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
Brooks, Clairmon		1873 AL

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: 1940 FL

State of Residence (upon entry into service):

Other Identifying Information (Parent's Names, CSC Number, etc.)
His full name is Thomas Clairmon Brooks, but he appeared as Clairmon Brooks in lighthouse documents.

Researcher Signature: Andrew Burns

CIVILIAN SERVICE

(Agency & Location) Lighthouse Service (FL)
From: 1898 To: 1938

(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-000 620 7294

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

Attendant Signature:

Remarks: B 620

25 SEP 5 AM10:48:48

SCREENING NOTES

☐ Reviewed and Nothing Removed JMH ☐ 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:

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 - MAR 18 1940

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION

Claimon Brooks (Name) — Fla (Legal Residence)

DATE OF BIRTH 12-23-1892

STATUS

11—8940

DESIGNATION	ACTION	SALARY	BUREAU—SERVICE—STATION	DATE OF EFFECT
Keeper	Trans from Treasury	450	L.H. Santa Rosa Sd. Rge, Fla.	July 1, 1903
"	Prom.	600	" " "	Oct 9, 1912
"	"	624	" " "	Dec. 11, 1914
"	Incr.	960	" " "	Nov. 1, 1918
"	Trans.	720	" Pensacola L.S. "	Aug. 14, 1919
"	"	1020	" So West Pass, etc La	Feb. 15, 1920
"	"	720	" Pensacola L.S. Fla	Mar. 1, 1920
"	"	1140	" Cape St. George L.S. etc Fla	July 23, 1921
"	Read of Pay	1380	" " "	July 1, 1924
"	Trans.	1140	" Apalachicola Rge. Fla	Dec. 6, 1924
"	Read of Pay	1320	" " "	Feb. 1, 1925
"	SERVICES DISCONTINUED (To be issued	WOP - Close April 30, 1927 Contract employment as Light Attendant under L.H. Bureau 8th, R.H. Dist.		
Keeper	Chge from Registered system COMPENSATION Act. May 28, 1928.	1380	L.H. St Joseph Pt. Rge L.S	1/1/28
"		1500	" " "	JUL 1 1928
"	INCREASE IN COMPENSATION	1560	" " "	JAN 1 1931
"		1620	" " "	10-1-37
	Retired (Optional) Close of July 31, 1938 (annuity of $1177.50 pa)			

July 28, 1938.

Mr. Clairmon Brooks,

Through the Commissioner of Lighthouses.

Dear Mr. Brooks:

My attention has been called to the fact that you are retiring from the Lighthouse Service at the close of this month. The records show that your service has been very creditable and this should be a source of comfort to you in the days to come.

My good wishes go with you for long life and health and happiness.

Sincerely yours,

JUL 30 1938

J. D. JOHNSON

Acting Secretary of Commerce.

C

July 22, 1938.

Mr. Clairmon Brooks,

Through the Commissioner of Lighthouses.

Sir:

In accordance with the provisions of section 6 of the Act approved June 20, 1918, and upon recommendation of the Commissioner of Lighthouses, the Department has retired you from duty in the Lighthouse Service (Eighth District), with retired pay at the rate of $1,177.50 per annum, effective beginning August 1, 1938.

By direction of the Secretary:

Respectfully,

EARL L. [illegible]
JU 30 38

Chief, Division of Personnel.

DIVISION OF PERSONNEL
ENTERED JOURNAL
JUL 30 1938
SHEET NO 38-280
DEPARTMENT OF COMMERCE

CARDED

G

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 9a)

DEPARTMENT OF COMMERCE JUL 6 1938 DIVISION OF PERSONNEL

LIGHTHOUSES

Date June 27, 1938

JUL 1 8 39 AM '38

Superintendent of Lighthouses,

Eighth District

New Orleans, La.
(City)

DEPARTMENT OF COMMERCE JUL 13 1938 DIVISION OF PERSONNEL

I hereby apply for retirement from active duty in the Lighthouse Service effective August 1, 1938, on the basis of service shown hereon.

Clairmon Brooks
(Name)

Keeper in the Lighthouse Service
(Designation)

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

City New Orleans, La. *Date* June 29, 1938

Submitted to Commissioner of Lighthouses, Washington, D. C., recommending retirement at $1177.50 per annum, effective at the close of July 31, 1938

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.

ASST. *Superintendent of Lighthouses.*

BUREAU OF LIGHTHOUSES, *Washington, D. C.,* July 5, 1938

Submitted to the Secretary of Commerce, recommending approval, in accordance with the Act of June 20, 1918, providing for retirement from active duty in the Lighthouse Service.

Optional Retirement
65 yrs age
40 yrs 4 mos service

Acting *Commissioner of Lighthouses.*

FOR USE OF DEPARTMENT

11—10551

7/11
Action O. K.
Chief Clerk

7/9/38

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 9a)

Name Clairmon Brooks Date of birth December 23, 1872

Designation Keeper in the Lighthouse Service (St.Joseph Point Range Light Station,Fla.)

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							
U.S.L.H.Service	Mar.	7	1898	July	31	1938	
Total service		40 yrs.	4 mos.	24 das.			

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:

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

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			Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year		
Keeper in the	Aug.	1	1933	June	30	1934	$1560	$1430.00
Lighthouse Service	July	1	1934	June	30	1935	1560	1560.00
	July	1	1935	June	30	1936	1560	1560.00
	July	1	1936	June	30	1937	1560	1560.00
	July	1	1937	Sept.	30	1937	1560	390.00
	Oct.	1	1937	June	30	1938	1620	1215.00
	July	1	1938	July	31	1938	1620	135.00

Total compensation for last five years of active service $7850.00

Average compensation for last five years of active service $1570.00

Annual rate of retired pay ($ 1570 × 30 years (Not exceeding 30) ÷ 40) = $1177.50

U. S. GOVERNMENT PRINTING OFFICE 11—10551

Form A-38

DEPARTMENT OF COMMERCE
DIVISION OF PERSONNEL
WASHINGTON

October 1, 1937.

Mr. Clairmon Brooks,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective October 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,

OCT - 6 1937

Chief, Division of Personnel.

From: $1560 per annum.

To: $1620 per annum.

Service and grade:

Appropriation (unit): Field.

CARDED

C
S

FOR BASIS OF THIS ACTION SEE
LETTER DATED 9/14/37
IN FILE 10931/1

DIVISION OF PERSONNEL
ENTERED ON JOURNAL
SEP 4 1937
SHEET NO. 5520
DEPARTMENT OF COMMERCE

GOVERNMENT PRINTING OFFICE 11—9051

Form 78
LEC

4063-8

REPORT OF DAMAGE TO PROPERTY OR INJURY TO PERSONS

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSES
DEPARTMENT OF COMMERCE
1936 MAR 23 AM 8 1936
APPOINTMENT DIVISION

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 8th DISTRICT,

New Orleans, La., March 26, 1936

Name of vessel, station, or other aid to navigation involved:

Date of accident: February 27, 1936

Nature and cause of accident: When taking down lantern, hoisting wire broke, and keeper was directly under it. In trying to get out of its way, keeper fell and strainad stomach muscles.

Estimated cost of damage { to property of the Department: $ - - -
to private property: $ - - -

What steps have been taken to recover cost of damage to Department property?

Where accidents result in injury to, or death of, any employees, or others, furnish following information for each person injured:

NAME	OFFICIAL TITLE, IF GOVERNMENT EMPLOYEE	NATURE OF INJURY	HAS WORK TIME BEEN LOST BY EMPLOYEE
Clairmon Brooks	Keeper, St. Joseph Point Range L.S., Fla.	Strain rectus abdominus muscles	No time lost

Remarks or recommendations: Forms C.A.1 and C.A.2 forwarded U. S. Employees' Compensation Commission, March 25, 1936.

E. S. Lamphier
Superintendent of Lighthouses.

Date March 30, 1936

CANCELED

Submitted, in duplicate, to the Secretary of Commerce, for his information.

Noted:

Chief Clerk, Commerce

For the Commissioner.
R. J. Gross
Chief, Personnel Division
Deputy Commissioner.

11—11418

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

December 31, 1930

Mr. Clairmon Brooks

Through the Commissioner of Lighthouses.

You are advised that your compensation has been changed as indicated below, effective January 1, 1931.

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. GERNER

Chief of Appointment Division.

From: $1500

To: $1560

Service and grade: Range $1500-1860

Appropriation (unit): Salaries, Keepers of Lighthouses.

8th District.

WHC

APPOINTMENT DIVISION
ENTERED ON JOURNAL
JAN 10 1931
SHEET NO. 2922
DEPARTMENT OF COMMERCE

CARTED

GOVERNMENT PRINTING OFFICE 11—9051

December 14, 1929.

DEPARTMENT OF COMMERCE
DEC 17 1929
APPOINTMENT DIVISION

Clairmon Brooks, Keeper,
St. Joseph Point Range Light Station, La.,
(Thru Superintendent of Lighthouses, New Orleans, La.)

The Bureau has read with interest a report of assistance rendered by you on December 3, when an airplane with two passengers on board made a forced landing on the beach just eastward of the approach to the highway on the lighthouse reservation, it being noted that you assisted in towing the plane to the station for repairs. The Bureau is pleased to commend you for this valuable assistance and to have the matter recorded as a part of your official history.

G. R. PUTNAM

Commissioner of Lighthouses.

RLC:EMF

LIGHTHOUSES---Appointment Division's files

Exact copy as signed by_____

Mailed_____ by_____

file

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

M r. Clairmon Brooks,

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: $1380

To: $1500

11—9504

8

D-L

APPOINTMENT DIVISION
JUL 2 - 1928
DEPARTMENT OF COMMERCE

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSES
1928 FEB 3 AM 9 07
CHIEF CLERK
1928 FEB 13 PM
DEPARTMENT OF COMMERCE
FEB 4 1928
APPOINTMENT DIVISION

I, Clairmon Brooks

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.

Clairmon Brooks
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] 28th day of January, A. D. 1928

(Affix official seal here)

[4] (*Name*) Cecil G. Castin

(*Official title*) Notary Public for the State of Florida at Large.
My Commission Expires February 15, 1928

My commission expires _____

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Keeper in the Light-house Service	$1380 p.a.	St.Joseph Point Range L.S., Fla.
Former [5] By change from the registered position of Light Attendant at $1320 p.a.		

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

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 8th DISTRICT

New Orleans, La. (Address), January 31, 1928 (Date)

The above-named appointee entered upon duty on January 1, 1928 (Date)

CARDED

E. S. Lamplier,
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.

U. S. REPORT DATE
ENTERED

11—944

Form A-30

NOT TO BE ACCEPTED AS AUTHORITY FOR INVESTIGATION OPERATIONS UNLESS ACCOMPANIED BY OFFICIAL CREDENTIALS

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 1, 1928.

Mr. Clairmon Brooks,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office,

Keeper

in the Lighthouse Service

at a salary of Thirteen Hundred and Eighty dollars per annum

effective January 1, 1928, or entrance on duty.

Nature of appointment: Change from the registered position of Light Attendant at $1320 per annum.

Civil Service authority: Letter dated January 3, 1928.

Classification allocation:

By direction of the Secretary:

Respectfully,

JAN 20 1928

E. J. GARDNER,

C

Acting Chief of Appointment Division.

GOVERNMENT PRINTING OFFICE

Appropriation (unit): Field.

Vice: Charles Lupton.

Legal Residence: Florida.

APPOINTMENT DIVISION ENTERED JAN 21 1790 DEPARTMENT OF COMMERCE

11-8657

COMMISSIONERS

WILLIAM C. DEMING, PRESIDENT
GEORGE R. WALES
JESSIE DELL

HOWARD A. EDSON, CHIEF EXAMINER
JOHN T. DOYLE, SECRETARY

UNITED STATES CIVIL SERVICE COMMISSION

WASHINGTON, D. C.

ADDRESS ONLY
"CIVIL SERVICE COMMISSION"
IN YOUR REPLY REFER TO
FILE JML/Fy
AND DATE OF THIS LETTER

January 3, 1928.

DEPARTMENT OF COMMERCE
JAN 4 1928
APPOINTMENT DIVISION

The Honorable

The Secretary of Commerce.

Sir:

In compliance with the Department's request of December 27, authority is hereby given for the restoration of Clairmon Brooks from light attendant, a registered position, to keeper at St. Joseph Point Range Light Station, Florida, in the Lighthouse Service, effective January 1, 1928. The record shows that he was appointed from an appropriate examination, March 1, 1899, and formerly served as keeper, and that he has been continuously in the service.

By direction of the Commission:

Very respectfully,

John T. Doyle,
Secretary.

ASSIGNMENT DIVISION
NECESSARY ACTION TAKEN
JAN 19 1928
DEPARTMENT OF COMMERCE

COMMISSIONERS

WILLIAM C. DEMING, PRESIDENT
GEORGE R. WALES
JESSIE DELL

HERBERT A. FILER, CHIEF EXAMINER
JOHN T. DOYLE, SECRETARY

UNITED STATES CIVIL SERVICE COMMISSION

WASHINGTON, D. C.

ADDRESS ONLY
"CIVIL SERVICE COMMISSION"
IN YOUR REPLY REFER TO
FILE
AND DATE OF THIS LETTER

January 3, 1928.

The Honorable

The Secretary of Commerce.

Sir:

In compliance with the Department's request of December 27, authority is hereby given for the restoration of Clairmon Brooks from light attendant, a registered position, to keeper at St. Joseph Point Range Light Station, Florida, in the Lighthouse Service, effective January 1, 1928. The record shows that he was appointed from an appropriate examination, March 1, 1899, and formerly served as keeper, and that he has been continuously in the service.

By direction of the Commission:

Very respectfully,

John T. Doyle,
Secretary.

December 27, 1927.

Civil Service Commission,
Washington, D. C.

Gentlemen:

The Department requests authority for the retransfer of Clairmon Brooks from light attendant at $1320 per annum at Apalachicola Range and Outer Lights, Florida, to the position of keeper at $1380 per annum at St. Joseph Point Range Light Station, Florida, effective January 1, 1928, or as soon thereafter as he enters on duty. Mr. Brooks was transferred from the position of keeper to that of light attendant effective beginning May 1, 1927, and has had continuous service since that time.

By direction of the Secretary:

Respectfully,

DEC 27 1927

EDW. J. GARDNER

Acting Chief of Appointment Division.

Form 73
LEC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES 1927 DEC 10 AM 9 0[illegible]

CHIEF CLERK 1927 DEC 10 PM 3 24

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 8th DISTRICT.

12/14/27 ltr 8th New Orleans, La., December 7, 1927
COMMISSIONER OF LIGHTHOUSES: (City.) (Date.)

DEC 12 1927 APPOINTMENT DIVISION

DEC [illegible] 1927

Action recommended, ~~Transfer~~ Reinstatement.

Name, **Clairmon Brooks** * (From contract employment) Legal residence, **Florida**

Position, **Keeper in the Lighthouse Service** Salary **$1380** p.a. (Rge: $1380-$1740 p.a.)

Location, **St. Joseph Point Range Lt. Sta., Fla.** Appropriation, ~~Salaries L.H. Keepers~~ Such

Effective **January 1, 1928** { ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, **Light Attendant in the Lighthouse Service** Former salary, **$1320**

Location, **Apalachicola Range and Outer Lights, Fla.**

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

Previous incumbent, **Charles Lupton** 1560 Services to be terminated, **December 31, 1927**

Reason, **To be retired.** (12-31-27)

Members of family in Government Service,

Date of birth, **December 23, 1872.**

Remarks:

* Was trans. contract employment as Lt. attendant Apalachicola Lts. eff. May 1, 1927, from Keeper

Medical certificate will follow upon Copy

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

File pending receipt of info. asked for 6/8

E. S. Rauschen
Superintendent of Lighthouses

Secretary, Civil Service District.

6/12-12-27

BUREAU OF LIGHTHOUSES
WASHINGTON

December 10, 1927.

Submitted to the Secretary of Commerce, approved.

Action O. K.

Chief Clerk

J. S. CONWAY
Acting Commissioner of Lighthouses

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

11—2314

March 26, 1927.

Mr. Clairmon Brooks,

Through the Commissioner of Lighthouses.

Sir:

In view of your transfer from the position of Keeper to that of Light Attendant, and of the fact that there will be issued to you a contrant of employment covering the latter position, the Department, upon recommendation of the Commissioner of Lighthouses, has terminated, without prejudice, your appointment as Keeper at $1320 per annum in the Lighthouse Service, effective at the close of business on April 30, 1927.

By direction of the Secretary:

Respectfully,

[illegible] OKLAHOMA

Chief of Appointment Division.

APPOINTMENT DIVISION
APR 23 1927
DEPARTMENT OF COMMERCE

H
S

CARD

August 21, 1926.

Mr. Clairmon Brooks, Keeper,
Apalachicola Range Light Station, Florida.
(Through Commissioner of Lighthouses).

My dear Mr. Brooks:

Your report of August 3 has been transmitted to me relative to the rescue of John E. Broon from drowning on the afternoon of July 26, 1926. You unhesitatingly plunged into the water and reached the boy in time to grab his hand as he was apparently sinking for the last time, and swam with him, under great difficulty, to a skiff tied to the dock.

I take great pleasure in commending you in the warmest terms for your heroic action, a record of which will be made a part of your official history in the Department.

Cordially yours,

(S) Stephen Davis

Acting Secretary of Commerce.

---S

LIGHTHOUSES---Appointment Division's files

Exact copy as signed by.....

Mailed.....by.....

CROSS REFERENCE

SEE FILE--464/16/D #1

NAME Brooks, Clairmon POSITION Keeper

BUREAU BUREAU OF LIGHTHOUSES STATION 8th Dist.

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

BASE PAY	Bonus	Total	Allowances Items	Value	Aggregate	As Classified for estimate purposes Service	Grade	Pay	Recommendations regarding differential from standard rates Is differential recommended	Amt. per annum to be Added	Subtracted
1140	240	1380	XCR	404.25	1784.25	LHS	6	1560	yes	240	

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

approv $1560

GRADE RECOMMENDED 6

RANGE OF COMPENSATION RECOMMENDED FROM $1440 TO $1680

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 ----------; annual cost, $ ----------

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
1. Custodian of property	5%
2. Reports and correspondence.	10%
3. Maintenance of third order fixed oil vapor light from tower and five minor oil lights on beacons in the water, which includes cleaning of lamps, lenses, lanterns, etc. Stands watch six hours each night	15%
4. Boating 9 miles from station to Apalachicola, Fla., for mail and supplies and 4 miles from station to lights. Operates motor boat.	10%
5. Cleaning and maintenance of tower, quarters, grounds, wharf, boat-house, boat, beacon structures and painting of same.	60%

...ATION BOARD FORM NO. 1
...in accordance with detailed
...uction sheet, Form No. 2)

Sheet No. 9

2—13758

1. Brooks (Surname) Clairson (Given name) (Initial)
2. Department Commerce
3. Bureau Lighthouses
4. Field Service Lighthouse Service
5. (a) Field Station Cape St. George L.S., West Pass Cut
   (b) Subdivision Apa. Dead Island Cut Apa.& St.Geo.Lts.
   (c) City or town ... State Florida
6. Pay-roll title Keeper
7. Customary office title Keeper

DO NOT WRITE IN THIS SPACE

	a		
	b		
	c		
	d		

8. (a) Number of regular working hours of the position, per day 24; per week 168
   (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 one-half each night m. to alternating periods 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 ... $ 1140 per annum; bonus, $ 240 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ 1140 per annum; bonus, $ 240 per annum.
13. If the employee receives overtime pay, state the rate - - -
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
    Subsistence - each $164.25 per annum.
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 ...; annual cost, $ ...
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
1. Custodian of property	5%
2. Reports and correspondence.	10%
3. Maintenance of third order fixed oil vapor light from tower and five minor oil lights on beacons in the water, which includes cleaning of lamps, lenses, lanterns, etc. Stands watch six hours each night	15%
4. Boating 9 miles from station to Apalachicola, Fla., for mail and supplies and 4 miles from station to lights. Operates motor boat.	10%
5. Cleaning and maintenance of tower, quarters, grounds, wharf, boat-house, boat, beacon structures and painting of same.	60%

19. Does employee work under immedi[illegible] supervision, or to a large extent upon his own resp[illegible]sibility? (Describe fully.)

On his own responsibility subject to directions and supervision of Superintendent of Lighthouses.

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

Responsible for work of one assistant keeper.

21. How long have the employee's duties been substantially as described above? August 1, 1921.

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

JUN 7 - 1923 (Date), 1923. E. S. LANPHIER (Signature of Preparing Officer) SUPERINTENDENT OF LIGHTHOUSES. (Title)

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

Signature not secured owing to inaccessibility of employee.

E. S. LANPHIER
SUPERINTENDENT OF LIGHTHOUSES. (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			
Initiative (originality and resourcefulness)			
Trustworthiness (dependability)	X		
Speed (quickness)			
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

Experience: If essential, kind and extent Boating - one year.

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 $ 1140 to $ 1500
1140 1500

JUN 7 - 1923 (Date), 1923. E. S. LANPHIER (Signature of head of field office or station) SUPERINTENDENT OF LIGHTHOUSES. (Title)

GOVERNMENT PRINTING OFFICE 2—12758

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 31, 1925.

Mr. Claiborne Brooks,

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,

J. GARDNER,
Superintendent of Lighthouses.

Acting Chief of Appointment Division.

Position: Keeper

Salary: $1320

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

8th

JSJ

CARDED

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NEW ORLEANS, LA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1924 DEC 11 AM 11 55
CHIEF CLERK

1924 DEC 13 AM 11 05

OFFICE OF SUPERINTENDENT, 8TH DISTRICT
NEW ORLEANS, LA.

December 9, 1924.

DEPARTMENT OF COMMERCE
DEC 13 1924
APPOINTMENT DIVISION.

WJB.

Clairmon Brooks,
eff. date of change in pay.

The Commissioner of Lighthouses:

1. Referring to Department Notice of Change in Salary, dated November 22, 1924, in the case of Clairmon Brooks, who was transferred from the position of Keeper of Cape St. George Light Station, Fla., at $1380 p. a., to that of Keeper of Apalachicola Range Lts., Fla., at $1140 p. a.

2. The Bureau is informed that this change in pay became effective beginning December 6, 1924.

E. S. Lamphier.
Superintendent of Lighthouses.

Bureau of Lighthouses, Wash'ngton
DEC 12 1924

Submitted to Secretary of Commerce for his information

Acting Commissioner of Lighthouses

CARDED

FORM A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

November 22, 1924.

Mr. Clairmon Brooks,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 1380 per annum to $ 1140 per annum, effective December 1, 1924, or as soon thereafter as you enter on duty (including $60 per annum longevity pay).

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:

NOV 24 1924

Respectfully,

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

APPOINTMENT DIVISION ENTERED NOV 24 1924 ON JOURNAL DEPARTMENT OF COMMERCE

IC
8th

CANCELED

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NEW ORLEANS, LA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
NOV 10 1924
NEW ORLEANS.
LIGHTHOUSES
1924 NOV 2 AM 11 45

EIGHTH DISTRICT

Cape St. George L.S., Fla.
(Station, Depot or Vessel)

November, 1924

Superintendent of Lighthouses,
New Orleans, La.

Sir:

1. I will accept a transfer to the position of Keeper of Apalachicola Range & Outer Lights, Florida, with pay at the rate of $1140 per annum.

Respectfully,

Claiborn Brooks
Keeper.

Form 73

EP:LEC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1924 NOV 22 AM 11 45

CHIEF CLERK
1924 NOV 22 PM 2

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 8th DISTRICT.

New Orleans, La. (City.) November 20 (Date.) 1924

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and appointment.

Name, Clairmon Brooks — Legal residence, Florida

Position, Keeper in the Lighthouse Service — Salary, $1140 per annum ~~during pleasure~~ so far long

Location, Apalachicola Range & Outer Lights, Fla. — Appropriation, Salaries, Keepers of Lighthouses.

Effective December 1, 1924 {~~the actual date of entrance on duty;~~ or as soon thereafter as he enters on duty.

Former position, Keeper in Lighthouse Service — Former salary, $1380 per annum (including longevity)

Location, Cape St. George Light Station, Fla.

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

Previous incumbent, D. D. Silva — Services to be terminated, November 30, 1924.

Reason, To be transferred to Cape St. George L.S., Fla.

Members of family in Government Service, None.

Date of birth, December 23, 1872

Remarks: Letter from Clairmon Brooks accepting transfer at lower salary attached.

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

11/22/24

Secretary, Civil Service District.

E. S. Lanphier.
Superintendent of Lighthouses

BUREAU OF LIGHTHOUSES
WASHINGTON

NOV 22 1924

Inclosure

Submitted to the Secretary of Commerce, approved.

DEPARTMENT OF COMMERCE

Acting Commissioner of Lighthouses.

{ Strike out the clause which does not apply.

11—2314

(CROSS REFERENCE)

Brooks, Clairmon In accordance with authority of the Director of the Budget dated June 27, 1924, the salary is re-adjusted to $ 1580, effective July 1, 1924.

For authorization see letter dated JUL 24 1924 File No. 1095/21.

Clairmon Brooks, Keeper,
Cape St. George Light Station, Fla.
(Through Commissioner of Lighthouses).

LIGHTHOUSES---Appointment Division's files HERBERT HOOVER.

Exact copy as signed by

Mailed by

(COPY)

LGJ

MAR 27 1923

Sir:

Referring to report of assistance rendered by you on January 28, 1923, to the British schooner "PERCELER", which was without sufficient provisions to proceed to its destination, the Department is pleased to commend you for the assistance rendered which will be noted on the records as part of your official history.

Respectfully,

HERBERT HOOVER.

(Signed)

Secretary of Commerce.

Clairmon Brooks, Keeper,
Cape St. George Light Station, Fla.
(Through Commissioner of Lighthouses).

LIGHTHOUSES---Appointment Division's files HERBERT HOOVER.

Exact copy as signed by

Mailed by

5

SEP 12 1922

Sir:

Referring to report of assistance rendered by you on July 31, 1922, when an auxiliary schooner grounded in the vicinity of your station, the Department is pleased to commend you for the assistance rendered, which will be noted on the records as part of your official history.

Respectfully,

HERBERT HOOVER

Secretary of Commerce.

Clairmon Brooks, Keeper,
Cape St. George Light Station, Fla.
(Through Commissioner of Lighthouses).

LIGHTHOUSES---Appointment Division's files

HERBERT HOOVER

Exact copy as signed by

Mailed by

Cross reference,

March 6, 1922, The Bureau of Lighthouses advises the Department of the date of effect of the follwwing change:

Name	Position	Nature of Change	Date	District
Clairmon, Brooks	Keeper	Promotion	July 23, 1921	8

See file Fred Shuman.

Cross reference.

February 23, 1922. The Department calls the Bureau of Lighthouses' attention to the fact that the Department's records are incomplete regarding certain employees as indicated ~~in the remarks and statement~~ below:

Name	Position	Nature of Change	Date
Brooks, Clairmon	Keeper	Promotion	July 23, 1921

No report of date of effect has been received.

See file 1137.

NOTICE OF CHANGE IN SALARY
KEEPERS--LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

M

July 23, 1921.

r. Clairmon Brooks,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 720 per annum to $ 1140 per annum, effective August 1, 1921, or as soon thereafter as you enter on duty, (including $60 per annum longevity pay).

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.

CARDED

U. S. REPORT DATA ENTERED

APPOINTMENT DIVISION ENTERED JUL 25 1921 ON JOURNAL DEPARTMENT OF COMMERCE

P
C
8th

Form 73

WJB.

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 8th DISTRICT.

1921 JUL 20 AM 11 55

New Orleans, La., July 18th, 19 21.
(City.) (Date.)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and appointment.

CHIEF CLERK

Name, Clairmon Brooks, Legal residence, Florida.

Position, Keeper in the Lighthouse Service Salary, $1140 per annum (including longevity).

1921 JUL 22 PM 2 39

Location, Cape St.George L.S.,etc., Fla. Appropriation, Salaries of Keepers of Lighthouses.

Effective August 1st, 1921, {[1] ~~the date of his entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Keeper in the Lighthouse Serv. Former salary, $720 per annum. (including longevity)

Location, Pensacola Light Station, Fla.

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

APPOINTMENTS

Previous incumbent, Walter A. Roberts,Jr. Services terminated, about July 31st, 1921. to be 1921 JUL 22 PM 2

Reason, Transferred to Crooked River Range L.S.,Fla., as Asst.Keeper, by reason of reprimand in connection with charges of being oppressive, disagreeable and offensive towards Asst. Keeper.

Members of family in Government Service, None.

Remarks: See letter from this office of June 30,1921, relative to charges against W.A.Roberts, Jr.

7/20/21

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

E. S. Lamphier.
Superintendent of Lighthouses.

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON JUL 20 1921

Submitted to the Secretary of Commerce, approved.

J. S. CONWAY.
Acting Commissioner of Lighthouses.

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

11—2314

MAR 12 1920 19 52 AM

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
NEW ORLEANS, LA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT
MAR 12 1920
HOUSES

1920 MAR 16 AM 10 14

OFFICE OF INSPECTOR, 8TH DISTRICT
NEW ORLEANS, LA.
March 9, 1920.

MCC

Clairmon Brooks,
keeper

Hydrog.
Engr. Corps
Mar. Engr
Astronomer
Cartographer
Chf. Clk
Supt. Construction
Secretary.

APPOINTMENTS

1920 MAR 16 AM 11 27

Commissioner of Lighthouses:

1. Referring to Department letter dated February 28, 1920, notifying Clairmon Brooks of change in his salary from $1020 to $720 per annum (including $60 per annum longevity pay), effective on the date of his entrance on duty at the changed rate of pay (covering his transfer from Southwest Pass Light Station,etc., Louisiana, to Pensacola Light Station, Florida):

2. The Bureau is advised that this change became effective on March 1, 1920.

REPORT DATA
CARDED
Bureau of Lighthouses, Washington
MAR 13 1920

E. S. Langhier.
Superintendent of Lighthouses.

Submitted to Secretary of Commerce for his information.

Acting Commissioner

1920 MAR 15 PM 1 37

NOTICE OF CHANGE IN SALARY
KEEPERS -- LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

M

Through the Commissioner of Lighthouses. February 28, 1920.

r. Clairmon Brooks,

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ per annum to $ per annum, effective

Sir:

1020. 720.

On the date you enter on duty at the changed rate of pay this

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

(including $60. per annum longevity pay).

By direction of the Secretary:

Respectfully, (SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

CARDED

U. S. REPORT DATA
ENTERED

APPOINTMENT DIVISION
MAR 1 - 1920
DEPT. OF COMMERCE

Eighth District
S
C

FEB 27 1920 9 23 AM

Form 73
MCC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Superintendent of Lighthouses,
OFFICE OF ~~LIGHTHOUSE INSPECTOR~~, 8th DISTRICT.

SPECIAL LIGHT FEB 27 1920 HOUSES

New Orleans, La., February 24 - - - -, 1920.
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and appointment.

Name, Clairmon Brooks

Legal residence, Florida

Position Keeper in the Lighthouse Service

Salary $720 p.a.(including longevity pay of $60.00 per annum)

Location Pensacola Light Station, Florida,

Appropriation, Salaries, Keepers of Lighthouses. 1920

Effective March, 1, 1920, { ~~the actual date of entrance on duty~~ or as soon thereafter as he enters on duty.

Former position, Keeper in the Lighthouse Service Former salary, $1020 p.a.(including longevity pay of $60 p.a.)

Location, Southwest Pass L.S., Southwest Pass E. Jetty and Southwest Pass Range Front Lights, Louisiana.

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

- - - - - - - - - - - - - - - - - - APPOINTMENT

Previous incumbent, Himself Services terminated, February 14, 1920

1920 FEB 28 AM 10

Reason, Transferred to Southwest Pass L.S., etc., La., as Keeper effective commencing February 15, 1920.

Members of family in Government Service, None.

Sad 2/27/20 **Remarks:** Attached is letter dated February 20, 1920, from Clairmon Brooks requesting above transfer.

Selection regular, subject to the action of the U. S. Civil Service Commission, , 191

APPOINTMENT DIVISION NECESSARY ACTION TAKEN FEB 28 1920 DEPARTMENT OF COMMERCE

Lamplier.

Secretary, Civil Service District.

Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON
FEB 27 1920

Submitted to the Secretary of Commerce, approved.

1920 FEB 27 PM 4 3

Acting Commissioner.

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

11—2314

Southwest Pass L.S., etc., La.

Burrwood La.

Feb 20th 1920.



Hon. E. S. Tanphier.

Superintendent of Light Houses.

New Orleans La.

Dear Sir:

I here by make application to be transfered from the south west Pass light as Keeper to the Pensacola light Station as first Assistant Keeper.

If you can grant this favor, I will greatly appriciate it. My family is not in a condition to move, The trip from new orleans to the station is so awfully bad that I am afraid to have them take it in their condition. And again it would cost me a much greater amount to move them to this station than it will should I be transfered to the Pensacola light.

I am willing to refund the amount paid by your office for transportation for me to this station should it be proper for me to do so.

Thanking you for any favor which you can grant me. I am very Respectfully.

Claiborn Brooks, Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NEW ORLEANS, LA.
MCC

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT HOUSES FEB 24 1920

OFFICE OF SUPERINTENDENT, 8TH DISTRICT
NEW ORLEANS, LA.
February 20, 1920.

Clairmon Brooks,
keeper

APPOINTMENTS
1920 FEB 27 AM 9 28

1920 FEB 27 AM 9 00

Commissioner of Lighthouses:

1. Referring to Department letter dated February 11, 1920, notifying Clairmon Brooks of change in his salary from $720 per annum to $1020 per annum (including longevity pay), effective on the date of his entrance on duty at the increased rate of pay (covering his transfer from Pensacola Light Station, Florida, to Southwest Pass Light Station, Louisiana).

2. The Bureau is advised that this change became effective on February 15, 1920.

E. S. Lanphier.
Superintendent of Lighthouses.

Bureau of Lightnouses, Washington
FEB 24 1920

Submitted to Secretary of Commerce for his information.

1920 FEB 26 AM 11 09

Acting Commissioner

U. S. REPORT DATA ENTERED CARDED

M

Through the Commissioner of Lighthouses.

r. Clairmon Brooks,

Sir: You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 720. per annum to $ 1020. per annum, effective February 14, 1920 or as soon thereafter as you enter on duty at the increased rate of pay. (Increasing $60. per annum longevity pay.)

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

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

CARDED

Eighth District.
S
O

APPOINTMENT DIVISION ENTERED 1920 BY JOURNAL DEPT OF COMMERCE

REFO

ENTER

Form 73
MCC

FEB 9 1920 9 16 AM

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Superintendent of Lighthouses,
OFFICE OF ~~LIGHTHOUSE INSPECTOR~~, 8th DISTRICT.

New Orleans, La., February 6 - -, 1920.
(City.) (Date.)

LIGHT FEB 9 1920 HOUSE

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer, promotion and appointment.

Name, Clairmon Brooks

Legal residence, Florida

Position, Keeper in the Lighthouse Service

Salary $1020 p.a.(Including longevity pay of $60 p.a.)

Location, Southwest Pass L.S., Southwest Pass E.Jetty, and Southwest Pass Rge. Ft. Lts.,La.

Appropriation, Salaries, Keepers of Lighthouses.

Effective February 14, 1920, {~~the date he reports for duty~~ or as soon thereafter as he enters on duty.

CHIEF CLERK APPOINTMENTS 1920 FEB 11 AM 9 01 1920 FEB 11 AM 10 51

Former position, Keeper(1st Asst.) in the Lighthouse Service

Former salary, $720 p.a.(including longevity pay of $60 p.a.)

Location, Pensacola Light Station, Florida.

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

- - - - - - - - - - - - - - - - - - - -

Previous incumbent, John B. Mason

Services terminated January 19, 1920.

Reason, Resigned in order to accept appointment as Asst.Engr., South Pass Light Vessel #102, La., effective Jan. 20, 1920.

Members of family in Government Service, None.

JGS 2/11/20

Remarks:

APPOINTMENT DIVISION NECESSARY ACTION TAKEN FEB 14 1920 DEPARTMENT OF COMMERCE

Selection regular, subject to the action of the U. S. Civil Service Commission, , 191

E. S. Lanphier
Superintendent of Lighthouses.

Secretary, 2 Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON
FEB -9 1920

Submitted to the Secretary of Commerce, approved.

APPROVED:
E. T. Chamberlain
Acting Secretary of Commerce.

1920 FEB 10 PM 4 13
Acting Commissioner

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

11—2314

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
NEW ORLEANS, LA.

ADDRESS ALL COMMUNICATION TO
SUPERINTENDENT OF LIGHTHOUSES
NEW ORLEANS LA.

SEP 2 1919 3 52

DEPARTMENT OF COMME[illegible]

LIGHTHOUSE SERVICE

LIGHT SEP 3 1919 HOUSES

SUPERINTENDENT OF LIGHTHOUSES,
OFFICE OF INSPECTOR, 8TH DISTRICT
NEW ORLEANS, LA.
August 29, 1919.

MCC

Hydros.
Engr. Const.
Mar. Engr.
Personnel
Accounts.
Contracts
Chf. Clk.

Clairmon Brooks,
Pensacola L.S.,Fla.

Commissioner of Lighthouses:

1. Referring to Department letter of August 15, 1919, notifying Clairmon Brooks, keeper, of change in his salary from $960 per annum at Santa Rosa Sound Range Lights to $720 per annum at Pensacola Light Station, Florida, effective upon the date of his entrance on duty in the new position:

2. The Bureau is informed that this change was effected on August 18, 1919.

C. S. REPORT DATA ENTERED

CARDED

Lankshear
Superintendent of Lighthouses.

NOTICE OF CHANGE IN SALARY
KEEPERS -- LIGHTHOUSE SERVI

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

August 15, 1919.

Mr. Clairmon Brooks,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $960. per annum to $720. per annum, effective August 15, 1919, or as soon thereafter as you enter on duty. (The above rate of pay includes longevity pay of $60. per annum).

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:

CARDED

Respectfully,

(SIGNED) CLIFFORD HASTINGS

C/AS.

Chief of Appointment Division.

8th District.

APPOINTMENT DIVISION ENTERED AUG 1 5 1919 DEPT. OF COMMERCE

C. S. REPORT DATA ENTERED

Form 73
MCC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Superintendent of Lighthouses, 6th District,
OFFICE OF ~~LIGHTHOUSE INSPECTOR~~

New Orleans, La., July 30, 1919.
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and appointment.

1919 AUG 8 AM 10 18

Name, Clairmon Brooks — Legal residence, Florida

Position, Keeper in the Lighthouse Service — Salary, $720 per annum (incl longevity)

Location, Pensacola Light Station, Florida. — Appropriation, Salaries, Keepers of Lighthouses.

Effective August 15, 1919, {~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Keeper in the Lighthouse Service — Former salary, $960 p.a. (incl long)

Location, Santa Rosa Sound Range, Circle Crossing Rge., Bunch Timber Rge., Lower Pritchard Long Point, Upper Pritchard Long Point, and Hurricane Crossing Range Lights, Florida.

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

- -

Previous incumbent, Robert L. Purcell — Services terminated, June 30, 1919.

Reason, Dismissed.

Members of family in Government Service, Brother, John W. BROOKS, Asst. Kpr., Santa Rosa Sd. Rge. Lts., etc., Fla.

Remarks: The salary stated above includes longevity pay of $60 per annum. Attached is letter from Clairmon Brooks requesting transfer recommended above.

JAS 8/8/19.

Selection regular, subject to the action of the U. S. Civil Service Commission, , 191

AUG 14 1919

Secretary, Civil Service District.

Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

AUG 7 - 1919

Submitted to the Secretary of Commerce, approved.

1919 AUG 7 PM 4 28

Acting Commissioner

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

11—2314

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
NEW ORLEANS, LA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

EIGHTH DISTRICT
Santa Rosa Sound
(Station, Depot, or Vessel)
June 30th, 1919

1078 E. Mallory St.
Pensacola. Fla.

Hon E. L. Lamphier.
Supt. of Lighthouses.
New Orleans La.

LIGHT
AUG 1 1919
HOUSES

Dear Sir:
I understand that Mr Purcell the first Assistant Keeper at Pensacola light has sent in his resignation, should you accept same, will you please assign me to that position, I would like very much to go there, and will greatly appreciate the favor if you can see fit to place me there.

Yours very Respectfully.
Claiborn Banks.
Keeper.

NOTICE OF CHANGE IN SALARY
KEEPERS -- LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

November 19, 1918.

M
r. Clairmon Brooks,
Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 624 per annum to $ 960 per annum, effective November 1, 1918. (The above rate of pay includes longevity pay of $60.)

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.

ON BASIS OF THIS ACTION BE
ITA DATED 11-15-18
1095-8

CARDED

R
Ho

NOV 21 1918

USE TYPEWRITER—SEE INSTRUCTIONS ON BACK.

MAKE NO ENTRIES IN THIS COLUMN.

UNITED STATES
BUREAU OF EFFICIENCY.
FORM 8.

DEPARTMENT OF COMMERCE
BUREAU OF THE CENSUS.
8—4789-2

RECORD OF CIVIL EMPLOYEE.

JULY 1, 1916.

1. Name: (Surname first. Given name in full. For women write Miss or Mrs. before given name.)

Brooks, Clairmon

2. Department:

Commerce

3. Bureau, office, or service:

Lighthouse

4. Designation of position:

Keeper

5. Occupation (if not clearly shown by answer to question 4):

Care light and govt. property

6. Annual earnings:

$624

7. Kind of appropriation:

LS

8. Present rate of pay:

$ AS

9. Initial rate of pay:

$ 500 PA

10. Total length of service (give the total of ALL U. S. GOVT. SERVICE with the exceptions stated on the back of this card)—

Substitute— Years:	Months:	Regular— Years:	Months:
		18	4

11. State, Territory, or foreign country of birth (do not give town):

Alabama

12. Race:

W

13. Sex:

M

14. Date of birth—

Month: Dec.

Year: 1872

15. Kinds of schools attended, years attended, and degrees taken:

E-4

16. Marital condition:

M

17. War veteran?

No

18. Appointed from—

Congressional district and State: 3 Fla.

County: Santa Rosa

19. Civil service status:

C

20. Method by which classified status was obtained:

CE

21. Place of employment—

City: Mary Esther

State: Fla.

DO NOT FOLD THIS CARD.

11—5869

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHT HOUSES DEC 26 1914

CHIEF CLERK JAN 7 1915

I, Clairmon Brooks

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.

Clairmon Brooks

(Appointee signs here)

APPOINTMENTS JAN 7 1915

[2] Sworn to (See below) and subscribed before me, this[3] 14 day of Dec, A. D. 1914

(Affix official seal here)

[4](Name) D. Frances Pryor

(Official title) Notary Public my com. expires Mch 29-1917

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Keeper in the Lighthouse Present Service	$624 p.a.	Santa Rosa Sound Rge., Circle Crossing Rge., Bunch Timber Rge., Lower Pritchard Long Pt., Upper Pritchard Long Pt. & Hurricane Crossing Range Lights, Fla.
Keeper in the Lighthouse Former[5] Service	$600 p.a.	Santa Rosa Sound Range and Circle Crossing Range Lights, Fla.

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

EFS

Office of Lighthouse Inspector, 8th District

New Orleans, La. (Address), December 23, 1914. (Date)

The above-named appointee entered upon duty on December 11, 1914. (Date)

CARDED

(Signature, followed by title) Inspector.

[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, or any other officer having authority to administer oaths, but never before a collector of customs, as he has no 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.

[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—044

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

August 19, 1914.

Mr. Clairmon Brooks,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office,

Keeper

in the Lighthouse Service

at a salary of Six Hundred and Twenty-four dollars per annum,

effective on the date on which you enter upon duty in the above-mentioned position.

(By change from keeper at $600 per annum.)

APPOINTMENT DIVISION ENTERED AUG 20 1914 DEPT OF COMMERCE JOURNAL PAGE

CARDED.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

M
C

Acting Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: New position.

Legal Residence: Florida.

OF REPORTED D.C. 1914 COMMISSION.

11—3602

August 19, 1914.

Commissioner of Lighthouses:

For the reasons set forth in the Eighth Inspector's letter of June 26, 1914, and in accordance with the Bureau's recommendation of the 11th instant, the Department has discontinued the positions of laborer in charge of Bunch Timber Range Lights, Florida, at $300 per annum, and keeper of Santa Rosa Sound Range and Circle Crossing Range Lights, Florida, at $300 per annum, and in lieu thereof has authorized the positions of keeper and assistant keeper of Santa Rosa Sound, Circle Crossing, Hurricane Crossing, and Bunch Timber Ranges Lights; Upper and Lower Pritchard Long Point Lights, at $624 and $480 per annum, respectively, effective on the date the persons to be appointed thereto enter on duty. Clairmon Brooks and John W. Brooks, the incumbents of the positions which have been discontinued, have been issued appointments as keeper and assistant keeper, at $624 and $480 per annum, respectively, effective on the date they enter on duty under their new appointments, as recommended by the Bureau.

In accordance with the Bureau's further recommendation, the Department has authorized the positions of laborer in charge, at $240 per annum, for each of the following named lights: Cobbs Point Light, Florida; Four Mile Point Light, Florida; and Boggy Bayou

Light, Florida; effective on the dates the persons to be appointed thereto enter on duty.

By direction of the Secretary:

(SIGNED) GEO. G. HAVENNER

CARDED.

C-E

Form 111

WPH

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

BUREAU OF LIGHTHOUSES OCT 17 1913 DEP'T OF COMMERCE

LIGHTHOUSE INSPECTOR OCT 6 1913 8TH DIST. N. O., LA.

CHIEF CLERK OCT 15 1913

APPOINTMENTS OCT 18 1913

Department of Commerce and Labor

LIGHTHOUSE SERVICE

I, Clairmon Brooks,

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.

Clairmon Brooks

(Appointee signs here)

---

[2] Sworn to (See below) and subscribed before me, this[3] 3rds day of October, A. D. 1913

(Affix official seal here)

[4] (Name) D. Frances Ryon

(Official title) Notary Public

my com. expires Mch 29-1917.

Official Title	Rate of Pay	Name of Station, Vessel or Place of Employment
Present Keeper in the Lighthouse Service	$600 p. a.	Santa Rosa Sound Range Lights, Fla., and Circle Crossing Range Lights, Fla.
Former[5] (By increase from $450 p. a. to $600 p. a.)		

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

EFS

Office of Lighthouse Inspector, 8th District

New Orleans, La., October 15, 1913.
(Address) (Date)

CARDED.

The above-named appointee entered upon duty on October 9, 1913.
(Date)

In the absence and by direction of Inspector:

P Myon
(Signature, followed by title)

Superintendent.

---

[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, or any other officer having authority to administer oaths, but never before a collector of customs, as he has no 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.

[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

Ext. d

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

September 25, 1913.

Mr. Clairmon Brooks,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office,

Keeper

in the Lighthouse Service

at a salary of Six Hundred dollars per annum,

effective on the date on which you enter upon duty in the above-mentioned position.

(By increase in compensation from $450 per annum.)

APPOINTMENT DIVISION REPORTED SEP 26 1913 DISBURSING CLERK DEPT OF COM.

CARDED.

By direction of the Secretary:

Respectfully,

(SIGNED) GEO. W. LEADLEY;

M
C

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: New position.

Legal Residence: Florida.

CHANGE REPORTED OCT. 1913 U. S. COMMISSION.

11—3692

September 25, 1913.

Commissioner of Lighthouses:

For the reasons set forth in the Bureau's communication of the 22nd instant, and in accordance with its recommendation, the Department has changed the designation and pay of the position of keeper of Santa Rosa Sound Range Beacon Lights, Florida, at $450 per annum, to that of keeper of Santa Rosa Sound Range and Circle Crossing Range Lights, Florida, at $600 per annum, effective September 30, 1913, or as soon thereafter as the person to be appointed thereto enters on duty.

In accordance with the Bureau's further recommendation, Mr. Clairmon Brooks has been given a new appointment as keeper of Santa Rosa Sound Range and Circle Crossing Range Lights, Florida, at $600 per annum, effective September 30, 1913, or as soon thereafter as he enters on duty.

By direction of the Secretary:

(SIGNED) GEO. C. HAVENNER

CARDED

C-M

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

Sept. 24, 1913

The action proposed in the attached communication, if approved, will create one additional position.

Designation.	Salary.
Keeper	$600

Geo. W. Kingsley
Chief of Appointment Division

11—5045

Keeper, Santa Rosa Sound Range and Siesta Crossing Range Lts., Fla.
in lieu of
Keeper at $450 at Santa Rosa Sound Range Beacon Lts., Fla.

Form 73

TJC-WPH

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

APPOINTMENTS 23 913

OFFICE OF LIGHTHOUSE INSPECTOR, Eighth DISTRICT. 4.29

New Orleans, La., September 11, 1913
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Change in pay and designation.

CHIEF CLERK SEP 23 1913

Name, Clairmon Brooks 100%. Legal residence, Florida

Position, Keeper in the Lighthouse Service Salary, $600 per annum.

APPOINTMENT DIVISION SEP 25 1913 DEPT OF COMMERCE

Location, Santa Rosa Sound Range and Circle Crossing Range Lights, Fla. Appropriation, Salaries, Keepers of Lighthouses, 1914.

Effective September 30, 1913. { ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Keeper Beacon Keeper Former salary, $450 per annum.

Location, Santa Rosa Sound Range Lights, Fla.

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

New Position

Previous incumbent, ~~New lights~~ Services terminated, - - - - - - - - - - - -

Reason, -

Relatives in Government Service, -

Remarks: Appointment to become effective upon establishment of Circle Crossing Range Lights. See Bureau's indorsement dated August 30, 1913.

Selection regular, subject to the action of the U. S. Civil Service Commission. , 191

9/24/13 MLB

Secretary, Civil Service District.

Inspector.

BUREAU OF LIGHTHOUSES
WASHINGTON September 22, 1913.

HRW
3 inclosures.

Submitted to the Secretary of Commerce, approved. The pay recommended is justified and not in excess of that paid for the same or similar service during the fiscal year 1913. It is recommended that the designation of the position now held by Brooks be changed as above noted in view of the proposed establishment in the near future of Circle Crossing Range Lights to be placed in the care of Brooks. Inclosed is the Inspector's indorsement of September 11, 1913, in the matter together with Bureau indorsement of August 30, 1913, and the Inspector'e letter of July 19, 1913.

September 24, 1913.

APPROVED:

Albert Lee Thurman
Acting Secretary.

Acting Commissioner.

M
Cv

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

11—22

1778

LIGHTHOUSE INSPECTOR, SEP 2 1913 8th DIST., N. O., LA.

HRW-McC.

Department of Commerce and Labor

BUREAU OF LIGHTHOUSES

Washington

August 30, 1913.

BUREAU OF LIGHTHOUSES SEP 13 1913 DEPT OF COMMERCE

Subject: Bunch Timber and Circle Crossing Ranges, laborers.

Returned to Eighth Inspector with statement that his recommendation of July 19, 1913, in the cases of Bunch Timber and Circle Crossing Ranges, became attached to the papers in regard to Turtle Cove Channels Lights and were overlooked until final action was taken in regard to the last named lights. The Bureau has recommended to the Department that a laborer at $480 per annum be authorized for Turtle Cove Channel Range Lights and Turtle Cove Channel Lights Nos. 1 and 3, Texas. Department action will be communicated to you in proper time. Submit nomination in due time. With regard to Bunch Timber and Circle Crossing Ranges, it is stated that the Bureau desires to keep the number of new positions of keepers and laborers as low as practicable in view of the fact that the maximum number authorized by Congress is being closely approached. If you consider it practicable, the Bureau would desire to place Circle Crossing Lights in the care of the keeper of Santa Rosa Sound Range, Florida, with a corresponding increase in his rate of pay for the extra duties required. In the case of Bunch Timber Range Lights, it would appear to be necessary to authorize a separate laborer, should the Inspector not be able to make other arrangements. Your further report and recommendation in regard to these two sets of lights is requested. State the distance and direction the person to be nominated for the care of the new lights resides with reference to the location of the lights. See Bur. Circ.#283.

It is suggested that the necessary nominations be submitted with your reply.

Acting Commissioner.

for rec 9/15

Office of Lighthouse Inspector, 8th District,
New Orleans, La., September 11, 1913.

1. Respectfully returned.

2. It is recommended that Circle Crossing Range be placed in the care of Clairmon Brooks, Keeper of Santa Rosa Sound Range, and that his salary be increased from $450 to $600 per annum, this arrangement being satisfactory to him and advantageous to the Government. Brooks resides about four miles from the lights in question.

3. It is also recommended that a laborer at $300 per annum be authorized to care for Bunch Timber Range Lights. John W. Brooks, Second Assistant Keeper of Southwest Reef Light Station, La., has requested to be transferred to position of laborer in

charge of Bunch Timber Range. He will reside about 3 miles northeast of the proposed location of the range.

4. The salaries recommended above are reasonable and in accordance with salaries paid for similar work in the district.

5. Nominations for both Clairmon Brooks and John W. Brooks herewith inclosed.

2760

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
NEW ORLEANS, LA.

Department of Commerce and Labor
LIGHTHOUSE SERVICE

1778

BUREAU OF LIGHTHOUSES
JUL 21 1913
DEP'T OF COMMERCE

TJC-SEL
Bunch Timber and
Circle Crossing Ranges,
Fla.,Laborers for.

Dep Commr,
Hydrog.
Engr. Cons.
Mar. Engr.
R. C G.
Examiner.
Personnel
Accounts.
Contracts.
Chf Clk.
Commr.

OFFICE OF INSPECTOR, 8TH DISTRICT
NEW ORLEANS, LA.

BUREAU OF LIGHTHOUSES
SEP 13 1913
DEP'T OF COMMERCE

July 1[illegible] 1913.

Commissioner of Lighthouses.

1. Referring to Bureau's authorization of September 18, 1912, for the erection of Bunch Timber and Circle Crossing Ranges, Fla., I have to request that Department authority be secured for the employment of a laborer to care for each set of the above named ranges with pay at the rate of $300 per annum.

2. The nearest keeper to these lights is in charge of Santa Rosa Sound Range, Florida, and resides about four miles from Circle Crossing and about sixteen miles from Bunch Timber Range Lights. It is not believed that either of these ranges could be efficiently maintained by him on account of distance he lives from proposed lights.

3. The appointment of one keeper for both sets of ranges is not practicable , as they are about twelve miles apart and owing to obstructions on shore, a person residing midway between them would be unable to see whether or not the lights were being properly maintained.

4. It is believed that the services of a suitable person can be secured, residing near the proposed location of each set of ranges, who would be willing to care for the lights at the compensation stated, which is considered reasonable, and in accordance with the salary paid for similar work in this district.

Danny

READ THE INSTRUCTIONS ON PAGE 3

Department of Commerce and Lab[illegible]

L-J.

New Orleans, La.

May 12, 1911.

EFFICIENCY REPORT

(The parenthetical letters refer to instructions on page 3, which instructions should be read and understood before attempting to fill out the form.)

1. Name Clairmon Brooks. 2. Age 38. (Last birthday.)

3. Bureau of Lighthouses. 4. Position Keeper.

5. Compensation $450 p.a. 6. Where employed Santa Rosa Sound Range Lts., Fla.

7. When appointed (*a*) Mar. 12, 1898. 8. How appointed (*b*) Through Civ. Ser. Exam.

9. Status under Civil Service Rules (*c*) Classified competitive.

10. Is the employee an honorably discharged soldier or sailor? No.

11. Does the employee receive a pension? No. If so, state the amount

12. Other Government service None.

13. Duties (describe fully) Exhibits two lens lantern lights in the waters of Santa Rosa Sound, Fla.; cares for Government property; renders necessary reports and returns.

14. Has the employee special qualifications? No. If so, state them

15. Efficiency (*d*):

	Averages.	Relative weights.	Products of averages multiplied by weights.
Quantity of work	100	2	200
Quality of work	100	3	300
Interest manifested in work (see also Question 17)	100	3	300
Attendance		2	
Total		8	800
Average percentage			100



11—4259

16. In the following form state the number of days of annual leave, sick leave, and leave without pay taken in each of the years 1908, 1909, and 1910:

1908.			1909.			1910.		
Annual.	Sick.	Without pay.	Annual.	Sick.	Without pay.	Annual.	Sick.	Without pay.

17. Is this employee a purely routine employee, or does he manifest interest, not only in his own work but also in the work of the office or bureau as a whole, to the extent of overtime work or voluntary efforts by suggestion or otherwise to add to its efficiency? (Answer fully.) Careful and efficient.

18. On the basis of efficiency alone, is this employee overpaid or underpaid as compared with others in your office engaged on the same grade of work, or is his salary a fair equivalent for the service rendered? (Answer fully.) Fair salary. If the present salary is above or below a fair equivalent, state what, in your opinion, it should be.

19. Is this employee superannuated? No. If so, what percentage of salary is unearned?

20. Remarks: (*e*)

The official who is primarily responsible for the statements herein submitted will sign here—

Conrad Thompson
Asst. Supt.

The official who approves the statements thus submitted will sign here—

H. Mortsell
Inspector.

G. P. Putnam
Chief of Bureau or Office.

Department of Commerce and Labor

LIGHT HOUSE BOARD
JUN 8 1909
NO.

EFFICIENCY REPORT

(Read the instructions on the reverse side of this Form before attempting to fill it out.)

1. Bureau Light-House - 7th Dist. 2. Where employed Santa Rosa Sound Rg. Lts., Fla.
3. Name Brooks, Clairmon, 4. Where born Alabama.
5. Age 36 yrs. 6. Position Keeper.
7. Compensation $450. pa. 8. When appointed (*a*) About Mar. 12, 1898.
9. How appointed (*b*) Through Civil-Service Examination.
10. Appointed from — State Florida. Congressional District 3rd. County Santa Rosa.
11. Status under Civil Service Rules (*c*) Classified Competitive.
12. Is the employee an honorably discharged soldier or sailor? No.
13. Other Government service None.
14. Duties (describe fully) Tends 2 beacon lights (5-day lens-lanterns) at the entrance to Santa Rosa Sound, Fla.; distance between lights about 1/4 mile. Attends to necessary reports, correspondence and accounts, and paints beacons when necessary.
15. Efficiency — Quantity of work (*d*) 0.8; Quality of work (*e*) Good.; Interest manifested in work (*f*) Yes; good interest manifested.
16. Is this employee fully earning the salary he is now receiving? Yes.
17. Remarks (*g*) Nothing not brought out by above questions.

O. R.

AWARDED

CAPTAIN, U. S. N.
NAVAL SECRETARY

Head of Bureau or Office.

JUN 5 - 1909, 19

11—3005

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

Department of Commerce and Labor

OFFICE OF THE SECRETARY

Washington

October 12, 1904.

Gentlemen:

Referring to the Commission's letter of August 26, 1904, transmitting a complaint of undue political activity on the part of Mr. T. C. Brooks, said to be keeper at Choctaw Hatchee Bar Beacon Light, Florida, an investigation shows that it was Mr. Clairmon Brooks, keeper at Santa Rosa Sound Range Beacon Lights, Florida, against whom the complaint was intended to be lodged.

The Department returns herewith the two affidavits and a copy of all the correspondence relating to the case, from which it appears that this charge is unjust.

Mr. Brooks acknowledges serving as an inspector in a primary election and carrying ballot boxes after the election, but as these are acts which any good citizen may perform without becoming objectionable to other good citizens, it should not be held against him unless in acting as such inspector he neglected his duties as light-keeper, or made use of his position in violation of Executive Order of June 13, 1902.

He denies so doing and is sustained by the Inspector of the Seventh Light-House District, whose knowledge of the coast folk of

2.

Santa Rosa Sound and their habits, should have no inconsiderable weight in estimating the culpability or otherwise of the accused.

Respectfully,

Secretary.

The Civil Service Commission.

Inclosure No. 686.
WK

Memo.

Department of Commerce and Lab

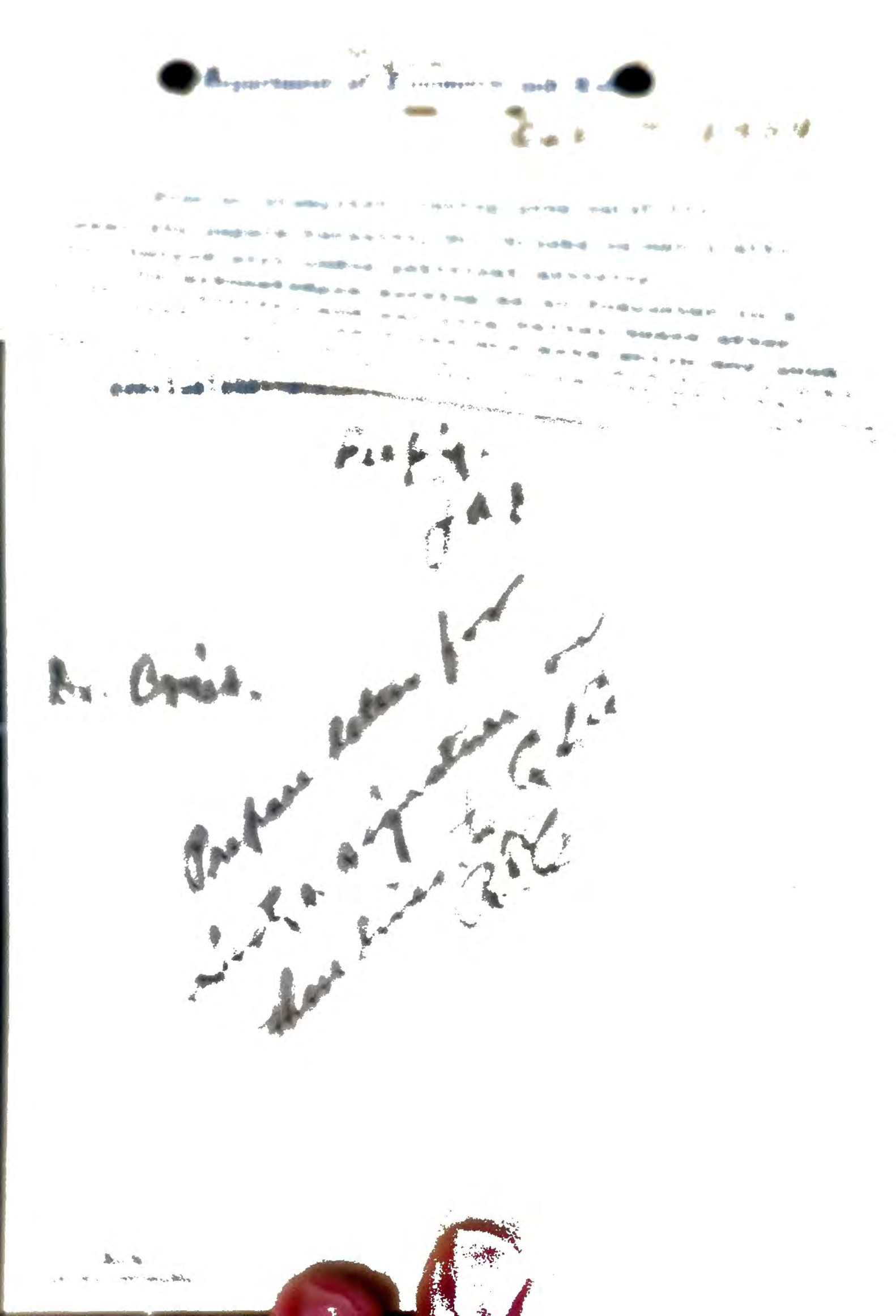
Oct. 7, 1904.

From my viewpoint, having gone carefully over the papers herewith, Mr. Brooks cannot justly be charged with undue political activity.

He acknowledges serving as an Inspector in a primary election and carrying ballot boxes after the election, but as these are acts which any good citizen may perform without becoming objectionable to other good citizens, it should not be held against him unless in acting as such Inspector he neglected his duties as light-keeper or made use of his position in violation of Executive Order of June 13, 1902.

He denies so doing and is sustained by the Inspector of the Seventh Light-House District whose knowledge of the coast folk of Santa Rosa Sound, and their habits, should have no inconsiderable weight in estimating the culpability or otherwise of the accused.

No. 4.
(Ed. 4-19-1904—500,000.)



COPY...

State of Florida)
Santa Rosa County)

Personally appeared before me, a Notary Public, in and for the State of Florida at large, J. R. Wright, Jr., and W. H. Wick, to me well known, who being duly sworn, testify that at primary elections held, one on May the tenth, the other on June the seventh, A. D., 1904, T. C. Brooks, keeper at Choctawhatchee Bar Beacons, did act as inspector each time, used his influence in getting voters to vote for his friends, even going into the booths with said voters when they went to vote; also, at the close of each election said Brooks did carry the ballot boxes to Milton, a distance of sixty-five miles.

(SIGNED) J. R. WRIGHT, Jr.

(SIGNED) W. H. Wick

Sworn and subscribed to before me this 11th day of July, A. D., 1904.

(SIGNED) W. C. PRYOR

Notary Public.

(SEAL)

COPY....

State of Florida)
Santa Rosa County)

Personally appeared before me, a notary public, T. J. Pryor, to me well known, who being duly sworn testifies that at a primary election held May the tenth, A. D., 1904, at Mary Esther state and county aforesaid, T. C. Brooks did act as inspector, violating the election laws under protest, by exerting strongly his influence among voters, persuading them to vote for certain of his friends, even going into the booth with them and helping them to make out their ballots. Furthermore, prior to the said election he did keep the county's registration book for a period of more than five weeks. Also, at the close of said primary election, said Brooks did take the ballot box to Milton, a distance of sixty-five miles. He has been absent from his place of work on several occasions for two or more days at a time.

(SIGNED) T. J. PRYOR

Sworn and subscribed to before me this 12th day of July, 1904.

(SIGNED) W. C. PRYOR

Notary Public.

SEP 26 1904
Received

Mary Esther Fla
July 21st 1904

Hon. John. A. H. Nickels.
Commander U.S.N. Inspector.
Key West Fla.

Dear Sir;
It has just come to my ears that I have been reported for serving as an Inspector and carrying in the ballot boxes in the primary election held here on may 10th and June 7th 1904. I did serve as an Inspector and carried in the boxes. which if you will refer back to my absent reports for those months you will see that they show that I left home on the morning of may 12th and returned on the evening of may 13th 1904. and left on June 9th and returned on the Evening of June 10th 1904.
why I went with the boxes was that none of the other Inspectors wanted to carry them in.
and I didnt think that I was doing any wrong by doing so. so long as I done my offical work alright which I have always done to the best of my ability and can from the same by honest dealing people. from the U.S. Senate down. I dont know just who died the

reporting but if it is the ones who I hear it is why. I am not surprised at it as some of the parties did all they could to get this job when the beacons were first erected, but failed and it seems that they have never liked me since I succeeded in getting it myself. I can explain an other reason why they are mad with me. You remember that on Dec 11th last that the Str Florida of Dunwoody Atkins Tow Boat Co. knocked down the rear beacon in my charge. And when it was raised they employed a J.R. Wright to paint the new work. And when he had finished his work I inspected it and found it to be a poor job of painting, which I reported to the U.S. Engineers as I was requested to do by the Supt of that department. I understand that he has said that I should of came to him about it if it wasnt done good enough, but as that wasnt my orders I did not do so. I did just as requested by the Supt. The work stands for you to see when you visit the station which I hope you will be able to do before it is repainted. I have also heard that his supporters have said that they intended

have me thrown out and get the Job for him
I have the first time to have a light-house Inspector
to say a cross word to me about my work, they
have always said that I kept my lights in
the best of order, and I am perfectly willing for
you to go to any one who is not mad with
me and see what they will say about me, I have
my first time to be drunk or fail to attend
to my work. I never think of leaving my post
without having my Bro J. W. B. in charge who
thoroughly understands the operation of these lights
and who also belongs to the Civil Service in
the light-house department.
Trusting that you will take up the matter and see
who is in the wrong and thanking you in
advance for what you will do for me
I am yours very Respectfully
Claiman Brooks.
Keeper Santa Rosa Sound Beacons.

Following is a list of men who have known me from my boyhood.
U.S. Senator S.R. Mallory of Pensacola. Hon T.E. Wells Mayor City Pensacola. Hon N.B. Cook Supt Public Instruction Pensacola. Mr W.A. L'Engle-brite Druggist Pensacola. Dr. H.L. Simpson Pensacola. E.E. Saunders & Co Pensacola. Capt Thos London Str Florida Pensacola. Mr J.M. Smith Chief Engineer Str Florida Pensacola. Louis Friedman & Co Pensacola. Mr H.O. Anson merchant Pensacola. Mr H. Muller merchant Pensacola. Green Watson & Co Pensacola. Wm Johnson & Son Pensacola. Walton Co Pensacola. Capt H.M. Witthill Mail Contractor betwen Pensacola & Boggy Fla. Hon E.L. McDaniel Supt Public Instruction Milton Fla. Hon. J.H. Harwell member House of Representatives Santa Rosa Co. Bagdad Fla. the Milton Planing Mill Co. Milton Fla. David Mitchell Sheriff Santa Rosa County Milton Fla. Hon L.P. Olson Clerk Circuit Court Milton Fla. Mr Wm Marler light-keeper at Destin Fla. Alfred Destin Key West Fla. Duncan Bros fruit

Esther Fla.

Received

Please refer to their people for information regarding me, as if they would not say that I am a man of sober habits and attend to my business strictly.

You know that there is always two sides to every thing, and I would feel thankfull to you if you would see fit to look up the matter and see for yourself who is in the wrong.

Yours very respectfully

Clairmon Brooks

Sept 15th 1904

Hon John A. H. Nickels.
Commander U.S.N. Inspector
Key West Fla.

Dear Sir!
I am today in receipt of yours of 10th inst requesting me to make a full explanation of the charges made against me for taking a part in the elections held here on may 10th and June 7th of this year.
I will say that the supervisor of Registration sent me the Registration book and asked me to keep it open at my place Tuesdays and Sundays of each week for four weeks and then return it to him at once after that period, which I did.
And later I was appointed as an Inspector of said primary elections and I filled my place in both places strictly according to the primary law. as for my trying to mislead any one at that place I must say it is an absolute falsehood and can be proven by 9 10th of the voters present. there is no honest thinking person who will say that I asked any one to vote any way at the polls. we have a state law governing the elections

I requested Mr. Brooks to answer the charges made against him, and his answer is herewith enclosed.

I had of thought for one time that I was violating the laws of the L. S. board, why I would not of taken any part in the handling of the elections, but as I havent seen any thing in the instuctions to Keepers forbiding the same I thought it would be alright so as I kept my work up in good shape, which no one can say that I havnt always done to the best of my ability.

but if then is any violations or objections to such actions I am very sorry that I served and beg pardon for the same, and will not do so any more.

I would feel more than greatfull to you if you would see fit to have every voter present at said primary elections summoned and see what they will say about my conduct during such elections as for them bring any protest or contest on my accout it is not so those two or three fellows who seems to want to attend to every body's business tried to cause some thing of the kind but b..

I requested Mr. Brooks to answer the charges made against him, and his answer is herewith enclosed.

Office of Inspector, 7th District

Key West, Fla.

Four Inclosures.

Sept. 22, 1904.

SUBJECT: Investigation of charges against Clairmon Brooks, Keeper, Santa Rosa Sound Range Beacon Lights.

The Light-House Board,

Washington, D. C.

Sirs:

Referring to the Board's letter of Sept. 6, 1904, File No. 559, transmitting copy of Department letter of August 29, '04, inclosing two affidavits, received by reference from the Civil Service Commission, alleging undue activity on the part of T. C. Brooks, who is described as the Keeper of the Choctawhatchee Bar Beacon Lights, Florida, and the Board's suggestion that the complaint may possibly refer to Clairmon Brooks, Keeper of the Santa Rosa Sound Range Beacon Lights, also the Board's instructions to make an investigation and report of this matter, with the return of these affidavits, I have the honor to state that it was Mr. Clairmon Brooks Keeper of the Santa Rosa Sound Beacon Lights, against whom these Complaints were intented to be lodged.

I requested Mr. Brooks to answer the charges made against him, and his answer is herewith enclosed.

[illegible] of the [illegible], which they be-

lieve, and possibly of his being better fitted for the duties

than any of the other people living in that vicinity.

I fail to see where Mr. Brooks has exercised undue political

activity.

There is also enclosed a letter, which Mr. Brooks sent to

this office, in July last, explaining his connection with the elections

at which he served as Inspector.

Very respectfully,

John A. H. Winkels

Commander, U. S. N.,

Inspector 7th L.F.District.

A.B.



Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

August 30, 1904.

Gentlemen:

The Commission is informed, in response to its letter of August 26, 1904, inclosing affidavits charging undue political activity on the part of T. C. Brooks who is said to be keeper of the Choctaw Hatchee Bar Beacon Lights, Florida, that the Department will investigate the complaint and will communicate further with the Commission in relation thereto.

Respectfully,

Acting Secretary.

The Civil Service Commission.

P-G

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

August 29, 1904.

Gentlemen:

The Department transmits herewith two affidavits received by reference from the Civil Service Commission alleging undue political activity on the part of T. C. Brooks, who is described as the keeper of the Choctaw Hatchee Bar Beacon Lights, Florida. While the Department has no record of the employment of T. C. Brooks in the Light-House Service, it is thought possible that the complaint refers to Clairmon Brooks, keeper of the Santa Rosa Sound Range Beacon Lights.

The Department desires that diligent inquiry be made into this charge with a view to determining whether or not the Civil Service Rules or the Executive Orders on the subject of political activity of federal employees have been violated.

Upon conclusion of the Board's inquiry report should be made to the Department together with the return of these papers.

Respectfully,

Jeremiah J. Rooney
Acting Secretary.

The Light-House Board.

Inclosure No. 1444.
I-G

C-FES

Address: "CIVIL SERVICE COMMISSION, WASHINGTON, D. C."

United States
Civil Service Commission,
Washington, D. C.

IN YOUR REPLY REFER TO FILE NO. AND DATE OF THIS LETTER.

OFFICE OF THE CHIEF CLERK
RECEIVED
AUG 27 1904
DEPT OF COMMERCE AND LABOR

August 26, 1904.

The Honorable

The Secretary of Commerce and Labor.

Sir:

The Commission has the honor to transmit herewith a complaint of undue political activity on the part of Mr. T. C. Brooks, who is said to be keeper of the Choctaw Hatchee Bar Beacon Light, Florida, supported by affidavits, which are enclosed. It is probable that the political activity complained of is in violation of section 1 of Rule I, which provides that no person in the executive civil service shall use his official authority or influence for the purpose of interfering with an election or affecting the results thereof. It is requested that the Department make an inquiry into the matter and report to the Commission, with the return of the papers. It may be stated that the Commission has no record of the appointment of Mr. Brooks in the classified service.

Very respectfully,

Harry F. Greene
Acting President.

OFFICE OF THE CHIEF CLERK
FORWARDED
AUG 27 1904
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR

Encl. KEYED.

Wrote Commission & L. H. Board
8-30-04

B.

TREASURY DEPARTMENT

OFFICE OF THE LIGHT-HOUSE BOARD

All communications should be addressed to "The Light-House Board.

Washington, January 15, 1901.

The Honorable,

The Secretary of the Treasury.

Sir:

The Board has the honor to ask the transfer of Mr. Clairmon Brooks from the position of Keeper of the Choctawhatchee Bay Range Beacon Lights, Fla., at $500. a year, to that of Keeper of the Santa Rosa Sound Range Beacon Lights, Fla., to date from 10 Jan'y, 1901, with pay at the rate of $450. a year.

This transfer is asked for the reason that authority was given by the Department on 11 Jan'y, 1901, for the discontinuance of the Choctawhatchee Bay Range Beacon Lights, and the Santa Rosa Sound Range Beacon Lights have been established in their place.

The Department, by its letter of 12 Jan'y, 1901, authorized a Keeper for the Santa Rosa Sound Range Beacon Lights, to date from 10 Jan'y, 1901, with pay at the rate of $450. a year.

Respectfully,

Thomas Perry

Captain, U. S. N.,

Naval Secretary.

(All communications should be addressed to "THE LIGHT-HOUSE BOARD.")

W

Treasury Department,

Office of the Light-House Board,

Washington, D. C., 3 April, '99.

The Honorable,

The Secretary of the Treasury.

Sir:

The Board has the honor to ask that Mr. Clairmon Brooks, Keeper of Choctawatchee Bay Range Beacons, Fla., be given a full appointment, to date from 1 March, '99, with pay at the rate of $500. a year.

The probationary appointment of Mr. Brooks expired on 28 Feb'y, '99, and the Inspector of the District recommends that he be given a full appointment.

Respectfully yours,

C McAlley

Commander, U. S. N.

Naval Secretary.

PERSONAL INFORMATION SHEET

NOTE.—This sheet is to be used only in cases of persons transferred to the Department of Commerce and Labor, by operation of law, July 1, 1903.

Department of Commerce and Labor

OFFICE OF THE SECRETARY

Washington

May 15, 1904.

To the Heads of Bureaus of the Department of Commerce and Labor:

For the purpose of enabling the Department to obtain a complete record of its officers and employees, you are hereby requested to furnish the information called for in Part II of this form, relative to each appointee or employee, now in the service, who was serving in your Bureau June 30, 1903, and was transferred to the Department of Commerce and Labor July 1, 1903, pursuant to the acts of Congress approved February 14, 1903, and March 3, 1903, and to have every such person answer each of the questions in Part I of this form and sign the same. Officers in charge, subordinate to heads of Bureaus, are expected to review this sheet, after it has been executed, to see that all questions have been answered, and, after doing so, to forward it immediately to the head of the Bureau for transmission to the Department.

Geo. B. Cortelyou

CARDED *Secretary.*

PART I.

(Blanks in Part I are to be filled by the appointee or employee; but if he is unable to write legibly, another person may write the answers at his dictation. In either case, the statement is to be signed by the appointee or employee. If he is unable to write, he may sign by mark in the presence of one witness. If he is unable to answer any question, he should indicate that fact.)

1. What is your full name? (Do not use initials, but spell out each name and state whether Mr., Miss, or Mrs. Example: Mr. John Richard Doe.) Mrs Clairmon Brooks

2. How do you write your name on the pay roll? Clairmon Brooks

3. What is your present legal (voting) residence? (Give city or town, State or Territory, county, and Congressional district.) Mary Esther / Fla / Santa Rosa / 3rd
City or town. / State or Territory. / County. / Congressional district.

4. What is your race? (Answer "white," "colored," or "Mongolian.") White 3rd

5. Where were you born? Geneva Ala

6. When were you born? Dec 23rd / / 1872
Month. / Day. / Year.

7. Are you pensioned by the United States Government? (Answer "Yes" or "No.") No

11—1433

8. Are there any members of your family, besides yourself, in the civil service of the United States Government? (If so, give below their names, relationship, the Departments and Bureaus or Services in which they are employed, and the positions they occupy.)

Name.	Relationship.	Department.	Bureau or Service.	Position.
I none				

9. How long were you in the civil service of the United States Government prior to July 1, 1903?

Five years and four months

10. If you were appointed through a civil service examination, state, as near as you recollect, the name and date of the examination. If not so appointed, state how you entered the service. (Examples: "Appointed before position was classified;" or, "By reinstatement;" or, "By transfer from ————," stating Department, Bureau or Service, position, and salary, if known.)

I was nominated as Keeper of a Light Station on may 1st 1898 and was appointed by Civil service examination either a[illegible] or may of same year at a salary of 600 per year

11. Have you any physical disabilities? (If so, describe briefly. If you have defective eyesight, state whether corrected by glasses.)

I have no physical disabilities that I know of

12. Were you in the military or naval service of the United States during the Civil or Spanish-American wars? (If so, give the information called for by the blanks below.)

Regiment and company, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
No			

13. If you served in the military or naval service of the United States at any time, other than during the Civil and Spanish-American wars, indicate such service in the spaces below.

Regiment and company, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
No			

14. What was your occupation prior to entering the United States civil 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 for the Government indicated in your answers to questions 9, 12, and 13.)

Fishing and casting trade

15. What education have you received? (Indicate the grades of schools you have attended, and, in case 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., 1900; Columbia University, LL. B., 1903.")

I have only a common schad education

16. What special qualifications have you—professional, technical, mechanical, etc.? (Examples: Qualified as "Lawyer," or "Civil Engineer," or "Draftsman," or "Carpenter.")

I can operate a Electric Spark Engine and also do carpenter work to some extent

17. What, if any, civil

17. What, if any, civil service examinations have you passed? (State name and date of each, as near as you recollect.)

For the Light-House Service. April or May of 1898 as near as I can recollect. June 11, 1898

18. Were the answers to the foregoing questions written by you? (If not, state the name and address of the person who wrote them for you.)

Yes

19. State the date upon which the above blanks were filled. June 8th, 1904

Witness:

(Signature) Clairmon Brooks

P. O. Address: Mary Esther
City or town.

In case signature is by mark.

Number and street.

Fla
State or Territory.

Reviewed, approved, and forwarded AUG 12 1904, 190

(Signature) John A. H. Nicol Comdr, U.S.N.

(Official title) Inspector 7th L. H. District

PART II.

(Blanks in Part II are to be filled by the executive officers of the various Bureaus of the Department, or, at their direction, by some official who can give the information desired. If unable to answer any question, indicate that fact.)

1. State the Bureau or Service, place, and district in which the person who answered the above questions was employed July 1, 1903.

LIGHT HOUSE (Bureau or Service.) Santa Rosa Sound Rg. Beacon Lights (Place (city, town, or station).) 7th (District.)

2. What position did he hold July 1, 1903? Keeper.

3. On what date was he appointed to this position? Jan. 10, 1901.

4. How long had he served in the Bureau or Service in which he was employed July 1, 1903?

5 3/12 years.

5. What was his salary July 1, 1903? $450 per annum.

6. From what appropriation was he paid July 1, 1903? SALARIES of KEEPERS of LIGHT HOUSES.

7. Was the position he held July 1, 1903, excepted, competitive, or unclassified under the civil service rules?

Competitive

11—1433

Appointed May 12, 1898

Mar. 1, 1898
Admitted to the Bar of Georgia

8. If the position was classified, state the date of classification. ~~June 11, 1898~~ May 6/46

9. If the appointee or employee was appointed through examination, state the kind of examination. If not so appointed, state how he entered the position. (Examples: "Appointed before position was classified;" or, "By reinstatement;" or, "By transfer from ————," stating Department, Bureau or Service, position, and salary, if known.)

Keeper L.H. Service (appointed before classified, examined after commencement of civil service.)

10. Is the appointee or employee required to give bond? No.

(Signature) John A. Hitchcock Comdr. U.S.R.C.S.

(Official title) Inspector 7th L.H. District.

Date: AUG 12 1904, 190

11—1433

Form No. 111.

March 12, 98
500.

OATH OF OFFICE.

Prescribed by Section 1757, Revised Statutes.

I, Clairmon Brooks, do solemnly Swear 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.

Clairmon Brooks.

Sworn to and subscribed before me, this 1, day of Sept., A. D. 1898.

H. C. Pryor,
Notary Public.

NAME OF OFFICE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
Keeper	Choctawhatchee	Ala.	Fla.

This Oath should be taken before a Justice of the Peace, Notary Public, a Judge, or a Clerk of a Court, and never before a Collector of Customs, as the latter has no power to administer an oath in such cases. It should be taken at or before the time *when an employé goes on duty*, whether he holds an appointment or not. When attested it should be forwarded to the LIGHT-HOUSE BOARD.

[Ed. 1-4-'88—2,000.]

(All communications should be addressed to "THE LIGHT-HOUSE BOARD.")

SWS

Treasury Department,

Office of the Light-House Board,

Washington, D. C., 16 July, 1898.

The Honorable,

The Secretary of the Treasury.

Sir:

The Board has the honor to inform you that Mr. Clairmon Brooks was the only applicant for the position of Keeper of the Choctawhatchee Bay Range Beacons, Fla., and that at an examination held by the Local Civil Service Board of the Seventh Light House District, on 11 June,'98, he attained a general average of 85.

Mr. Brooks received a temporary appointment as Keeper of this range of lights on on 12 March,'98. He has given satisfaction to the Inspector of that District, and is recommended by him. The Board, therefore, respectfully asks that he may now receive a permanent appointment.

Respectfully yours,

R

L McLellan

Commander, U. S. N.,

Naval Secretary.

Form No. 111.

OATH OF OFFICE.

Prescribed by Section 1757, Revised Statutes.

I, Clairmon Brooks, do solemnly Swear 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.

Clairmon Brooks

Sworn to and subscribed before me, this 1st day of March, A. D. 1898

F. W. Marsh
Clerk U. S. Circuit Court
Per Pearl Wheat, Deputy

NAME OF OFFICE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
Light Keeper	Choctawhatchee Bay Range Beacons.	Ala.	Fla.

This Oath should be taken before a Justice of the Peace, Notary Public, a Judge, or a Clerk of a Court, and never before a Collector of Customs, as the latter has no power to administer an oath in such cases. It should be taken at or before the time *when an employé goes on duty*, whether he holds an appointment or not. When attested it should be forwarded to the LIGHT-HOUSE BOARD.

[Ed. 1-4-'88—2,000.]

LIGHT-HOUSE BOARD.
Form 72.

NOMINATION OF LIGHT KEEPER.

To be sent to the Light-House Board.

Office of the Inspector, 7th Light-House District,

March 1st, 1898.

To the Secretary of the Treasury,

Washington, D. C.

Sir:

I have the honor to nominate Mr. Clairmon Brooks

~~Acting~~ *for appointment as* ~~Acting~~

Keeper of the *Beacon Light *Station at* Choctawhatchee Bay, Fla., *to take effect from date of entering on duty,* ~~in place of~~ at a Salary of $500. per annum.

~~who~~† New Station.

....., 189 .

APPROVED AND FORWARDED:

.....
Naval Secretary.

Respectfully yours,

Saml Belden
Commander, U.S.N. *Inspector.*

EXTRACTS FROM THE REGULATIONS OF THE LIGHT-HOUSE BOARD.

Inspectors are to select keepers and assistants with particular reference to their fitness for and capacity to perform the duties required of them. Members of the keeper's family should only be nominated in rare and exceptional cases, where the interest of the service requires it.

Keepers and assistants must be over eighteen years of age when appointed. They must be able to read and write, and in every respect be competent to discharge the duties of keeper. Assistants are required to observe the orders of the keepers in all matters connected with the duties of the establishment; and any disobedience of such orders will be held as a sufficient cause for recommending their discharge.

Men of intemperate habits, and those who are otherwise mentally or physically incapable of performing the duties of light keepers, must not be nominated for appointment.

Keepers, when appointed, will receive instructions from the inspector as to the time of entering upon their duties, and will be paid at the rates stipulated in their appointments, from the date at which they actually enter upon their duties, and not before.

---

* State whether light or fog-signal station.

† Here must be stated the manner in which the vacancy arose which this nomination is intended to fill. Thus: resigned; deceased; or removed.

NOTE.—This form to be filled in and signed by the nominee.

Mary Esther, Florida

March 1st, 1898.

Please answer the following questions, and sign your name in *full*.

Where were you born? Geneva, Geneva County, Alabama

Are you a citizen of the United States? Yes

What is your age? Twenty five years

Are you married? Yes

Were you ever in the U. S. Army or Navy—either regular or volunteer—or in the Marine Corps? If so, state the company, regiment, or vessel. I never have been in the Service of the United States

In what capacity? —

Where, and how long did you serve? —

Were you honorably discharged? —

When and where? —

What qualifications do you possess for the position you desire? I am sober and industrious; have a common school education and think I have sufficient intelligence to perform the duties required of me as a Light Keeper

By whom are you recommended?

Hon. S. R. Mallory, U.S. Senator from Florida

Where is your present *legal* residence? Giving Town, County, State, and number of Congressional District.

Mary Esther, Santa Rosa County, Florida

What other Government appointments have you held, and why did you not continue therein?

I have never held a Government Office.

Have you any relatives in any branch of the Government service? *If so, state* WHO *they are, in what capacity they are employed, and what relation.*

No.

(SIGN NAME IN FULL.) Clairmon Brooks

(Ed. 6-12-'94—3,000.)

LIGHT-HOUSE BOARD.
Form 72.

NOMINATION OF LIGHT KEEPER.

To be sent to the Light-House Board.

Office of the Inspector, 7th Light-House District,

March 1st, 1898.

To the Secretary of the Treasury,

Washington, D. C.

6/206

Sir:

I have the honor to nominate M. Clairman Brooks

~~Acting~~ *for appointment as* ~~Acting~~

Keeper of the *Beacon Light *Station at* Choctawhatchee Bay, Fla.

, to take effect from date of entering on duty, in place of at a salary of $500. per annum ~~who~~† New Station.

March 8th, 1898. *Respectfully yours,*

APPROVED AND FORWARDED:

Geo. F. Wilde Comdr. USN
Naval Secretary.

Saml Belden
Commander, USN *Inspector.*

EXTRACTS FROM THE REGULATIONS OF THE LIGHT-HOUSE BOARD.

Inspectors are to select keepers and assistants with particular reference to their fitness for and capacity to perform the duties required of them. Members of the keeper's family should only be nominated in rare and exceptional cases, where the interest of the service requires it.

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Men of intemperate habits, and those who are otherwise mentally or physically incapable of performing the duties of light keepers, must not be nominated for appointment.

Keepers, when appointed, will receive instructions from the inspector as to the time of entering upon their duties, and will be paid at the rates stipulated in their appointments, from the date at which they actually enter upon their duties, and not before.

---

* State whether light or fog-signal station.

† Here must be stated the manner in which the vacancy arose which this nomination is intended to fill. Thus: resigned; deceased; or removed.