LIGHTHOUSE SERVICE/LIFESAVING SERVICE—RECORDS CHECKED

Employee Name: Burritt Ira G **DOB:** 1866 WI

Records checked:

Agency: Commerce 6028 Area: Bay 10, Lower Catwalk positive (negative)

Agency: Commerce 6029 Area: Bay 10, Lower Catwalk positive (negative)

Agency: Old Commerce Area: Bay 10, Lower Catwalk (positive) negative

AND

Agency: Treasury 2189 Area: Bay 13, Lower Catwalk positive (negative)

Agency: Treasury 2188 Area: Bay 13, Lower Catwalk positive (negative)

Agency: Old Treasury Area: Bay 13, Lower Catwalk (positive) negative

If Negative:

Agency: Treasury SRCs series 1 Area: Bay 13, Lower Catwalk positive negative

Agency: Treasury SRCs series 2 Area: Bay 13, Lower Catwalk positive negative

Agency: Treasury SRCs series 3 Area: Bay 13, Lower Catwalk positive negative

Agency: Coast Guard SRCs Area: Bay 13, Lower Catwalk positive negative

If Negative:

CMRS: possible CG service Area: _____ positive negative

ARCIS: _____ Area: _____ positive negative

Notes: _____

BURRITT, IRA

Died March 6, 1932

Out returned 3/31/30

Ira Burritt

Form 73 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE.

BUREAU OF LIGHT-HOUSES ☆ OCT 22 1910 ☆ DEPT OF COMMERCE AND LABOR.

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

Office of Inspector, 12th ~~Light-House~~ District,
Chicago, Illinois,
October 18, 1910.

Commissioner,
The ~~Light-House Board~~,
Bureau of Light-Houses,
Washington, D. C.

Sirs: I have the honor to recommend the (1) probationary appointment (Probationary appointment, transfer, promotion, etc.)
of (2) Ira Burritt (Name of person—letter for letter—as reported to Board) of (3) Michigan (State of legal residence)
~~from (4)~~ ~~(Official title of present position, as Keeper, First Assistant Keeper, etc.)~~
~~at (5)~~ ~~(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)~~
~~at (6) $~~ ~~(Salary now paid)~~ to (7) Second Assistant Keeper (Official title of position, as Keeper, First Assistant Keeper, etc.)
at (8) Manistee Pierhead Light and Manistee Light-Station, Mich., (Official name of aid, as given in Light List, as Absecon Light-Station, N. J.) at
(9) $450.00 p. a. (Salary recommended), effective beginning (10) October 16, 1910, (the date
of his entrance on duty) ~~(or as soon thereafter as he enters on duty)~~ (Strike out the clause not appropriate)
in the place of (11) Charles R. Scriven (State name of *last* person holding position)
who (12) resigned (Died, transferred, resigned, dismissed, etc.) on (13) October 10, 1910. (Last day of service)
Mr. (14) Burritt stands No. (15) 4 in list of eligibles,
Class (16) II, with an average of (17) 88.4 per cent, and
was considered with (18) William Gordon and Robert E. W. Kurtzhals. Mr. Gordon and Mr. Kurtzhals both stated that they would accept this position.
~~(19) letters of declination of~~ ~~herewith.~~

Respectfully,

D W Harmon

Lieut.-Commander, U.S.N.,
Inspector, 12th Light-House District.

HSB-JL
ONE inclosure.

Department of Commerce and Labor
BUREAU OF LIGHT-HOUSES
LIGHT-HOUSE BOARD

October 22, 1910., 19

Approved, and respectfully forwarded to the Honorable the Secretary of Commerce and Labor. Attention is invited to the attached letter of the 18th instant from the 12th Inspector, relative to the selection of Mr. Burritt for this position.

A A Lemmon

Acting Commissioner.

NOTE.—This form should be sent to the Light-House Board in duplicate. Letters of declination if any should be sent with this letter.

This letter is returned for correction of items Nos. .....

PROBATIONARY APPOINTMENT—PRIOR DATE

Department of Commerce and Labor
OFFICE OF THE CHIEF CLERK
Washington

Sir: October 25, 1910.

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

~~Second Assistant Keeper of Manistee Pierhead Light and Manistee Light-~~
Station, Michigan.

in the ~~Light-House Service,~~

at a salary of ~~Four Hundred and Fifty~~ dollars

per ~~annum~~, for a probationary period of six months, effective

beginning ~~October 16, 1910,~~, on and after which date you have

continuously served in the above-mentioned position.

Retention in the service after the expiration of your probationary period shall be equivalent to absolute appointment.

(Vice Charles R. Scriven.)
(Civil-service certificate No. .....)

By direction of the Secretary:

Respectfully,

Mr. Ira Burritt.

(Signed) A. GORDON-CUMMING

Through the Commissioner of Light-Houses. Acting Chief Clerk.

Appropriation:

Le
D

11—3693

Form 73 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

TW
119/B

Office of Inspector, 12th L. H. District,
Chicago, Ill.,
March 11, 1911.

Commissioner of Lighthouses,
The ~~Light-House Board~~,
Washington, D. C.

Sirs: I have the honor to recommend the (1) promotion (Probationary appointment, transfer, promotion, etc.)
of (2) Ira Burritt (Name of person—letter for letter—as reported to Board) of (3) Michigan (State of legal residence)
from (4) Second Assistant Keeper (Official title of present position, as Keeper, First Assistant Keeper, etc.)
at (5) Manistee Pierhead Light and Manistee Light-Station, Mich., (Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
at (6) $450.00 p. a. (Salary now paid) to (7) First Assistant Keeper (Official title of position, as Keeper, First Assistant Keeper, etc.)
at (8) Manistee Pierhead Light and Manistee Light-Station, Mich., (Official name of aid, as given in Light List, as Absecon Light-Station, N. J.) at
(9) $480.00 p. a. (Salary recommended), effective beginning (10) March 9, 1911, (the date
of his entrance on duty) ~~(or as soon thereafter as he enters on duty)~~ (Strike out the clause not appropriate)
in the place of (11) Knute A. Nelson (State name of *last* person holding position)
who (12) was transferred (Died, transferred, resigned, dismissed, etc.) on (13) March 9, 1911. (Last day of service)
~~Mr. (14) stands No. (15) in list of eligibles,~~
~~Class (16), with an average of (17) per cent, and~~
~~was considered with (18)~~
~~(19) letters of declination of herewith.~~

Respectfully,

Lieut.-Commander, U.S.N.,
Inspector, 12th Lighthouse District.

Department of Commerce and Labor
BUREAU OF LIGHT-HOUSES
LIGHT-HOUSE BOARD

MAR 15 1911, 19

Approved, and respectfully forwarded to the Honorable the Secretary of Commerce and Labor.

Acting Commissioner

H80

NOTE.—This form should be sent to the Light-House Board in duplicate. Letters of declination, if any, should be sent with this letter.

This letter is returned for correction of items Nos. ____

GENERAL APPOINTMENT-PRIOR DATE

Department of Commerce and Labor
OFFICE OF THE CHIEF CLERK
Washington

March 16, 1911.

Mr. Ira Burritt,
Through the Commissioner of Lighthouses.

Sir:

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

First Assistant Keeper of Manistee Pierhead Light and Manistee Light Station, Michigan,

in the Lighthouse Service

at a salary of Four Hundrod and Eighty dollars per annum,

effective March 9, 1911, on and after which date

you have continuously served in the above-mentioned position.

(By promotion from Second Assistant Keeper at $450 per annum.)

By direction of the Secretary:

Respectfully,

(Signed) ROBT. M. PINDELL, JR.

Le
D

Chief Clerk.

Appropriation:

Vice: Knut A. Nelson,

Legal Residence: Michigan,

11—1774

GENERAL APPOINTMENT—FIXED DATE

Department of Commerce ~~and Labor~~
APPOINTMENT DIVISION
Washington

May 29, 1913.

Mr. Ira Burritt,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, First Assistant Keeper in the Lighthouse Service at a salary of Five Hundred and Forty dollars per annum, effective June 1, 1913.

(By increase in compensation from $480 per annum.)

By direction of the Secretary:

Respectfully,

(SIGNED) GEO. W. LEADLEY.
Chief of Appointment Division.

C
F

June 1, 1913.

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

Legal Residence: Michigan.

11—1393

Increase in salary to continue so long as no quarters are provided by the Government. File 1509 Bureau letter May 3, 1913.

READ THE INSTRUCTIONS ON PAGE 3

Department of Commerce and Labor

EFFICIENCY REPORT

MAY 10 1911

(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 Ira Burritt 2. Age 43 (Last birthday.)

3. Bureau Lighthouse. 4. Position First Assistant Keeper.

5. Compensation $480.00 p.a. 6. Where employed Manistee Pierhead Light, and Manistee Light-Station, Mich.

7. When appointed (*a*) Oct. 16, 1910. 8. How appointed (*b*) Through Civil Service Examination.

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) Assists in care and operation of 2 lights and a steam fog-signal (3 keepers). Station open all year.

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	85	3	255
Interest manifested in work (see also Question 17)	85	3	255
Attendance	100	2	200
Total		8	710
Average percentage			88¾

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.
—	—	—	—	—	—	0	0	0

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.) Routine.

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.) Underpaid as compared with keepers provided with quarters for family. Salary should be increased $10 per month in lieu of quarters. If the present salary is above or below a fair equivalent, state what, in your opinion, it should be. $600.00 per annum

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—

[signature]

COMMANDER, U. S. N.,
INSPECTOR 9TH LIGHTHOUSE DISTRICT.

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

[redacted]

11-[redacted]

[redacted]

Chief of Bureau or Office.

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT NOV 10 1914 HOUSES

November 7, 1914.

Mr. Ira Burritt,

Through the Commissioner of Lighthouses.

Sir:

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

First Assistant 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 $540 per annum.)

Nov. 16, 1914.

By direction of the Secretary:

Respectfully,

(SIGNED) GEO. W. LEADLEY

C

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

Legal Residence: Michigan.

11—3692

NOV 11 1914

Form 73

NOMINATION

SPECIAL

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT DEC 24 1915 HOUSES

OFFICE OF LIGHTHOUSE INSPECTOR, Twelfth DISTRICT,

Milwaukee, Wis., (City.) December 21, (Date.) 1915

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Change of Pay,

Name, **Ira Burritt,** Legal residence, **Michigan**

Position, **1st Assistant Keeper,** Salary, $624.00 per annum

Location, Manistee Pierhead Light, Manistee Light Station, Manistee Breakwater Light, Mich. Appropriation, Salaries, Keepers of Lighthouses.

Effective January 1, 1916. {'the actual date of entrance on duty, or / as soon thereafter as he enters on duty.

Former position, 1st Assistant Keeper, Former salary, $600-A

Location, Manistee Pierhead Light, Manistee Light Station, Manistee Breakwater Light, Michigan.

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

Previous incumbent, Himself Services terminated,

Reason,

Members of family in Government Service,

Remarks: Bureau letter of Dec. 17, 1915.

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

Stoddard
Inspector, 12th Dist.

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

DEC 28 1915

Submitted to the Secretary of Commerce, approved.

Acting Commissioner

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

11—2314

GENERAL APPOINTMENT—FIXED DATE

LIGHT
JAN 7 1916
HOUSES

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 4, 1916.

Mr. Ira Burritt,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, First Assistant Keeper in the Lighthouse Service at a salary of Six Hundred and Twenty-four dollars per annum, effective January 1, 1916.

(By increase in compensation from $600 per annum.)

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

Legal Residence: Michigan.

11—1393

Disability retirement
@ 62 after approx 21 yrs.
service —

Rec'd to Dept.

RCA
3/10

✓

COL
APH 3/11

sent to Dept
3-13-30

Form 73

AHT. LIGHTHOUSES
1930 MAR 10 AM 9 20

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 12th DISTRICT,

Milwaukee, Wis., March 3, 1930
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Retirement of -

Name, Ira Burritt

Position, (Retired) Keeper

Location,

Effective, At close of March 31, 1930

Former position, Keeper (1st Asst.)

Location, Manistee Fhd.Lt. & Manistee L.S. Mich.

Legal residence, Michigan

Proposed salary, $703.92-A

Proposed range, -

Appropriation, Retired pay, L.H. Service

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

Former salary, 1440-A

Former range, 1380-1680-A

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

Previous incumbent, Services terminated,

Reason,

Members of family in Government service, Not any

Date of birth, June 18, 1867

Remarks: Attached is statement showing computation of retired pay; also physician's certificate of examination.

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

---
Secretary, Civil Service District.

Superintendent

BUREAU OF LIGHTHOUSES
WASHINGTON

March 13, 1930.

Submitted to the Secretary of Commerce, ~~approval~~ recommended for approval.

W. P. HARMAN
Acting Commissioner of Lighthouses

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

11—2314

To Accompany
Form 73, March 3, 1930
Retirement Ira Burritt

IRA BURRITT - KEEPER (1st Asst.) MANISTEE PHD.LT. & MANISTEE L.S.

Date of Birth: June 18, 1867

Length of Service:

Asst.Engr.Lightship No.60			
July 2,1901 thru Dec.10,1901 - - - - -	4 mos.	39 days	
1st Asst.Kpr. Manistee L.S.			
July 21,1903 thru June 30,1904 - - - -	11 "	10 "	
Asst.Kpr. Manistee L.S.			
Oct.16,1910 thru Mar.31,1930 - -	19 yrs. 5 "	15 "	
	19 yrs. 20 mos.	64 days	
	2	60	
	19 22	4	
	1 12		
TOTAL - -	20 yrs. 10 mos.	4 days	

April 1, 1925 thru June 30,1925	3 mos. @ 1260-A	315.00	
Less deduction,commutation of rations at 45 cts.per day,Apr.1,1925 thru June 30,1925 - - - - -		- 40.95	$274.05
July 1,1925 thru June 30,1928	3 yrs. @ 1320		3960.00
July 1,1928 thru March 31,1930	1 yr.9 mos.@ 1440		2520.00
	4 yrs.12 mos.		
	1		
	5 yrs.		5)$6754.05
			$1350.81 (Average)

40)1350.81
33.77 - 1 yr.
20
$675.40 - 20 yrs.
28.141- 10 mos.
.375- 4 days
$703.916 or $703.92 - Total Retired Pay

12)33.77
2.8141 - 1 mo
10
$28.1410 - 10 mos.

30)2.814
.0938 - 1 day
4
.3752 - 4 days

TREASURY DEPARTMENT

United States Public Service

Office of
Medical Officer in Charge
Relief Station,
Manistee, Mich.

February 21, 1930

(C O P Y)

Supt. of Lighthouses
Milwaukee, Wis.

Sir:

Pursuant to your letter received this date I have physically examined Mr. Ira Burritt, Assistant Keeper at the Manistee Light Station.

I beg to report that I find Mr. Burritt suffering from pernicious Anemia complicated by a Chronic Myocarditis. This is sufficiently disabling so that he is unable to attend to his regular duties.

Likewise, I beg to state that he will probably never be able to recover sufficiently to attend these same duties.

Therefore I recommend him for permanent retirement.

Respectfully,

Ellery A. Oakes,
A.A.Surgeon

These disabilities are not due to vicious habits, intemperance, or misconduct on his part.

Ellery A. Oakes

LIGHTHOUSES
1933 MAR - 11 - AM 9:18

Form 93
LS

NOTICE OF ~~RESIGNATION~~ OR DEATH

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 12th DISTRICT,

Milwaukee, Wisconsin March 9,1933, 19

COMMISSIONER OF LIGHTHOUSES:

NOTICE OF DEATH

Herewith is transmitted the ~~resignation~~ of the following-named employee:

Name, Ira Burritt Position, (Retired) Keeper

Legal residence, Station,

Salary, $703.92 per annum

The acceptance of this resignation is recommended effective at the close of

This employee has taken leave in excess of the accrued rate.

Remarks:

Mr. Burritt died March 6, 1933. He served approximately 24 years in the Government Service.

Superintendent

BUREAU OF LIGHTHOUSES
WASHINGTON

MAR 14 1933

Submitted to the Secretary of Commerce,

11—4623

Submitted to Secretary of Commerce for his information.

For the Commissioner,

Chief, Personnel Division

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION

Ira Burritt (Name) — Mich. (Legal Residence)

STATUS

11—8040

DESIGNATION	ACTION	SALARY	BUREAU—SERVICE—STATION	DATE OF EFFECT
1st Asst Kpr		$450	L.H. Manistee L.S. Mich	July 21/03
	Resigned Close June 30/04.			
2nd Asst Kpr	Prob	450	L.H. Manistee L.S. Mich	Oct 16/1910
1st Asst Kpr	Prom	480	" " " "	Nov 9/11
"	"	540	" " " "	June 1/13
"	"	600	" " " "	Nov. 16, 1914
"	"	624	" " " "	Jan 1, 1916
"	"	840	" " " "	Nov. 1, 1918
"	Ready.	1080	" " " "	July 1, 1924
"	~~Ready~~ Increased	~~1260~~ 1320	" " " "	~~Feb. 1, 1925~~ July 1, 1925
"	COMPENSATION Act. May 28.	1440	" " " "	JUL 1 1928
	Retired - close Mar. 31, 1930.			
			$703.92 Pa. (Disability)	
	Died - Mar. 6, 1933.			

Form 93
LS

NOTICE OF ~~RESIGNATION OR~~ DEATH

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 12th DISTRICT,

Milwaukee, Wisconsin March 9, 1933, 19

COMMISSIONER OF LIGHTHOUSES:

NOTICE OF DEATH

Herewith is transmitted the ~~resignation~~ of the following-named employee:

Name, Ira Burritt — Position, (Retired) Keeper

Legal residence, — Station,

Salary, $703.92 per annum

The acceptance of this resignation is recommended effective at the close of

This employee has taken leave in excess of the accrued rate.

Remarks:

Mr. Burritt died March 6, 1933. He served approximately 24 years in the Government Service.

APPOINTMENT DIVISION
ENTERED ON JOURNAL
MAR 18 1933
SHEET NO. 4249
DEPARTMENT OF COMMERCE

Superintendent

BUREAU OF LIGHTHOUSES
WASHINGTON

MAR 14 1933

Submitted to the Secretary of Commerce,

11—4623

Submitted to Secretary of Commerce for his information.

For the Commissioner,

Chief, Personnel Division

March 19, 1930.

Mr. Ira Burritt,

Through the Commissioner of Lighthouses.

Sir:

In accordance with the provisions of the act of March 4, 1925, entitled An Act to provide for retirement for disability in the Lighthouse Service, you are, upon recommendation of the Commissioner of Lighthouses, hereby retired from that service (Twelfth District), effective at the close of business on March 31, 1930, with retired pay at the rate of $703.92 per annum.

By direction of the Secretary:

MAR 19 1930

Respectfully,

EDW. J. GARDNER

Chief of Appointment Division.

E

APPOINTMENT DIVISION ENTERED MAR 22 1930 2678 ON JOURNAL DEPARTMENT OF COMMERCE

Form 73

NOMINATION

AHT.ER

LIGHTHOUSES 1930 MAR 10 AM 9 20

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 12th DISTRICT,

Milwaukee, Wis., March 3, 1930
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Retirement of -

Name, Ira Burritt

Position, (Retired) Keeper

Location,

Effective, At close of March 31, 1930

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

Former position, Keeper (1st Asst.)

Location, Manistee Phd.Lt. & Manistee L.S. Mich.

Legal residence, Michigan

Proposed salary, $703.92-A

Proposed range, -

Appropriation, Retired Pay, L.H. Service

Former salary, 1440-A

Former range, 1380-1680-A

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

Previous incumbent, Services terminated,

Reason,

Members of family in Government service, Not any

Date of birth, June 18, 1867

Remarks: Attached is statement showing computation of retired pay; also physician's certificate of examination.

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

Secretary, Civil Service District.

Superintendent

BUREAU OF LIGHTHOUSES
WASHINGTON

March 13, 1930.

Submitted to the Secretary of Commerce, ~~approved~~ recommended for approval.

Acting Commissioner of Lighthouses

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

11—2314

...ccompany
...orm 73, March 3, 1930
Retirement Ira Burritt

DEPARTMENT OF COMMERCE
MAR 18 1930
APPOINTMENT DIVISION

IRA BURRITT - KEEPER (1st Asst.) MANISTEE PHD.LT. & MANISTEE L.S.

Date of Birth: June 18, 1867

Length of Service:

Asst.Engr.Lightship No.60			
July 2,1901 thru Dec.10,1901 - - - - -	~~4~~ 5 mos.	~~39~~ 9 days	
1st Asst.Kpr. Manistee L.S.			
July 21,1903 thru June 30,1904 - - - -	11 "	10 "	
Asst.Kpr. Manistee L.S.			
Oct.16,1910 thru Mar.31,1930 - -	19 yrs.	5 "	15 "
	19 yrs.	20 mos.	64 days
		2	60
	19	22	4
	1	12	
TOTAL - -	20 yrs.	10 mos.	4 days

Disability after 15 years

April 1, 1925 thru June 30,1925	3 mos. @ 1260-A		315.00
Less deduction,commutation of rations at 45 cts.per day,Apr.1,1925 thru June 30,1925 - - - - -		40.95	$274.05
July 1,1925 thru June 30,1928	3 yrs. @ 1320		3960.00
July 1,1928 thru March 31,1930	1 yr.9 mos.@ 1440		2520.00
	4 yrs.12 mos.		
	1		
	5 yrs.		5)$6754.05
			$1350.81 (Average)

last comp

40)1350.81
33.77 - 1 yr.
20
$675.40 - 20 yrs.
28.141- 10 mos.
.375- 4 days
~~$703.916~~ or $703.92 - Total Retired Pay

12)33.77
2.8141 - 1 mo
10
$28.1410 - 10 mos.

30)2.814
.0938 - 1 day
4
.3752 - 4 days

retired pay

APPOINTMENT DIVISION
NECESSARY ACTION TAKEN
MAR 19 1930
DEPARTMENT OF COMMERCE

Chief Clerk

TREASURY DEPARTMENT

UNITED STATES
PUBLIC HEALTH SERVICE

OFFICE OF
MEDICAL OFFICER IN CHARGE
Relief Station
Manistee, Mich.

LIGHTHOUSE SERVICE
12TH DISTRICT
FEB 24 1930
MILWAUKEE, WIS.
DEPARTMENT OF COMMERCE

February 21,1930.

Supt. of Lighthouses
Milwaukee, Wis.

Sir:-

Pursuant to your letter received this date I have physically examined Mr. Ira Burritt, Assistant Keeper at the Manistee Light Station.

I beg to report that I find Mr. Burritt suffering from Pernicious Anemia complicated by a Chronic Myocarditis. This is sufficiently disabling so that he is unable to attend to his regular duties.

Likewise, I beg to state that he will probably never be able to recover sufficiently to attend these same duties.

Therefore I recommend him for permanent retirement.

Respectfully,

Ellery A. Oakes

Ellery A. Oakes
A.A.Surgeon.

These disabilities are not due to vicious habits, intemperance, or misconduct on his part

Ellery A. Oakes

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

Mr. Ira Burritt,

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: $1320

To: $1440

APPOINTMENT DIVISION ENTERED JUL 2 ON JOURNAL DEPARTMENT OF COMMERCE

11—9564

12

CARDED

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 31, 1925.

Mr. Ira Burritt,

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,

EDW. J. GARDNER.

Acting Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED FEB 7 1925 ON JOURNAL DEPARTMENT OF COMMERCE

Position: Keeper

Salary: $1260 per annum

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

CARDED

12th
JL

FEB 7 - 1925

CROSS REFERENCE

SEE FILE--464/16/D#1

NAME Burritt, Ira POSITION Keeper

BUREAU BUREAU OF LIGHTHOUSES STATION 12th Dist.

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

BASE PAY	Bonus	Total	Allowances			As Classified for estimate purposes			Recommendations regarding differential from standard rates		
			Items	Value	Aggregate	Service	Grade	Pay	Is differential recommended	Amt.per annum to be Added	Subtracted
840	240	1080	CR	164.25	1244.25	LHS	2	1260			

CIRCULAR #13----11/13/23 Approved. 1260

GRADE RECOMMENDED 5

RANGE OF COMPENSATION RECOMMENDED FROM $1200 TO $1440

...SSIFICATION BOARD FORM NO. 1
...out in accordance with detailed
...ruction sheet, Form No. 2)

Sheet No. 6342

2—12758

DO NOT WRITE IN THIS SPACE

a		
b		
c		
d		

1. Burritt (Surname) Ira (Given name) (Initial)
2. Department Commerce
3. Bureau Lighthouses
4. Field Service Lighthouses
5. (a) Field Station 12th District, Milwaukee, Wisconsin
   (b) Subdivision Manistee Light & Fog Signal Station
   (c) City or town Manistee State Michigan
6. Pay-roll title Keeper
7. Customary office title Assistant Keeper

8. (a) Number of regular working hours of the position, per day eight hours; per week seven days
   (b) If this is not a full-time position, state percentage of time employed per day ____; or per week ____
   (c) If night work, wholly or in part, state the hours: From ____ m. to ____ m.
9. If this is not an all-year-round position, state approximate number of days employed each year all year
   During what months twelve
10. If the employee receives compensation from any other branch of the Federal Government, or from any city, county, or State government, state the position held and the compensation all year
11. Present rate of pay, exclusive of bonus $ 840.00 per annum; bonus, $ 240.00 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ 840.00 per annum; bonus, $ 240.00 per annum.
13. If the employee receives overtime pay, state the rate not any
14. Title of appropriation or fund from which basic compensation is paid Salaries, Keepers of Lighthouses
15. Indicate by an "X" in the proper box any of the following allowances received, in addition to salary or wages: ☐ Quarters; ☐ 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
    $.45 per day ration - $120.00 per annum included in base pay for quarters.
16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:
    Kind of equipment Uniforms; annual cost, $ 55.00
17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
    (a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8
    (b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 — See Q.23
    (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. Assists keeper in caring for all buildings and grounds and equipment at station, including upkeep, such as cleaning, painting, etc., of interior and exterior of all buildings and care of grounds, and also performing minor repairs to same, all of which is inspected by superiors.....	40
2. Operates lighting equipment and fog signal apparatus - fog signal apparatus consists of duplicate set of steam boilers and machinery actuating characteristic for fog signal whistle - the lighting equipment being of a special type peculiar to the requirements of the Lighthouse Service.....	55
3. Proper handling of station boats, including assisting in the making of minor repairs to hull and machinery and cleaning and painting.....	5
	100

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

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

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

21. How long have the employee's duties been substantially as described above? March 9, 1911 (approx. 12 years)

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

May 15th, 1923. (Date) ——— (Signature of Preparing Officer) Superintendent (Title)

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

Employee inaccessible

——— (Signature of Employee)

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

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

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

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

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

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

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 $ 1380.00 to $ 1500.00

May 15th, 1923. (Date) ——— (Signature of head of field office or station) (Title) Superintendent, 12th Lighthouse District.

GOVERNMENT PRINTING OFFICE 2—12758

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1925.

M
r. I. Burritt,
Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 1260 per annum to $ 1320 per annum, effective July 1, 1925.

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

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER.
Chief of Appointment Division.

11—6074

mfc
12

APPOINTMENT DIVISION ENTERED JUL 11 1925 ON JOURNAL DEPARTMENT OF COMMERCE

CARDED

(CROSS REFERENCE)

Burritt, D. In accordance with authority

of the Director of the Budget dated June 27, 1924, the salary is re-

adjusted to $ 1080, effective July 1, 1924.

For authorization see letter dated JUL 2 - 1924 File No. 1095/21.

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

CHIEF CLERK

1918 DEC 30 PM 3 08

APPOINTMENTS JAN 2 1919

LIGHT DEC 30 1918 HOUSES

DEC 30 1918 11 40 AM

I, Ira Burritt

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.

Ira Burritt

(Appointee signs here)

[2] Sworn (See below) and subscribed before me, this [3] 4th day of December, A. D. 1918

(Affix official seal here)

[4] (Name) Ida Greve

(Official title) Notary Public

My commission expires Jan. 17 1922

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Keeper	$840-A	Manistee Phd. Lt. & Manistee L.S. Mich
Former [5] 1st Asst. Keeper	624-A	" " " " " " "

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

Office of Lighthouse Supt. 12th District

Milwaukee, Wisconsin (Address), December 27, 1918. (Date)

The above-named appointee entered upon duty on November 1, 1918. (Date)

CARDED

(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, a chief clerk in the office of a lighthouse inspector or other employee in the Lighthouse Service designated by a chief clerk, or any other officer having authority to administer oaths, but never before a collector of customs or postmaster, as neither officer has power to administer oaths in such cases. In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk, except in the case of chief clerks in the offices of lighthouse inspectors and other employees in the Lighthouse Service designated by them, who are not required to have a seal.

[5] Give this information in all cases where new oath is required.

Failure to fill out this oath properly will result in its return for correction.

11—944

GENERAL APPOINTMENT—FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

November 21, 1918.

Mr. Ira Barritt,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Keeper in the Lighthouse Service at a salary of Eight Hundred and Forty dollars per annum effective November 1, 1918.

By promotion from first assistant keeper at $624 per annum.

(The above rate of pay includes longevity pay of $60.)

DATE OF THIS ACTION 11-15-18
CATED 10-15-18

CARDED

APPOINTMENT DIVISION ENTERED NOV 23 1918

By direction of the Secretary:

Respectfully,

(Signed) Clifford Hennings

R
Ho

Chief of Appointment Division

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

New position, (By increase in compensation.)

Legal Residence: Michigan.

11—1503

USE TYPEWRITER—SEE INSTRUCTIONS ON BACK.

UNITED STATES
BUREAU OF EFFICIENCY.
FORM 8.

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

MAKE NO ENTRIES IN THIS COLUMN.

LIGHT HOUSES SEP 18 1916

RECORD OF CIVIL EMPLOYEE.

JULY 1, 1916.

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

Burritt, Ira

2. Department:

Commerce

3. Bureau, office, or service:

Lighthouse Service.

4. Designation of position:

1st Asst. Keeper, Manistee Phd. Lt.

& Manistee L. S., Mich.

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

Lighthouse Keeper.

6. Annual earnings:

$612. & $109.50 All.

7. Kind of appropriation:

LS

8. Present rate of pay:

$624.-PA & $109.50 All.

9. Initial rate of pay:

$450-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:
		10	10

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

Wisconsin.

12. Race:

W.

13. Sex:

Male.

14. Date of birth—

Month:

June

Year:

1867

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

E-12

16. Marital condition:

M.

17. War veteran?

No.

18. Appointed from—

Congressional district and State:

9 Michigan.

County:

Manistee.

19. Civil service status:

C

20. Method by which classified status was obtained:

CE

21. Place of employment—

City:

Manistee

State:

Mich.

DO NOT FOLD THIS CARD.

11—6869

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT JAN 19 1916 HOUSES
APPOINTMENTS JAN 21 1916
CHIEF CLERK JAN 21 1916

I, Ira Burritt,

do solemnly[1] Sworn (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.

Ira Burritt 1st asst
(Appointee signs here)

[2] Sworn (See below) and subscribed before me, this[3] 14th day of January, A. D. 1916

(Affix official seal here)

[4](Name) [illegible]

My Commission Expires July 4, 1917. (Official title) Notary Public

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present 1st Asst. Keeper,	$624-A	Manistee Phd. Lt. & Manistee L.S., Mich.
Former[5] " " "	$600-A	" " " " " " " " "

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

OFFICE OF LIGHTHOUSE INSPECTOR, 12th DISTRICT

Milwaukee, Wis. (Address), January 17, 1916. (Date)

The above-named appointee entered upon duty on January 1, 1916. (Date)

CARDED.

Stoddard
(Signature, followed by title)
Inspector, 12th District.

[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

GENERAL APPOINTMENT—FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 4, 1916.

Mr. Ira Burritt,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, First Assistant Keeper in the Lighthouse Service at a salary of Six Hundred and Twenty-four dollars per annum, effective January 1, 1916.

(By increase in compensation from $600 per annum.)

CARDED.

APPOINTMENT DIVISION ENTERED JAN 4 - 1916 DEPT. JOURNAL OF COMMERCE

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

B
C

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

Legal Residence: Michigan.

ORANGE REPORTED JAN 1916 C. & COMMISSION.

11—1393

Form 73

SFP-LMM

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, Twelfth DISTRICT,

Milwaukee, Wis., December 21, 1915
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Change of Pay,

Name, Ira Burritt, Legal residence, Michigan

Position, 1st Assistant Keeper, Salary, $624.00 per annum

Regular pay 540 when vouchers are furnished

Location, Manistee Pierhead Light, Manistee Light Station, Manistee Breakwater Light, Mich. Appropriation, Salaries, Keepers of Lighthouses.

Effective January 1, 1916. {[1] the actual date of entrance on duty, or as soon thereafter as he enters on duty.

Former position, 1st Assistant Keeper, Former salary, $600-A

Location, Manistee Pierhead Light, Manistee Light Station, Manistee Breakwater Light, Michigan.

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

Previous incumbent, Himself Services terminated,

Reason,

Members of family in Government Service,

Remarks: Bureau letter of Dec. 17, 1915.

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

Secretary, Civil Service District.

Stoddard
Inspector, 12th Dist.

BUREAU OF LIGHTHOUSES
WASHINGTON

DEC 28 1915

Submitted to the Secretary of Commerce, approved.

J Conway
Acting Commissioner

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

11—2314

Form 111 EXT 11-B

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

LIGHT HOUSES NOV 27 1914

CHIEF CLERK DEC 8 1914

5

Department of Commerce ~~and Labor~~

LIGHTHOUSE SERVICE

I, Ira Burritt

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.

☞ Ira Burritt
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this[3] 18th day of November, A. D. 1914.

(Affix official seal here)

[4] (Name) Justice of the Peace.

(Official title) ~~Notary Public~~

My commission expires July 4th 1917.

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present 1st.Asst.Keeper.	$600-A	Manistee Phd.Light & Manistee L.S.Mich.
Former[5] Same	$540-A	same.

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

OFFICE OF LIGHTHOUSE INSPECTOR, Twelfth DISTRICT

Milwaukee, Wis. (Address), Nov.24,1914. (Date)

The above-named appointee entered upon duty on Nov.16, 1914. (Date)

CARDED

Stoddard
(Signature, followed by title)
Inspector, 12th L.H.Dist.

[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

Cntd

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

November 7, 1914.

Mr. Ira Burritt,

Through the Commissioner of Lighthouses.

Sir:

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

First Assistant 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 $540 per annum.)

CARDED.

CHANGE REPORTED NOV 1914 COMMISSION.

By direction of the Secretary:

(Cross Reference)
For basis of this action see letter dated 10/27/14 in file of 646

Respectfully,

(SIGNED) GEO. W. BRADLEY

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

Legal Residence: Michigan.

APPOINTMENT DIVISION ENTERED NOV - 7 1914 DEPT JOURNAL OF COMMERCE

11—3692

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

LT
119/B

Department of Commerce and Labor

LIGHTHOUSE SERVICE

BUREAU OF LIGHTHOUSES ☆ JUN 13 1913 ☆ DEP'T OF COMMERCE

CHIEF CLERK JUN 16 1913

I, Ira Burritt

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.

☞ Ira Burritt
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this[3] 9th day of June, A. D. 1913.

(Affix official seal here)

[4] (Name) Aug. Greve

(Official title) Notary Public
Commission expires Feb. 2 - 1914

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present 1st Asst. Kpr.	$540-A	Manistee L.S., Mich.
Former[5] Same	480-A	Same

APPOINTMENTS JUN 16 1913

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

CARDED.

Office of Lighthouse Inspector, 12th District

Chicago, Ill. (Address), June 11, 1913. (Date)

The above-named appointee entered upon duty on June 1, 1913. (Date)

In the absence and by direction of the Inspector.

W. M. Wonker
(Signature, followed by title)

Supt.

LT.

[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

GENERAL APPOINTMENT—FIXED DATE

Department of Commerce ~~and Labor~~

APPOINTMENT DIVISION

Washington

May 29, 1913.

Mr. Ira Burritt,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, ~~First Assistant Keeper~~ in the ~~Lighthouse Service~~ at a salary of ~~Five Hundred and Forty~~ dollars per ~~annum~~, effective June 1, 1913.

(By increase in compensation from $430 per annum.)

CARDED.

APPOINTMENT DIVISION. REPORTED MAY 31 1913 TO DISBURSING CLERK DEPT. OF COMMERCE

By direction of the Secretary:

Respectfully,

(Cross Reference)

For basis of this action see letter dated 5/3/13 in file of 646

CHANGE REPORTED

(SIGNED) GEO. W. LEADLEY,

Chief of Appointment Division.

U. S. COMMISSION.

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

Legal Residence: Michigan.

11—1393

READ THE INSTRUCTIONS ON PAGE 3

Department of Commerce and Labor

EFFICIENCY REPORT

MAY 10 1911

(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 Ira Burritt 2. Age 43 (Last birthday.)

3. Bureau Lighthouse. 4. Position First Assistant Keeper.

5. Compensation $480.00 p.a. 6. Where employed Manistee Pierhead Light, and Manistee Light-Station, Mich.

7. When appointed (*a*) Oct. 16, 1910. 8. How appointed (*b*) Through Civil Service Examination.

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) Assists in care and operation of 2 lights and a steam fog-signal (3 keepers). Station open all year.

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	85	3	255
Interest manifested in work (see also Question 17)	85	3	255
Attendance	[illegible]	2	[illegible]
Total		8 10	710
Average percentage			88 3/4

DIVISION OF APPOINTMENTS RECEIVED JUN 3 1911 DEPARTMENT OF COMMERCE AND LABOR

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.
–	–	–	–	–	–	0	0	0

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.) Routine.

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.) Underpaid as compared with keepers provided with quarters for family. Salary should be increased $10 per month in lieu of quarters. If the present salary is above or below a fair equivalent, state what, in your opinion, it should be. $600.00 per annum

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—

[signature]
COMMANDER, U.S.N.
INSPECTOR 12th LIGHTHOUSE DISTRICT.

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

[signature]
Chief of Bureau or Office.

11—4259

TSC

Form 111

OATH OF OFFICE

(PRESCRIBED BY SECTION 1757, REVISED STATUTES)

BUREAU OF LIGHT-HOUSES
MAR 25 1911
DEP'T OF COMMERCE AND LABOR.

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

I, Ira Burritt

do solemnly [a] 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.

Ira Burritt
(Appointee signs here.)

AUG. GREVE
NOTARY PUBLIC
MANISTEE CO. MICH.

[b] Sworn to (See below.) and subscribed before me, this 23. day of March, A. D. 1911.

(Affix official seal here.)

(Name:) Aug. Greve

(Official title:) NOTARY PUBLIC.

Official Title.	Pay.	Name of Station.	State or Country in which born.	State or Territory from which last appointed.
First Assistant Keeper	$480.00 per annum	Manistee Pierhead Light and Manistee Light-Station, Mich.	Wisconsin	Michigan

(The above should be filled in by the district officer.)

CARDL.

Office of the Inspector, 12th Light-House District,

Chicago, Ill., (Address.), March 24, 1911. (Date.)

TREASURY DEPARTMENT
RECEIVED
APR 3 1911
DEPT OF COMMERCE AND LABOR

The above-named appointee entered upon duty on March 9, 1911. (Date.)

(Signed:) D. W. Harmon
Lieut.-Commander, U.S.N.,
Inspector, 12th Lighthouse District.

[a] Insert here "swear" or "affirm," as the case may be.

[b] Insert here "Sworn to" or "Affirmed," as the case may be.

[c] 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.

NOTE CAREFULLY.

The oath may be taken any time prior to the payment of compensation, but no compensation shall be paid until the oath is executed in proper form.

A letter of transmittal (use Form 95) should accompany oath, stating the **exact** date of the entrance on duty of the appointee and the above blank also filled out and properly signed by the district officer.

Failure to fill out this oath properly will result in its return for correction.

11—944

Rec'd APR 1 - 1911

GENERAL APPOINTMENT-PRIOR DATE

Department of Commerce and Labor
OFFICE OF THE CHIEF CLERK
Washington

March 16, 1911.

Mr. Ira Burritt,

Through the Commissioner of Lighthouses.

Sir:

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

First Assistant Keeper of Manistee Pierhead Light and Manistee Light Station, Michigan.

in the Lighthouse Service

at a salary of Four Hundred and Eighty dollars per annum,

effective March 9, 1911., on and after which date

you have continuously served in the above-mentioned position.

(By promotion from Second Assistant Keeper at $450 per annum.)

CARDED.

CHANGE REPORTED
MAR -- 1911
C. S. COMMISSION.

By direction of the Secretary:

Respectfully,

Chief Clerk.

Le
D

APPOINTMENT DIVISION
REPORTED
MAR 18 1911
TO DISBURSING CLERK
DEPT OF COMMERCE AND LABOR

Appropriation:

Vice: Knut A. Nelson,

Legal Residence: Michigan.

11--1774

Form 73 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

TW
119/B

MAR 16 1911

BUREAU OF LIGHT-HOUSES
MAR 15 1911
DEPT OF COMMERCE AND LABOR

Office of Inspector, 12th L. H. District,
Chicago, Ill.,
March 11, 1911.

Commissioner of Lighthouses,
The ~~Light-House Board~~,

Washington, D. C.

APPOINTMENT DIVISION
RECEIVED
MAR 16 1911
DEPT OF COMMERCE AND LABOR

Sirs: I have the honor to recommend the (1) promotion
(Probationary appointment, transfer, promotion, etc.)
of (2) Ira Burritt Ef not reported of (3) Michigan
(Name of person—letter for letter—as reported to Board) (State of legal residence)
from (4) Second Assistant Keeper
(Official title of present position, as Keeper, First Assistant Keeper, etc.)
at (5) Manistee Pierhead Light and Manistee Light-Station, Mich.,
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
at (6) $450.00 p. a. to (7) First Assistant Keeper
(Salary now paid) (Official title of position, as Keeper, First Assistant Keeper, etc.)
at (8) Manistee Pierhead Light and Manistee Light-Station, Mich., at
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
(9) $480.00 p. a., effective beginning (10) March 9, 1911, (the date
(Salary recommended)
of his entrance on duty) (~~or as soon thereafter as he enters on duty~~)
(Strike out the clause not appropriate)
in the place of (11) Knute A. Nelson
(State name of *last* person holding position)
who (12) was transferred reported 2 P.M. on (13) March 9, 1911,
(Died, transferred, resigned, dismissed, etc.) (~~Last day of service~~)
~~Mr. (14) ..... stands No. (15) ..... in list of eligibles,~~
~~class (16) ....., with an average of (17) ..... per cent, and~~
~~was considered with (18) .....~~
~~(19) letters of declination of ..... herewith.~~

Respectfully,

D W Blamer

Lieut.-Commander, U.S.N.,
Inspector, 12th Lighthouse District.

3 16-11

Department of Commerce and Labor

~~BUREAU OF LIGHT-HOUSES~~
~~LIGHT-HOUSE BOARD~~

APPOINTMENT DIVISION
APPOINTMENT WRITTEN
MAR 16 1911
DEPT OF COMMERCE AND LABOR

MAR 15 1911, ~~19~~

Approved, and respectfully forwarded to the Honorable the Secretary of Commerce and Labor.

OFFICE OF THE CHIEF CLERK
FORWARDED TO
MAR 16 1911
APPOINTMENTS
DEPT OF COMMERCE AND LABOR

a R Lee

Acting Commissioner

11—2314

OFFICE OF THE CHIEF CLERK
RECEIVED
NOV 7 1910
DEPT OF COMMERCE AND LABOR

BUREAU OF LIGHT-HOUSES
NOV 5 - 1910
DEPT OF COMMERCE AND LABOR.

PERSONAL QUESTION SHEET

Department of Commerce and Labor

OFFICE OF THE SECRETARY

Washington

APPOINTMENT DIVISION
RECEIVED
NOV 7 1910
DEPT OF COMMERCE AND LABOR.

May 15, 1909.

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

For the purpose of enabling the Department to maintain a complete record of its officers and employees, you are requested to have every person hereafter appointed or employed in your Bureau, immediately upon his entrance on duty, answer each of the questions in Part I of this form and sign the same. The information given in Part I should be reviewed and approved in accordance with instructions. The information in Part II should be supplied as indicated and the form forwarded to the Department.

Charles Nagel
Secretary.

OFFICE OF THE CHIEF CLERK
FORWARDED
NOV 7 1910
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR

FORWARDED

PART I.

(Part I should be filled out 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 should 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.)

Mr Ira Burritt

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

Ira Burritt

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

Manistee	Michigan	Manistee	9
City or town.	State or Territory.	County.	Congressional district.

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

5. Where were you born? Manitowoc Wis

6. When were you born? June 18 1867
Month. Day. Year.

7. Are you pensioned by the U. S. Government? (Answer "Yes" or "No.") no

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

Mrs Mary Burritt — Name.
214 Mc Auley — Number and street.
Manistee — City or town.
Mich — State or Territory.

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

Name.	Relationship.	Department.	Bureau or Service.	Position.
No				

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: "By reinstatement," or "by transfer from ———," stating Department, Bureau or Service, position, and salary, if known.)

By Appointment Light House Keeper Examination of Feb 11—1910

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

No

12. Have you ever held any other position in the civil service of the United States? (If so, give below the Department and Bureau or Service in which you served, the position held, the salary you received, and the dates of your appointment and separation from the service.)

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.
Commerce & Labor	Light House	Asst Keeper Manistee Lt. Sta. Mich.	$440 P.a	July 24, 1903	June 30—1904
"	"	asst Engineer Light-Vessel # 425 No. 60, Mich	P.a	July 2, 1901.	Dec. 10, 1901

13. Do you hold any State or municipal office? (If so, state name of such office and compensation attached.)

No

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

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

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

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

16. 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 indicated in answer to questions 12, 13, 14, and 15.)

Engineer

17. 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.)

Public School

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

Engineer

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

Light House Service 21 July 1900. May 9. 1901 asst Engineer July 31. 1902. Asst. L. H. Keeper February 11, 1910.

20. 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

21. State the date upon which the above blanks were filled. Oct 30, 1910

Witness:

In case signature is by mark.

(Signature) Ira Burritt

P. O. Address: Manistee
City or town.

214 Mc Arthur
Number and street.

Mich
State or Territory.

(Where the appointee is to be employed outside of the District of Columbia the information given in Part I should be reviewed and approved by the officer in immediate charge before forwarding to the Bureau. Where he is to be employed in the District of Columbia, Part I should be reviewed and approved by the officer who executes Part II.)

Reviewed, approved, and forwarded November 1, 1910.

(Signature) [signature]
Lieut.-Commander, U.S.N.,

(Official title) Inspector, 12th Light-House District.

11—1424

PART II.

(Part II should be executed 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 foregoing questions is employed

Light-House. (Bureau or Service.) Manistee Light-Station, Mich. (Place (city, town, station, or vessel.)) 12th (District.)

2. To what position has he been appointed? Second Assistant Keeper.

3. State the date of appointment. October 25, 1910.

4. State the date the appointment was effective. (If appointment was made to take effect on date of oath, so state.)

October 16, 1910.

5. State the date of the oath. October 29, 1910.

6. State the date the employee entered on duty. October 16, 1910.

7. What is his salary? $450.00 per annum.

8. From what appropriation is he paid? Salaries of Keepers of Light-Houses.

9. Is the position excepted, competitive, or unclassified under the civil service rules? Competitive.

10. If classified, state the date of classification. May 6, 1896.

11. In what manner did the employee enter the service? (Examples: "From stenography and typewriting examination;" or "without examination;" or "by reinstatement;" or "by transfer from ———," stating Department, Bureau or Service, position, and salary, if known.)

From Assistant Light-House Keeper Examination of February 11, 1910.

12. Is the employee required to give bond? No.

13. When the legal residence given in answer to question 3, Part I, differs from that given in the certificate of appointment, the discrepancy should be explained.

Respectfully

~~Reviewed, approved, and~~ forwarded to the Department.

(Signature) I S Clark

(Official title) Chief Clerk.
BUREAU OF LIGHT-HOUSES

Date: NOV 5 - 1910, 19

11—1434

Form 111

OATH OF OFFICE

(PRESCRIBED BY SECTION 1757, REVISED STATUTES)

BUREAU OF LIGHT-HOUSES
NOV 5 - 1910
DEP'T OF COMMERCE AND LABOR.

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

RECEIVED
NOV 8 - 1910
DEPT OF COMMERCE AND LABOR

I, Ira Burritt

do solemnly [a] 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.

Ira Burritt
(Appointee signs here.)

JULIUS LIDTKE, JR.
NOTARY PUBLIC
MANISTEE COUNTY, MICH.

[b] Sworn to (See below.) and subscribed before me, this 29th day of October, A. D. 1910.
(Affix official seal here.)

(Name:) Julius Lidtke Jr

(Official title:) Notary Public.

MY COMMISSION TO EXPIRE JANUARY 21, 1912.

Official Title.	Pay.	Name of Station.	State or Country in which born.	State or Territory from which last appointed.
Second Assistant Keeper.	$450.00 Per Annum.	Manistee Pierhead Light and Manistee Light-Station, Mich.	Wisconsin.	Michigan.

(The above should be filled in by the district officer.)

Office of the Inspector, 12th Light-House District,

Chicago, Illinois (Address.), November 1, 1910. (Date.)

The above-named appointee entered upon duty ~~on~~ October 16, 1910. (Date.)

CARDED

(Signed:) D W Blamer

Lieut.-Commander, U.S.N.,
Inspector, 12th Light-House District.

[a] Insert here "swear" or "affirm," as the case may be.

[b] Insert here "Sworn to" or "Affirmed," as the case may be.

[c] 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.

RECEIVED
NOV 8 1910
DEPT OF COMMERCE AND LABOR

NOTE CAREFULLY.

The oath may be taken any time prior to the payment of compensation, but no compensation shall be paid until the oath is executed in proper form.

A letter of transmittal (use Form 95) should accompany oath, stating the **exact** date of the entrance on duty of the appointee and the above blank also filled out and properly signed by the district officer.

Failure to fill out this oath properly will result in its return for correction.

11—944

RECEIVED NOV 5 - 1910

PROBATIONARY APPOINTMENT—PRIOR DATE

Department of Commerce and Labor
OFFICE OF THE CHIEF CLERK
Washington

October 25, 1910.

Sir:

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

Second Assistant Keeper of Manistee Pierhead Light and Manistee Light-Station, Michigan.

in the Light-House Service,

at a salary of Four Hundred and Fifty dollars

per annum, for a probationary period of six months, effective

beginning October 16, 1910, on and after which date you have

continuously served in the above-mentioned position.

Retention in the service after the expiration of your probationary period shall be equivalent to absolute appointment.

(Vice Charles R. Scriven.)
(Civil-service certificate No.)

APPOINTMENT DIVISION, REPORTED OCT 25 1910 TO DISBURSING CLERK DEPT. OF COMMERCE AND LABOR

CHANGE - REPORTED OCT - 1910 U.S. COMMISSION

CARDED.

By direction of the Secretary:

Respectfully,

Mr. Ira Burritt,
Through the Commissioner of Light-Houses.

Alvord Cummings
Acting Chief Clerk.

Appropriation
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52
1 inclosure.

Department of Commerce and Labor
LIGHT-HOUSE ESTABLISHMENT

BUREAU OF LIGHT-HOUSES
OCT 22 1910
DEP'T OF COMMERCE AND LABOR.

OFFICE OF INSPECTOR, 12th DISTRICT
ROOM 504, FEDERAL BUILDING
CHICAGO, ILL.

Nomination of
Ira Burritt.

October 18, 1910.

The Commissioner,

Bureau of Light-Houses,

Washington, D. C.

Sir:

1. I have the honor to inclose herewith Form No. 73 nominating Ira Burritt as second assistant keeper at Manistee Pierhead Light and Manistee Light-Station, Mich.

2. Through a clerical error it was stated on the Register of Eligibles for Assistant Light-House Keeper, Classes II and VI, dated February 11, 1910, that Mr. Burritt would not accept appointment at stations where quarters are not provided for families. He stated in his application papers that he desired to be considered for appointment at such stations and was therefore considered for this vacancy.

Respectfully,

Lieut.-Commander, U. S. N.,
Inspector, 12th Light-House District.

Form 73 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

Office of Inspector, 12th Light-House District,
Chicago, Illinois,
October 18, 1910.

Commissioner,
The ~~Light-House Board,~~
Bureau of Light-Houses,
Washington, D. C.

APPOINTMENT DIVISION RECEIVED OCT 24 1910 DEPT OF COMMERCE AND LABOR

Sirs: I have the honor to recommend the (1) probationary appointment
(Probationary appointment, transfer, promotion, etc.)
of (2) Ira Burritt of (3) Michigan
(Name of person—letter for letter—as reported to Board) (State of legal residence)
~~from (4)~~
(Official title of present position, as Keeper, First Assistant Keeper, etc.)
~~at (5)~~
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
~~at (6) $~~ to (7) Second Assistant Keeper
(Salary now paid) (Official title of position, as Keeper, First Assistant Keeper, etc.)
at (8) Manistee Pierhead Light and Manistee Light-Station, Mich., at
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
(9) $450.00 p. a., effective beginning (10) October 16, 1910. (the date
(Salary recommended)
of his entrance on duty) ~~(or as soon thereafter as he enters on duty)~~
(Strike out the clause not appropriate)
in the place of (11) Charles R. Scriven 3750 fmn
(State name of *last* person holding position)
who (12) resigned on (13) October 10, 1910.
(Died, transferred, resigned, dismissed, etc.) (Last day of service)
Mr. (14) Burritt stands No. (15) 4 in list of eligibles,
Class (16) II, with an average of (17) 88.4 per cent, and
was considered with (18) William Gordon and Robert E. W. Kurtzhals. Mr. Gordon and Mr. Kurtzhals both stated that they would accept this position.
~~(19) letters of declination of~~ herewith.

No. 2 of these will accept at stations without quarters for keepers families

Respectfully,

Lieut.-Commander, U.S.N.,
Inspector, 12th Light-House District.

HSB-JL
ONE inclosure.

10-24-10

Department of Commerce and Labor
BUREAU OF LIGHT-HOUSES
~~LIGHT-HOUSE BOARD~~

October 22, 1910., ~~19~~

Approved, and respectfully forwarded to the Honorable the Secretary of Commerce and Labor. Attention is invited to the attached letter of the 18th instant from the 12th Inspector, relative to the selection of Mr. Burritt for this position.

OCT 24 1910 TO APPOINTMENTS DEPT OF COMMERCE AND LABOR
BUREAU OF APPOINTMENTS APPOINTMENT WRITTEN OCT 24 1910 DEPT OF COMMERCE AND LABOR

Acting Commissioner.

11—2314

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

July 18, 1904.

Gentlemen:

In accordance with the Board's approval of July 9, 1904, File No. 2008, you are informed that the Department has accepted the resignation of Mr. Ira Burritt as first assistant keeper at Manistee Light-Station, Michigan, at a salary of $450 per annum, effective from the close of business June 30, 1904.

By direction of the Secretary:

Chief Clerk.

The Light-House Board.

Change reported to Civil Service Commission.

DIVISION OF APPOINTMENTS
REPORTED
JUL 19 1904
TO DISBURSING CLERK
DEPT OF COMMERCE AND LABOR

CARDED.

OFFICE OF THE CHIEF CLERK
RECEIVED
JUL 11 1904
DEPT OF COMMERCE AND LABOR

OFFICE OF LIGHT HOUSE INSPECTOR
RECEIVED
JUN 29 1904
NINTH DISTRICT
CHICAGO, ILL.

2008

Manistee Mich. June 27, '04.

U. S. Light House Inspector,
Chicago,
Ill.

Sir;-

I hereby respectfully tender my resignation as 1st assistant Light House Keeper of Manistee Light House, the same to take effect June 30, 1904 inclusive.

Respectfully Your,
Obedient Servant,
Ira Burritt
1st assistant Keeper,
Manistee,
Mich.

JUL 5 1904 LIGHT HOUSE BOARD 2108 Received

EWK

OFFICE OF THE CHIEF CLERK RECEIVED JUL 11 1904 DEPT OF COMMERCE AND LABOR

Office Light House Board.

July 9 1904

Respectfully forwarded to the Secretary of Commerce and Labor, approved, to take effect June 30, 1904, inclusive.

C. F. Hutchins

Captain, U. S. N.,
Naval Secretary.

SNB.

Resignation accepted.
7-13-04

DIVISION OF APPOINTMENTS Resignation Accepted JUL 13 1904 DEPT OF COMMERCE AND LABOR

Resignation accepted, July 11, 1904, effective from the close of business June 30, 1904.

T. H. Madden
Secretary

JHK

OFFICE OF THE CHIEF CLERK FORWARDED JUL 11 1904 TO APPOINTMENTS DEPT OF COMMERCE AND LABOR

KEYED

DIVISION OF APPOINTMENTS RECEIVED JUL 12 1904 DEPT OF COMMERCE AND LABOR

DEPARTMENT OF COMMERCE AND LABOR,
TREASURY DEPARTMENT.
LIGHT-HOUSE ESTABLISHMENT.
Form 111.—Ed. 5 20 1902 1,500.

OATH OF OFFICE.

Prescribed by Section 1757, Revised Statutes.

I, Ira Burritt, 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.

Ira Burritt

Sworn and subscribed before me, this 26th day of September A. D. 1907

Alpheus G. Smith
Justice of the Peace
Notary Public

Received

NAME OF OFFICE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
First Assistant Keeper	Manistee	Wisconsin	Michigan

This Oath should be taken before a Justice of the Peace, Notary Public, a Judge, a 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. *The oath should be taken on or after the date of the appointment.*

LIGHT HOUSE BOARD
SEP 30 1903
2008
U. S. LIGHT-HOUSE ESTABLISHMENT.
RECEIVED

OATH OF OFFICE

OF

Name: Ira Bunnell

Position: Principal Assistant Keeper of Manistee Mich., Light Station

Dated 26 September, 1903

July 22-16, 1903

APPOINTMENT OFFERED
OCT 22 1903
DEPARTMENT OF COMMERCE AND LABOR

Wrote 1/2nd.

EXTRACTS FROM THE REVISED STATUTES RELATING TO OATHS OF OFFICE.

SEC. 1756. Every person elected or appointed to any office of honor or profit, either in the civil, military, or naval service, excepting the President and the persons embraced by the section following, shall, before entering upon the duties of such office, and before being entitled to any part of the salary or other emoluments thereof, take and subscribe the following oath:

* * * * * * *

SEC. 1757. * * * I, A. B., do solemnly swear (or affirm) 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.

AN ACT amending the Revised Statutes of the United States in respect to official oaths, and for other purposes.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That section twelve hundred and eighteen of the Revised Statutes of the United States be and is hereby, amended so as to read as follows:

* * * * * * *

SEC. 2. That section seventeen hundred and fifty-six of the Revised Statutes be, and the same is hereby, repealed, and hereafter the oath to be taken by any person elected or appointed to any office of honor or profit either in the civil, military, or naval service, except the President of the United States, shall be as prescribed in section seventeen hundred and fifty-seven of the Revised Statutes.

Approved, May 13, 1884.

DIVISION OF APPOINTMENTS.
Form 276.—Ed. 2 4 1903 5,000.

INFORMATION AS TO THE PERSONNEL.

DEPARTMENT OF COMMERCE AND LABOR

Treasury Department,

OFFICE OF THE SECRETARY,

Washington, D. C., February 10, 1900.

To Supervising Officers of the Treasury Department and Others concerned:

You are hereby directed to have each new appointee or employee in your office at the time of taking the oath, in his own handwriting, answer in full all of the following inquiries, and date and sign the paper at the end. You will then forward the paper to the Department.

L. J. GAGE,
Secretary.

STATEMENT OF APPOINTEE OR EMPLOYEE.

In what service in or under the Treasury Department are you to be employed?

Light House Service

In what bureau, office, or division of that service are you to be employed?

Ninth Light House District

What is the designation of the office or position to which you have been appointed?

First Asst Keeper of Manistee Light station mich

What is the rate or amount of compensation, pay, or emolument which you are to receive per diem, per month, or per annum? 450.00 Per annum

Where were you born? (Give town and State.) Manitowoc Wisconsin

In what year were you born? 1865

Are you married or single, widow or widower? Married

Where is your legal residence? (Give town, county, Congressional district, and State.)

Manistee Manistee County 9th District Michigan

Did you render military or naval service in the War of the Rebellion, or in the Spanish-American War? If so, in what capacity and in what organization?

No

Have you any relatives in the service of the Government? If so, state the relationship and service in which employed?

No

Have you ever before been employed in the Treasury service? If so, give date of original appointment and a statement in chronological order showing place or places occupied, length and time of service in each place, and compensation received therein.

Yes June 18–1901. Light Ship no 60 for the period of 6 months. Compensation 450.00 per annum

Signature of appointee or employee Ora Burritt

Date Sept 26

[JAN 27 1904 P. M.

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

January 25, 1904

Mr. Ira Harrish, of

having satisfactorily served a probationary period of six months,

is hereby absolutely appointed First Assistant Keeper of the Manistee Light-Station, Michigan,

in the Light-House Service,

at a salary of Four Hundred and Fifty dollars per annum,

this appointment to take effect January 22, 1904, or as soon thereafter as oath of office is taken.

CARDED.

Secretary.

Date of oath: , 190 .

The Light-House Board.

ATJ.

Form 138 c

LETTER ASKING FULL APPOINTMENT

OFFICE OF CHIEF CLERK RECEIVED JAN 15 1904 DEPARTMENT OF COMMERCE AND LABOR

Department of Commerce and Labor

LIGHT-HOUSE BOARD

Washington

File No. 2008.

14 Jany , '04.

APPOINTMENT CLERK RECEIVED JAN 18 1904 DEPARTMENT OF COMMERCE AND LABOR

The Honorable,

The Secretary of Commerce and Labor.

Sir:

The Board has the honor to ask the full appointment of Mr. Ira Burritt as First Assistant Keeper of Manistee Mich., Light-Station, to date from 21 Jany., '04 with pay at the rate of $450, a year.

Mr. Burritt received probationary appointment as by Department letter of 22 July, '03, to date from 18 July, '03. He entered upon duty under said appointment on 21 July, '03, and his full appointment is recommended by the Inspector of the 9th Light-House District.

Appointment written. JAN 25 1904

Respectfully,

C. T. Hutchins

Captain, U. S. N.,

Naval Secretary.

APPROVED JAN 15 1904

Secretary

OFFICE OF THE CHIEF CLERK FORWARDED JAN 15 1904 TO DISBURSING CLERK DEPT OF COMMERCE AND LABOR

Form 138 c/

Department of Commerce and Labor
LIGHT-HOUSE BOARD
Washington
14 Jany., '04.

Asks full appointment of Mr. Ira Burritt as First Asst. Keeper at Manistee, Mich., Light-Station.

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

September 5, 1903.

The Light-House Board,

Washington, D. C.

Gentlemen:

The probationary appointment of M. Ira Burritt

for a period of six months, as First Assistant Keeper at [illegible] on the Manistee, Mich., Light-Station, will expire January 17, 1904.

Please submit, prior to January 17, 1904, a report as to whether the conduct and efficiency of this employee during the probationary period have been such as to warrant an absolute appointment.

Respectfully,

Secretary.

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

July 22, 1903.

Mr. Ira Griffith, of .

having been examined and found qualified, as shown by Certificate No. of the Civil Service Commission, is hereby appointed First Assistant Keeper at Manistee, Mich., Light-Station, in the Light-House Service, at a salary of Four Hundred and Fifty dollars per annum, this appointment to be for a probationary period of six months, beginning July 18, 1903, or as soon thereafter as oath of office is taken.

Charge referred to Civil Service Commission

Secretary.

Date of oath: , 190

CARDED.

SECRETARY'S OFFICE
RECEIVED
JUL 22 1903
DEPARTMENT OF
COMMERCE AND LABOR

ATJ.

Department of Commerce and Labor
LIGHT-HOUSE BOARD
Washington

OFFICE OF CHIEF CLERK
RECEIVED
JUL 22 1903
DEPARTMENT OF
COMMERCE AND LABOR

File No: 2008

21 July, 1903.

The Honorable,

The Secretary of Commerce and Labor.

Sir:-

The Board has the honor to ask the probationary appointment of Mr. Ira Burritt as First Assistant Keeper at Manistee, Mich., Light-Station, to date from 18 July, '03, with pay at the rate of $450. a year in the place of Mr. Fred Nostell, resigned.

Mr. Burritt has passed the required Civil Service Examination and obtained a rating of 87 per cent in Class Two.

Respectfully,

C. J. Antelin

Captain, U. S. N.,

Naval Secretary.

Approved, July 22, 1903:

Geo. M. Cortelyou

Secretary.

A.H.R.

Communications should be addressed to the Light-House Board. In writing upon the subject of this letter quote the following file number:

FILE No. 2008.

TREASURY DEPARTMENT,

OFFICE OF THE LIGHT-HOUSE BOARD

Washington, 5 June, 1901.

1 Inclosure.

The Honorable,

The Secretary of the Treasury.

Sir:

The Board has the honor to return Department letter of 4 June, 1901, addressed to Mr. Ira Burritt, appointing him Second Assistant Keeper of the Kenosha, Wis., Light-Station, and begs to ask that it be canceled.

This request is made for the reason that the Board is informed by the Inspector of the Ninth Light-House District that Mr. Burritt is the only man available on the eligible list for the position of Engineer, and he desires to recommend him for this position.

Respectfully,

W. W. Maynard

Captain, U. S. N.,

Naval Secretary.

W.W.M.

JUN 8 1901

LIGHT HOUSE BOARD,
5 June, 1901.

Returns Department letter of 4 June, 1901, appointing Mr. Ira Burritt to be 2nd Asst.Keeper of the Kenosha, Wis., Light-Station, and asks that it be canceled.

147

5106 RECEIVED. JUN 5 1901 IN DIVISION OF APPTS.

TREASURY DEPARTMENT,
DIVISION OF APPOINTMENTS,
June 6. 1901.

Respectfully referred to Assistant Secretary Taylor for direction, with the recommendation that the within request be approved.

Leigh C. Rose
Acting Chief

APPROVED.
T

DIVISION OF APPOINTMENTS.
Form 247.—Ed. 10 11 1900 1,000.

Treasury Department,

OFFICE OF THE SECRETARY.

D.

Washington, D. C., June 4, 1901.

Mr. Ira Burritt,

Care of the Chairman

of the Light-House Board.

Sir:

Having been certified as eligible by the United States Civil Service Commission, you are hereby appointed SECOND ASSISTANT KEEPER of the ---------- Kenosha ---------- Light Station, ----- Wisconsin, ---------- with compensation at the rate of four hundred and twenty-five dollars ($425.) per annum for a *probationary period of six months*, from date of entering upon duty, subject to taking the required oath of office.

Respectfully,

Secretary.

T

JUN 5 1901 LIGHT HOUSE BOARD. 2008 RECEIVED

RE

D.

TREASURY DEPARTMENT,

OFFICE OF THE LIGHT-HOUSE BOARD

Communications should be addressed to the Light-House Board. In writing upon the subject of this letter quote the following file number:

FILE No. 2008.

Washington, May 27, 1901.

The Honorable,

The Secretary of the Treasury.

Sir:

The Board has the honor to ask the probationary appointment of Mr. Ira Burritt to be Second Assistant Keeper of Kenosha, Wis., Light-Station, from date of entering upon duty, with pay at the rate of $425. a year.

This is a new position, authorized May 14, 1901.

Mr. Burritt has passed the required Civil Service examination and obtained a rating of 96 per cent.

Respectfully,

F. M. Maynard

Captain, U.S.N.,

Naval Secretary.

Subject to taking oath

JUN 4 - 1901

Light-House Board,

May 27, 1901.

Asking the probationary appt. of Mr. Ira Burritt, to be 2nd Asst. Keeper of Kenosha Wis., L. S.

147

4424

RECEIVED.
MAY 28 1901
IN DIVISION OF APPTS.

Treasury Department,
DIVISION OF APPOINTMENTS,
June 3, 1901

Respectfully referred to Assistant Secretary Taylor with the recommendation that the appointment be made.

George U. Roze
Acting Chief Division of Appointments.

APPROVED.
T