'26 MAY 15 PM 1:16:23

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

Date: 05/01/2026

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
Callis, James, E.		1884 VA

MILITARY SERVICE

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

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

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

Date & Place of Death: 1977 VA

State of Residence (upon entry into service):

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

Researcher Signature: Andrew Burns

CIVILIAN SERVICE

(Agency & Location) Lighthouse Service (MD) 5th district

From:	To:
1925	1946

(Agency & Location)

From:	To:
	2 folders

(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-0007478276

Attendant Signature: '26 JUN 4 AM11:21:54

CMRS Search Request Number(s):

Remarks: Submitted to Arch Search 5/21/26 RH
Soundex; C420

SCREENING NOTES

- ☒ Reviewed and Nothing Removed RH
- ☐ 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 - JUN 4 1940

APPLICANT OR EMPLOYEE MUST FILL THE FOLLOWING

V 397

Name (in full) James Edward Callis Sex Male

Present address Mathews County Va. Date of birth Dec. 12 1884

Give below all places of residence during the past FIVE years

From-- (Month and year)	To-- Month and year)	Number and Street	City and State
5/1/1910	10/5/1939	Mathews County	Va.

Give, in your own handwriting, the information requested below

Have you ever been arrested for any reason whatsoever? No

If so, give details in space provided below. (~~Yes~~ or no)

Date of Arrest	Age	Charge	Court and Location	Judge	Disposition

NO ADDITIONAL RECORD FOUND AT F. B. I.

Have you ever been fingerprinted? yes Where? Post office Norfolk Va.

When? March 1928 If for the Civil Service, what position? Quartermaster

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

James E Callis

Customary payroll signature of employee

U. S. COAST GUARD

Subscribed and sworn to before me this _____ day of OCT 9 - 1939 19__.

Norfolk Navy Yard, Portsmouth, Va.

Notary Public

Clerk, Labor Board

My commission expires _____

CALLIS, JAMES E. 12-12-84

(Name)

DEPARTMENT OF COMMERCE
DIVISION OF PERSONNEL

397

MISCELLANEOUS FILE	BUREAU

LIGHTHOUSES

THIS FOLDER BELONGS TO THE DIVISION OF PERSONNEL, DEPARTMENT OF COMMERCE, AND MUST BE RETURNED PROMPTLY TO ROOM 6321.

COMMISSIONERS
HARRY B. MITCHELL, PRESIDENT
LUCILLE FOSTER MCMILLIN
SAMUEL H. ORDWAY, JR.
LAWSON A. MOYER, CHIEF EXAMINER

UNITED STATES CIVIL SERVICE COMMISSION
WASHINGTON, D. C.

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

August 25, 1938

10-256

DEPARTMENT OF COMMERCE
AUG 30 1938
DIVISION OF PERSONNEL

The Honorable
The Secretary of Commerce
Washington, D. C.

Sir:

Reference is made to the Department's letter of July 30, 1938, recommending for classification under Section 6 of Civil Service Rule II as quartermaster in the Lighthouse Service, James E. Callis.

Inspection of the Certificate of Medical Examination submitted with this request indicates that Mr. Callis is blind in one eye. Because of this condition, the Commission cannot authorize his classification as proposed. Any additional facts which the Department may wish to present will be given consideration if forwarded promptly.

By direction of the Commission:

Very respectfully,

L. A. Moyer
Executive Director
and Chief Examiner.

August 31, 1938.
Copy transmitted to the Bureau of Lighthouses for its information and report to the Department.
By direction of the Secretary:
Chief, Division of Personnel.

DEPARTMENT OF COMMERCE

DIVISION OF PERSONNEL

WASHINGTON

July 30, 1938.

The Civil Service Commission:

The following-named employee of the Lighthouse Service, appointed under the provisions of Schedule A, Subdivision XI, paragraph 5 whose position has been brought into the classified service by Executive Order No. 7852, dated March 29, 1938, is unqualifiedly recommended for classification under Section 6 of Civil Service Rule II.

Name: Callis, James E.

Desgination: Quartermaster.

Allocation:

Salary: $77.50 a month.

Date of appointment: September 14, 1925.

Legal Residence: Virginia.

Civil Service examinations (if any):

Place of employment	Dates of employment (Month and year)	NAME AND ADDRESS OF EMPLOYER (Give street address and city and State. If unemployed, give own address at that time)	Monthly salary or net earnings	NAME OF POSITION AND DESCRIPTION OF DUTIES
Baltimore	August 1924 to 1943	Old Bay Line	$660.	Seamen, Upkeep of Vessel and
Md	August 18 1925	Steam Packet Co.		General seamen duties
Portsmouth	August 18 1925	U. S.	$750.	Seamen, Servicing Lighthouses
Va	1941/2 1929	Lighthouse Service		Lightships, and Buoys
			$930	Quartermaster, Standing
Va	April 27 1938	Lighthouse Service		wheel watch aboard ship

Remarks:

By direction of the Secretary:

Respectfully,

EDW. E. GARDNER

AUG - 4 1938

Chief, Division of Personnel.

Inclosures

x Form 375
x Form 1769
x Form 2390
x Form 2413
x Record of Service
G

UNITED STATES CIVIL SERVICE COMMISSION

WASHINGTON, D. C.

TEMPORARY APPOINTMENT, TRANSFER, REINSTATEMENT, OR PROMOTION, ETC.

(NONCOMPETITIVE)

Any false statement in an application, or alteration of a voucher or certificate, or presentation to the Commission of any such paper, is a violation of the law and punishable as such. All answers must be in ink or typewriting. If more space is required, an additional sheet securely fastened to this form may be used. Answers on such sheet should be numbered to correspond to questions.

GIVE DATES AND PERIODS OF TIME REQUIRED IN YEARS AND MONTHS AS ACCURATELY AS POSSIBLE

1. (a) Give your name James E Callis (b) Are you a citizen of the United States? Yes (Yes or No)

2. Give (a) the date of your birth Dec. 12, 1884 (b) the place of your birth Mathews Co. Va.

3. Give in the blanks below a detailed statement of your education, including dates:

(a) Grammar school: Attended from Sept. no 1892 to April 1897 Highest grade completed 4th

(b) High school: Name and location None High School

Attended from —, 1—, to —, 1— Highest grade completed — Were you graduated? no

(c) College or university (Give both graduate and undergraduate work)		Dates of attendance (Give month and year)		Semester-hours credit received	Major subject		Degree conferred	Date of degree
Name	Location	From	To		Name	Sem. hrs. in major		

(d) Specify here any specialized courses which you have completed in high school, college, or elsewhere, and indicate the credits received for each course

None

(e) Have you ever been admitted to the bar? no Of what State? — When? —

4. Furnish in the blanks below a complete, comprehensive statement, showing every employment you have had since you first began to work, including your present employment, and accounting for all periods of unemployment.

	Place of employment	Dates of employment (Month and year)	NAME AND ADDRESS OF EMPLOYER (Give street address and city and State. If unemployed, give own address at that time)	Yearly salary or net earnings	NAME OF POSITION AND DESCRIPTION OF DUTIES
1	City Baltimore State Md.	From August 5th 1913 To August 18th 25	Old Bay Line Steam Packet Co.	$660.	Seamen, Upkeep of Vessel and general seamens duties
2	City Portsmouth State Va.	From August 18 1925 To Sept 12 25	U. S. Lighthouse Service	$750.	Seamen, Servicing Lighthouses Lightships, and Buoys
3	City Portsmouth State Va.	From Sept 13 1925 To April 17 1938	U. S. Lighthouse Service	$930.	Quartermaster Standing Wheel watch aboard Ship
4	City State	From —, 19— To —, 19—			
5	City State	From —, 19— To —, 19—			
6	City State	From —, 19— To —, 19—			
7	City State	From —, 19— To —, 19—			
8	City State	From —, 19— To —, 19—			
9	City State	From —, 19— To —, 19—			

IF MORE SPACE IS REQUIRED, CONTINUE YOUR ENTRIES ON A SEPARATE SHEET ARRANGED AS ABOVE 16—497

Form 375
Feb. 1936

UNITED STATES CIVIL SERVICE COMMISSION

WASHINGTON, D. C.

TEMPORARY APPOINTMENT, TRANSFER, REINSTATEMENT, OR PROMOTION, ETC.

(NONCOMPETITIVE)

Rating _____

Application No. _____

The applicant will carefully fill ALL blank spaces

Position sought Quartermaster
(Give exact title of position or examination)
Noncompetitive
in the Lighthouse Service Norfolk, Va.
(Office in which the position exists)

Present position (if now employed) Quartermaster (Title) Lighthouse Service (Department and bureau or office)

N. B.—Applicant will write plainly full name (if a woman, stating whether Miss or Mrs.) and post-office address in the blanks below. The address here given will be treated as the applicant's post-office address until notification of change is made to the Commission in writing.

Name of Applicant James Edward Callis

Number and Street _____

Post Office Beaverlett

County Mathews

State or Territory Virginia

Applicant will not fill the following blanks

Kind of examination _____

Place _____

Date _____

Application _____ *approved* _____, *19*____

By whom _____ *approved* _____

U. S. GOVERNMENT PRINTING OFFICE 16—497

5. If you have any practical knowledge of a mechanical trade, name the trade or trades, and state the time you have worked at each, and when, where, and under whom, giving places and dates. (If you have served an apprenticeship, so state.) No trade

6. If not now employed, state how long you have been unemployed. Now employed

7. If ever in the United States military or naval service, give dates of enlistment and discharge. Served in Military Co Manual service

8. (a) Have you ever filed an application with this Commission or its representative for any branch of the United States Government service? No

(b) If so, give information indicated regarding each examination.	Name each position for which examined, or for which application was filed	In what city were you, or are you to be, examined?	Give the date of each examination (Month and year)	Did you pass? (Answer "Yes" or "No")

I, the undersigned, do solemnly swear (or affirm) that the statements made by me in answer to each and all of the foregoing questions are full and true to the best of my knowledge and belief. SO HELP ME GOD.

If female, prefix "Miss" or "Mrs." James Edward Callis
(*Signature of Applicant*)
(Sign your first name in full, your middle initial or initials, if you have any, and your surname in full)

THIS APPLICATION WILL NOT BE ACCEPTED IF THE JURAT OR OATH IS OMITTED

JURAT OR OATH

[The following oath must be taken before a NOTARY PUBLIC, or other officer authorized to administer oaths for general purposes, *before whom the applicant must appear in person.*]

Subscribed and duly sworn to before me according to law by the above-named applicant, this 27th day of April, 1938, at city [or town] of Portsmouth, and State [or Territory or District of] Virginia county of Norfolk

(*Signature of officer*) Paul C. Reed
(*Official title*) NOTARY PUBLIC

My commission expires 11-6-39

Form 375
Feb. 1936

UNITED STATES CIVIL SERVICE COMMISSION
WASHINGTON, D. C.

TEMPORARY APPOINTMENT, TRANSFER, REINSTATEMENT, OR PROMOTION, ETC.
(NONCOMPETITIVE)

Rating _____

Application No. _____

The applicant will carefully fill ALL blank spaces

Position sought Assistant Postmaster
(Give exact title of position or examination)

in the Lighthouse Service Norfolk
(Office in which the position exists)

Present position (if now employed) Assistant Postmaster (Title) Lighthouse Service (Department and bureau or office)

N. B.—Applicant will write plainly full name (if a woman, stating whether Miss or Mrs.) and post-office address in the blanks below. The address here given will be treated as the applicant's post-office address until notification of change is made to the Commission in writing.

Name of Applicant } James Edward Collis

Number and Street _____

Post Office Berkley

County Norfolk

State or Territory Virginia

Applicant will not fill the following blanks

Kind of examination _____

Place _____

Date _____

Application _____ approved _____, 19____

By whom _____ approved _____

U. S. GOVERNMENT PRINTING OFFICE 10—497

5. If you have any practical knowledge of a mechanical trade, name the trade or trades, and state the time you have worked at each, and when, where, and under whom, giving places and dates. (If you have served an apprenticeship, so state.)

No trade

6. If not now employed, state how long you have been unemployed Now employed

7. If ever in the United States military or naval service, give dates of enlistment and discharge Never in Military or Naval service

8. (a) Have you ever filed an application with this Commission or its representative for any branch of the United States Government service? No

	Name each position for which examined, or for which application was filed	In what city were you, or are you to be, examined?	Give the date of each examination (Month and year)	Did you pass? (Answer "Yes" or "No")
(b) If so, give information indicated regarding each examination.				

I, the undersigned, do solemnly swear (or affirm) that the statements made by me in answer to each and all of the foregoing questions are full and true to the best of my knowledge and belief. SO HELP ME GOD.

If female, prefix "Miss" or "Mrs."

(*Signature of Applicant*) James Edward Collis
(Sign your first name in full, your middle initial or initials, if you have any, and your surname in full)

THIS APPLICATION WILL NOT BE ACCEPTED IF THE JURAT OR OATH IS OMITTED

JURAT OR OATH

[The following oath must be taken before a NOTARY PUBLIC, or other officer authorized to administer oaths for general purposes, *before whom the applicant must appear in person.*]

Subscribed and duly sworn to before me according to law by the above-named applicant, this 27th day of April, 38, 19____, at city [or town] of Portsmouth county of Norfolk, and State [or Territory or District] of Virginia

(*Signature of officer*) Paul A. Stallings

(*Official title*) NOTARY PUBLIC

My commission expires 11-6-39

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NORFOLK, VA.

LL:PL

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
NORFOLK, VA.

May 6, 1938.

SERVICE RECORD

James E. Callis

From	To	Position	Vessel	Monthly Pay
8/18/25	9/13/25	Seaman	Orchid	$62.50
9/14/25	2/28/26	Quartermaster	Orchid	70.00
3/1/26	6/30/26	Quartermaster	Orchid	75.00
7/1/26	Present Time	Quartermaster	Orchid	77.50

Certified Correct:

W. L. Rebbel

W. L. Rebbel,
Chief Clerk, 5th Lighthouse District.

3-2
file 75
jcH

June 7, 1948

U. S. Coast Guard
Disbursing Office
Washington 25, D.C.

mailed
7/7/48
jcH

Gentlemen,

I am writing to let you know I haven't received my check for last month. I received the Card and signed it & mailed it back my check has always come by the 2nd before having to hear from you again.

I remain
James E. Callis
Beaverlett P.O.
Mathews Co. Va.

(FA-PA)

3 — 2

File

26 April, 1948
CG-75

General Accounting Office
Claims Division
Washington 25, D. C.

Gentlemen:

Reference your file Misc-2894451. Inclosed is a letter of Mr. James E. Callis, a retired member of the former Lighthouse Service, in which he claims the difference due in retired pay based on gross salary, which includes the amount deducted as a charge for occupancy of Government quarters, over that paid him based on net salary, for the period March 1, 1946 to June 30, 1947. In this connection, reference is made to the Comptroller General's decision of October 23, 1947 (B-70029). Also inclosed is Treasury Department Form 2249, describing this retirement. This form shows correct computation of retired pay to be $715.02 per annum, whereas, for the period March 1, 1946 to June 30, 1947, Mr. Callis was paid at the rate of $691.40 per annum - an underpayment of $23.62 per year, or $1.97 per month. Computation of the amount due and appropriations chargeable are as follow:

2061255-Retired Pay, Former Lighthouse Service, Coast Guard, 1946	- $ 7.88
2071255-Retired Pay, Former Lighthouse Service, Coast Guard, 1947	- $23.62
Total	- $31.50

For tax withholding purposes, the records of this office show that Mr. Callis claims two exemptions.

Mr. Callis' mailing address is Beaverlett, Virginia, and his claim is forwarded for settlement. No part of this claim has been or will be paid by this office.

By direction of the Commandant.

Very truly yours,

26 APR 1948

A. F. MACKAY
Lieutenant, USCG
Chief, Pay and Audit Section

Incls
1. Claimant's letter of 1/5/48
2. Treas. Form 2249

CC: Claimant

JG:cpm 6-7

GENERAL ACCOUNTING OFFICE
WASHINGTON 25

CLAIMS DIVISION
IN REPLY PLEASE QUOTE

Misc-2894451-LCN

February 13, 1948

Treasury Department,
Coast Guard Headquarters,
Washington 25, D. C.

Sirs:

There is transmitted herewith for administrative examination and report the claim of James E. Callis, Beaverlett, Virginia, for an amount alleged to be the difference due for retired pay based on gross salary over that paid based on net salary from March 1, 1946 through June 30, 1947.

If there is an amount found due the claimant, there should be transmitted a properly prepared voucher showing the appropriation chargeable, together with a copy of appointment covering the last five years prior to retirement.

The enclosure should be returned with your report.

Respectfully,

J. E. Sours.
Chief of Section.

Enclosure.

DEPT. STOCK FORM 2249
REV. 12-45

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE:

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL Date 4-15-48

Name: Callis, James E. (Mr.)

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

Bureau No.:
(Paid for 30 days and 2 hours annual leave from March 1, 1946, thru 2 hours on April 12, 1946)

Nature of Recommendation AMENDMENT
Retirement (Disability)

Effective: Close February 28, 1946

	FROM 921	TO
Position	Keeper	Lump sum payment to be made at $1836 per annum.
Grade	Range $1702-2100	
Salary	$1836 pa incl $60 pa Qtrs.	
C. S. C. No.		
Bureau or Div.	U. S. Coast Guard	
Organizational Subdivisions		
Headquarters	Norfolk, Virginia	
Post of Duty	Ragged Point Lt. Sta., Md.	
Appropriation	Civilian Employees, C.G.	
Allotment		

FIELD [X] DEPRTMTL. [ ] FIELD [ ] DEPRTMTL. [ ]

Remarks: In accordance with the Comptroller General's Decision B-70029 dated 10-23-47, which reversed Decision A-31584 of 5-28-30, your retirement pay has been recomputed on the basis of the average gross pay (which includes the valuation of quarters for the period occupied) received during the last five years of your active duty. The computation on this basis changes the rate of your retirement pay from $691.40 to $715.02, and this notice is issued in order that you may have accurate information as to the rate of retirement pay which you are authorized to receive.

Justification:

Total Service: 20 years, 6 months, 13 days.

Computation: $1392.72 x 20.5361 ÷ 40) = $715.02

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds
Certified as to validity of recommended vice vacancy or additional identical action

H. L. Morgan
H. L. MORGAN
Chief, Civilian Personnel Division
(BUREAU OR DIVISION HEAD)

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION
Regular

DATE OF BIRTH
12-12-1884

LEGAL RESIDENCE
Virginia

SEX
Male

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:
C.S.C. NO.:
ACTION NO.:
DATE:

VETERAN'S PREFERENCE INFORMATION
No Preference

SUBJECT TO RETIREMENT ACT?
Lighthouse Act 3-4-25

DATE OF OATH

OFFICIAL PERSONNEL FILE

APR 16 1948

DATE APPROVED 4-15-48

lif

[ ] PATENTED

CALLIS, JAMES E.

U. S. GOVERNMENT PRINTING OFFICE 16—15468-1

UNITED STATES COAST GUARD

CHARGED TO	DATE	CHARGED TO	DATE	CHARGED TO	DATE	CHARGED TO	DATE	CHARGED TO	DATE
Texas	2-7-44								
Naval Barracks	3-[illegible]-44								
[redacted]									
[redacted]									
[redacted]									
[redacted]									
[redacted]									
Steward	11-23								



Mathews Co Va.
Jan. 27 - 1947

Dear Sir.

Would you please send me my earnings for 1946 from Jan. first to Dec. the thirty first I had all the papers but they have been misplaced by mistake and also how much have been taken out for income tax

Yours truly
James E Ellis
Beaverlett P.O.
Mathews Co.
Va.

Same as check

U-2 middle 1-31-47

3-3 Anatham .6 0 Ac
file 15 November 1 1946
SEA

I received my October
check all OK and the
fourth of November
but by mistake you
did not send any
cash for Aaron
so you left it need
him now for Aaron
your truly
James & Callie Lyn
Baiuletto
Anatheia 60 Ac

Answered by form letter
11/21/46

3-V

UNITED STATES COAST GUARD

POST OFFICE BOX 540
NORFOLK 1, VA.

ADDRESS REPLY TO THE
DISTRICT COAST GUARD OFFICER
FIFTH NAVAL DISTRICT (pcp)
REFER TO FILE:
75

APR 18 1946

FILE
IKZ

15 April, 1946

To: The Commandant (PCP-6)

Subj: Retirement of James E. Callis, Keeper, Ragged Point Light Station, Md.

1. Headquarters is advised in compliance with its letter of 19 February, 1946, file CG-75 on above subject, that Mr. James E. Callis was paid for his last (final) active duty on D. O. Voucher #10351 in the March accounts of Jacob Levin, SDA, USN, Symbol #551-370. This payment which covered the period 25 - 28 February, 1946, was in the amount of $28.24.

2. Mr. Callis' total taxable income for the current calendar year including lump-sum payment for annual leave amounts to $582.48.

J. R. STEWART
By direction

APR 18 1946

UNITED STATES COAST GUARD

POST OFFICE BOX 540
NORFOLK 1, VA.

ADDRESS REPLY TO THE
DISTRICT COAST GUARD OFFICER
FIFTH NAVAL DISTRICT
REFER TO FILE: (pap) 75

15 April, 1946

To: The Commandant (PCP-6)

Subj: Retirement of James E. Callis, Keeper, Ragged Point Light Station, Md.

1. Headquarters is advised in compliance with its letter of 19 February, 1946, file CG-75 on above subject, that Mr. James E. Callis was paid for his last (final) active duty on D. O. Voucher #10351 in the March accounts of Jacob Levin, SDA, USN, Symbol #551-370. This payment which covered the period 25 - 28 February, 1946, was in the amount of $28.24.

2. Mr. Callis' total taxable income for the current calendar year including lump-sum payment for annual leave amounts to $582.48.

J. R. STEWART
By direction

original to Mrs Hargrave 4-17-46

UNITED STATES COAST GUARD

ADDRESS REPLY TO
THE COMMANDANT (PCP-6)
REFER TO FILE: CG-75

WASHINGTON 25, D. C.

FILE
IKZ

3.2

19 February, 1946

To: DCGO, 5ND

Subj: Retirement of James E. Callis, Keeper, Ragged Point Light Station, Md.

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

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

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

H. L. MORGAN
By direction

Incl
Form 2249, Department Notice of Retirement

Mailing Address: Mr. James E. Callis
Beaverlett P. O.
Mathews County, Va.

FEB 20 1946

A 1477

FILE
LKZ.

(FA-AR)
CG-75

3-V

19 March, 1946

To: James E. Callis, Keeper, Retired
Mathew County
Beaverlett, Virginia

Subj: Retired pay; payment of

1. Having been transferred to the retired list of the former Lighthouse Service, Coast Guard, effective 1 March, 1946, in accordance with Department letter, dated 8 February, 1946, your pay accounts will henceforth be carried at Headquarters.

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

3. Checks in settlement of your retired pay will be forwarded to you after the close of each month upon the receipt of dated and signed Form 9671-B, one of which is inclosed for use at the end of the current month. Since this form is submitted as evidence of your existence and right to retired pay, it must not be signed prior to the last day of the month and should not be predated. If address is changed, the new address for mailing your pay check should be submitted on this card at the end of the month in which the change occurs.

4. Inclosure 3. must be signed in the space provided therefor and returned to the Allotment Disbursing Officer for transmittal to the General Accounting Office. The name appearing on your pay checks will be identical to that appearing in the upper left corner of this card. The card must be signed in the same manner, using first name and middle initial.

C. L. HERNDON
By direction

Incls
1. Form W-4 - Employee's Withholding Exemption Certificate.
2. Form N. C. G. 9671-B
3. Standard Form 1099 - Signature Card

13471

QB

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 22057

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date February 4, 1946

Name: Callis, James E. (Mr.)

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

Nature of Recommendation: Retirement(Disability) (Paid for 30 days and 2 hours annual leave from March 1, 1946 through 2 hours on April 12, 1946)

Effective: Close February 28, 1946

	FROM 921	TO
Position	Keeper	Lump sum payment to be made at $1836 per annum.
Grade	Range $1704-2100	
Salary	$1836 p.a. incl. $60 p.a. Qtrs.	
C. S. C. No.		
Bureau or Div.	U. S. Coast Guard	
Organizational Subdivisions		
Headquarters	Norfolk, Virginia	
Post of Duty	Ragged Point Lt. Sta., Md.	
Appropriation	Civilian Employees, C.G.	
Allotment		

FIELD ☒ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks:

The annual rate of retired pay is $691.40

"no other Emp"

Justification:

Total Service: 20 years, 6 months, 13 days.

Computation: $1346.71 x 20.5361 ÷ 40 = $691.40

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds
Certified as to validity of recommended vice vacancy or additional identical action

H. L. Morgan
H. L. MORGAN, Acting Chief
Civilian Personnel Division
(BUREAU OR DIVISION HEAD)

(FOR USE OF DIRECTOR OF PERSONNEL, TREASURY DEPARTMENT)

FEB 18 1946

DATE APPROVED BY THE SECRETARY

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

FILE

APPROPRIATION: Regular

DATE OF BIRTH: 12-12-1884

LEGAL RESIDENCE: Virginia

SEX: Male

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

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

SUBJECT TO RETIREMENT ACT? Lighthouse Act 3-4-25

DATE OF OATH

SHIPMAN PATENTED

Name CALLIS, James E. Date of birth 12 December, 1884

Designation Assistant Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment (L.H. C. G. and Navy)	Aug.	18	1925	Feb.	28	1946	
Total service	20 years, 6 months, 13 days						

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:

Amended to include quarters as result Comptroller's Decision B-70029 dated 10-23-47.

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

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

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel) Y M D	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
	Jan.	1	1941	June	30	1941	4	$ 77.50 M	310.00
	July	1	1941	Dec.	30	1942	10	77.50 M	775.00
	Jan.	1	1942	June	30	1942	2	1440.00	240.00
	July	1	1942	June	30	1943	1	1440.00	1440.00
	July	1	1943	Dec.	31	1943	6	1440.00	720.00
	Jan.	1	1944	June	30	1944	6	1500.00	750.00
	July	1	1944	June	30	1945	1	1500.00	1500.00
	July	1	1945	Feb.	28	1946	(174) 8	1836.00	228.61

Total compensation for last five years of active service 6,963.61

Average compensation for last five years of active service 1,392.72

Annual rate of retired pay ($ 1,392.72 × years 20.5361 ÷ 40) = 715.02

(Not exceeding 30)

U. S. GOVERNMENT PRINTING OFFICE 16—35893-1

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

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

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
	Mar.	1	1941	June	30	1941	4	$77.50pm	$310.00
	July	1	1941	Apr.	30	1942	10	77.50pm	775.00
	May	1	1942	June	30	1942	2	1380 pa	230.00
	July	1	1942	June	30	1943	1	1380	1380.00
	July	1	1943	Dec.	31	1943	6	1380	690.00
	Jan.	1	1944	June	30	1944	6	1440	720.00
	July	1	1944	June	30	1945	1	1440	1440.00
	July	1	1945	Feb.	28	1946	8	1776	1188.59

Total compensation for last five years of active service $6733.59

Average compensation for last five years of active service $1346.71

Annual rate of retired pay ($1346.71 × years 20.5361 (Not exceeding 30) ÷ 40) = $691.40

Retirement effective February 28, 1946. Placed in leave pay for 3.2 hrs. 2 hours period March 1, 1946 through 2 hours on April 12, 1946

GOVERNMENT PRINTING OFFICE 16—20161

Form 2521
TREASURY DEPARTMENT
U. S. Coast Guard

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 2523)

District CG Officer
~~Commander~~, 5th Naval District,

Norfolk, Va.
(City)

Date 1 November, 1945

I hereby apply for retirement from active duty effective close of 28 February, 1946 on the basis of service shown hereon.

James E. Callis
Beaverlett P. O.
Mathews County,
Va.

James E Callis
(Name)

Assistant Keeper
(Designation)

CG-75 (pcp)

OFFICE OF THE DISTRICT COMMANDER

City Norfolk, Va. *Date* 17 December, 1945

Submitted to the Commandant, U. S. Coast Guard, recommending retirement at $ 691.40 per annum, effective at the close of 28 February, 1946

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.

T. C. Berry

T. C. BERRY
By direction ~~District Commander~~.

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

Submitted to the Secretary of the Treasury, recommending approval.

Commandant.

FOR USE OF DEPARTMENT

16—20161

14 December, 1945
FIFTH NAVAL DISTRICT
COAST GUARD
REPORT TO THE
READ TO FILE

UNITED STATES COAST GUARD

POST OFFICE BOX 540

NORFOLK 1, VA.

REPLY TO THE
RICT COAST GUARD OFFICER
FTH NAVAL DISTRICT (pcp)
REFER TO FILE: 75

14 December, 1945

To: The Commandant (PCP)

Subj: Callis, James E., Assistant Keeper; application for disability retirement

1. There is forwarded herewith application for disability retirement submitted by James E. Callis, Assistant Keeper, Ragged Point Light Station, together with Form 2523, Certificate of Medical Examination, Disability Retirement, Civilian Personnel.

2. Mr. Callis concluded his active duty by departing the light station at 1200 1 October, 1945. This retirement case is recommended to be effective at the close of 28 February, 1946. There follows a statement of Mr. Callis' leave:

ANNUAL LEAVE		
36 Days	4 Hours	Accrued close of 12-31-44
19 Days	4 Hours	Accrued close of 9-30-45
56 Days	0 Hours	
12 Days	2 Hours	Used close of 9-30-45
43 Days	6 Hours	Lump-sum payment to cover period 1 March to close of 6 hrs. 1 May, 1946
SICK LEAVE		
90 Days	0 Hours	Accrued close of 12-31-44
11 Days	2 Hours	Accrued close of 9-30-45
101 Days	2 Hours	
0 Days	0 Hours	Used close of 9-30-45
101 Days	2 Hours	
101 Days	2 Hours	Used from 10-1-45 (4 hrs.) to close of 6 hrs. on 2-26-46
0 Days	0 Hours	
		Granted 2 days and 2 hours advanced sick leave to cover period 2 hrs. 26 Feb. through close of 28 Feb. '46

At the close of 30 September, 1945, Mr. Callis did not have to his credit any compensatory leave.

3. In view of the fact that the position vacated by Mr. Callis will not be filled by a civilian, it is recommended that it be abolished coincident with the retirement of Mr. Callis.

* see Hq letter 1/8/46 to Dcso, 5ND

for J. R. STEWART
By direction

Incls
Forms 2521 and 2523

(JAMES E. CALLIS)

(PCP-6)
CG-75

8 January, 1946

To: DCGO, 5ND

Subj: Callis, James E., Assistant Keeper; disability retirement of

1. Reference is made to your letter of 14 December, 1945, furnishing a statement of the subject employee's leave account in connection with hhs application for disability retirement.

2. It is noted that you showed, under "Sick Leave" that Mr. Callis had 90 days accumulated at the close of 31 December, 1944, and that he accrued 11 days, 2 hours through the close of 30 September, 1945, making a total of 101 days, 2 hours to his credit at the close of September.

3. Attention in this connection is invited to the following provision in Part III, Section 3.2 of the Annual and Sick Leave Laws and Regulations:

> "Unused sick leave shall be cumulative and available for future use: Provided that the balance to the credit of the employee at the end of any month shall not exceed 90 days."

Therefore, at the close of September, 1945, the maximum sick leave to which Mr. Callis was entitled was 90 days.

4. According to HQ computation 90 days sick leave will carry Mr. Callis from 4 hours on 1 October, 1945, through 4 hours on 8 February, 1946. To avoid the necessity for recomputing the annuity in this case, it is suggested that after expiration of the 90 days sick leave, Mr. Callis be carried in an annual leave status through the close of 28 February, and then compensated in a lump sum for the remaining 30 days, 2 hours annual leave to his credit, covering the period from 1 March through 2 hours on 12 April,1946. Form 2249 will be processed accordingly.

F. P. VETTERICK,
By direction

STEWART:lk
Return to S-2

3-2

(PCP-6)
CC-75

OFFICE OF THE CHIEF MEDICAL OFFICER
COAST GUARD HEADQUARTERS

26 December, 1945
9 January, 1946

MEMORANDUM FOR: Chief Personnel Officer

To: DCCO, 5ND

Subj: CALLIS, James E. Civilian Keeper; retirement, recommendation

Subj: Proposed disability retirement of James E. Callis, Keeper

The medical evidence contained in Form 2523 (Certificate of Medical Examination) pertaining to the above subject named man has been reviewed and it is the opinion of the undersigned that the subject named man be retired by reason of physical disability.

The application of Mr. Callis for disability retirement has been examined and he has been found to be disabled for further useful and efficient service. The official notice of his retirement will be issued in due time.

F. P. WETMERICK
By direction

Carl Michel
CARL MICHEL
Ass't. Surgeon General

DUQUAINE
Return to 3-2

3.2

OFFICE OF THE CHIEF MEDICAL OFFICER

COAST GUARD HEADQUARTERS

26 December, 1945

MEMORANDUM FOR - Chief Personnel Officer

Subj: CALLIS, James E., Civilian Keeper; retirement, recommendation

The medical evidence contained in Form 2523 (Certificate of Medical Examination. Disability Retirement, Civilian Personnel), dated 17 October, 1945, has been reviewed and found satisfactory. It is recommended that subject-named man be retired by reason of physical disability.

Carl Michel

CARL MICHEL
Ass't. Surgeon General

Born Dec 12-1884
More than 20 yrs Service

...ICAL EXAMINATION, DISABILITY RETIREMENT, CIVILIAN PERSONNEL

(Act of March 4, 1925)

James E. Callis DESIGNATION Asst. Keeper, Ragged Point Light Station, Coles Point, Va.

...1 inches Weight 190 pounds. Complexion plethoric

...or of eyes blue Color of hair gray

Here give a complete personal description, together with permanent marks and scars other than those described below in physical examination: Tattooing on each forearm

Description of duties of position (to be filled in by district commander): Assistant Keeper of a marine light station. Upkeep of structure such as painting and cleaning structure, standing watch, and operating motorboat.

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: Failing eyesight and hearing, both quite marked. Unable to read more than 5 minutes at a time. Hearing has become increasingly impaired. Can't hear well on the telephone.

PHYSICAL EXAMINATION

Visual acuity (uncorrected): R. E. 20/ 200 L. E. 20/ 800

With correction in spectacles: R. E. 20/ 40 L. E. 20/ 800

Accommodation: Reads Jaeger No OD 14/189 OS nil at 13 inches, without correction. Cataract of left eye causes blindness.

Reads Jaeger No OD 14/56 OS nil at 13 inches, with correction.

Central color vision (binocular) normal (Name method used) Williams lantern test

Inspection no external pathology - examination shows left cataract

Pupils equal Pupillary reaction normal

Hearing: Whispered voice (unaccentuated) heard with R. E. at 10 ft., L. E. at 5 ft.

Appearance of right drum normal, left drum normal

Is there any disease of the middle or internal ear or mastoid? Yes If so, specify There is a 45% combined hearing loss as determined by the audiogram, a combined bone, nerve deafness. Air conduction greater than bone conduction, right. Bone conduction greater than air conduction left.

[OVER]

Condition of nose and sinuses Normal

Condition of mouth and throat, including tonsils and teeth Normal

Bones, joints, muscles, including atrophies None
(Express limitation of motion, if any, in degrees and joint involved)

Respiratory system Normal. Barrell chest. Pulmonary emphysema

Cardiovascular system:

(a) Heart Not enlarged, murmurs none.

(1) Murmurs none (2) Arrhythmias none

(b) Pulse rate: (1) Sitting 72 (2) After exercise 96 (3) 2 minutes after exercise 80

(c) Blood pressure: (1) Sitting—Syst. 130 Diast. 92 (2) After ex.—Syst. 144 Diast. 90

(d) Condition of blood vessels Moderate resistence to compression

Evidence of thyroid or other endocrine disturbance none

Abdomen and gastro-intestinal system, including hernia normal

Genito-urinary system:

Urinalysis—Sp. gr. 1.026 Reaction acid Albumin neg. Sugar neg.

Sediment microscopic (required when albumin or sugar is found) not required

Reflexes, motor disturbances, etc.:

(a) Station normally erect (e) Gait normal, stooped, and slow

(b) Tremor slight intension tremor (f) Coordination hesitant

(c) Patellar reflexes hyperactive (g) Peripheral circulation adequate to exam.

(d) Other motor disturbances none

Alcohol seldom Drugs denies Syphilis denies Epilepsy denies

Other neurological findings none

General impression Physical findings aside from eyes, ears, and prostate compatible with age.

Here describe fully nature of disability: Total blindness of left eye due to cataract. Refractive blindness of right eye, correctible only to a 20/40 reading; 45% combined hearing loss. Moderate, benign prostatic hypertrophy. His age of 61 and the intension tremor are indicative of early senile changes.

Is disability to perform duty of a permanent character? Yes

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

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

The examining physician must be in the Federal Service

October 17, 1945
(Place of examination)

Esta R. Allen
(Examining surgeon)

Esta R. Allen, Surgeon (R), USPHS
U. S. Marine Hospital, Norfolk, Va.
(Title and branch of medical service)

(Date)

U. S. GOVERNMENT PRINTING OFFICE 16—17606

UNITED STATES COAST GUARD

ADDRESS REPLY TO
THE COMMANDANT (PCP-6)
REFER TO FILE: CG-75

WASHINGTON 25. D. C.

19 February, 1946

To: DCGO, 5ND

Subj: Retirement of James E. Callis, Keeper, Ragged Point Light Station, Md.

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

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

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

H. L. MORGAN
By direction

Incl
Form 2249, Department Notice of Retirement

Mailing Address: Mr. James E. Callis
Beaverlett P. O.
Mathews County, Va.

A 1477

(PCP-6)
CG-75

9 January, 1946

To: DCGO, 5ND

Subj: Proposed disability retirement of James E. Callis, Keeper

The application of Mr. Callis for disability retirement has been examined and he has been found to be disabled for further useful and efficient service. The official notice of his retirement will be issued in due time.

F. P. VETTERICK
By direction

U.S. COAST GUARD
MAIL SECTION (4)
MAILED JAN 10 1946

Return Jr

UNITED STATES COAST GUARD

(PCP-6)
CG-75

POST OFFICE BOX 540
NORFOLK 1, VA.

8 January, 1946

To: DCGO, 5ND

Subj: Callis, James E., Assistant Keeper; disability retirement of

1. Reference is made to your letter of 14 December, 1945, furnishing a statement of the subject employee's leave account in connection with his application for disability retirement.

2. It is noted that you showed, under "Sick Leave" that Mr. Callis had 90 days accumulated at the close of 31 December, 1944, and that he accrued 11 days, 2 hours through the close of 30 September, 1945, making a total of 101 days, 2 hours to his credit at the close of September.

3. Attention in this connection is invited to the following provision in Part III, Section 3.2 of the Annual and Sick Leave Laws and Regulations:

> "Unused sick leave shall be cumulative and available for future use: Provided that the balance to the credit of the employee at the end of any month shall not exceed 90 days."

Therefore, at the close of September, 1945, the maximum sick leave to which Mr. Callis was entitled was 90 days.

4. According to HQ computation 90 days sick leave will carry Mr. Callis from 4 hours on 1 October, 1945, through 4 hours on 8 February, 1946. To avoid the necessity for recomputing the annuity in this case, it is suggested that after expiration of the 90 days sick leave, Mr. Callis be carried in an annual leave status through the close of 28 February, and then compensated in a lump sum for the remaining 30 days, 2 hours annual leave to his credit, covering the period from 1 March through 2 hours on 12 April, 1946. Form 2249 will be processed accordingly.

COAST GUARD
11 SECTION (4)
JAN 9 - 1946

3. fil the

F. P. VETTERICH
By direction

MAILED

J. S. STUART
By direction

Incls
Forms 25[illegible]

Return Js

(PCP-6)
CG-75

8 January, 1946

To: DCGO, 5ND

Subj: Callis, James E., Assistant Keeper; disability retirement of

1. Reference is made to your letter of 14 December, 1945, furnishing a statement of the subject employee's leave account in connection with his application for disability retirement.

2. It is noted that you showed, under "Sick Leave" that Mr. Callis had 90 days accumulated at the close of 31 December, 1944, and that he accrued 11 days, 2 hours through the close of 30 September, 1945, making a total of 101 days, 2 hours to his credit at the close of September.

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Therefore, at the close of September, 1945, the maximum sick leave to which Mr. Callis was entitled was 90 days.

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COAST GUARD
H. SECTION (4)
JAN 9 - 1946
MAILED

F. P. VETTERICH
By direction

STEWART:lk
Return to S-2

UNITED STATES COAST GUARD

POST OFFICE BOX 540
NORFOLK 1, VA.

ADDRESS REPLY TO THE (pcp)
DISTRICT COAST GUARD OFFICER
FIFTH NAVAL DISTRICT
REFER TO FILE:

14 December, 1945

To: The Commandant (PCP)

Subj: Callis, James E., Assistant Keeper; application for disability retirement

1. There is forwarded herewith application for disability retirement submitted by James E. Callis, Assistant Keeper, Ragged Point Light Station, together with Form 2523, Certificate of Medical Examination, Disability Retirement, Civilian Personnel.

2. Mr. Callis concluded his active duty by departing the light station at 1200 1 October, 1945. This retirement case is recommended to be effective at the close of 28 February, 1946. There follows a statement of Mr. Callis' leave:

ANNUAL LEAVE		
36 Days	4 Hours	Accrued close of 12-31-44
19 Days	4 Hours	Accrued close of 9-30-45
56 Days	0 Hours	
12 Days	2 Hours	Used close of 9-30-45
43 Days	6 Hours	Lump-sum payment to cover period 1 March to close of 6 hrs. 1 May, 1946

SICK LEAVE		
90 Days	0 Hours	Accrued close of 12-31-44
11 Days	2 Hours	Accrued close of 9-30-45
101 Days	2 Hours	
0 Days	0 Hours	Used close of 9-30-45
101 Days	2 Hours	
101 Days	2 Hours	Used from 10-1-45 (4 hrs.) to close of 6 hrs. on 2-26-46
0 Days	0 Hours	
		Granted 2 days and 2 hours advanced sick leave to cover period 2 hrs. 26 Feb. through close of 28 Feb. '46

At the close of 30 September, 1945, Mr. Callis did not have to his credit any compensatory leave.

3. In view of the fact that the position vacated by Mr. Callis will not be filled by a civilian, it is recommended that it be abolished coincident with the retirement of Mr. Callis.

J. R. STEWART
By direction

Incls
Forms 2521 and 2523

DEPT. STOCK FORM 2249
REV. 12-41

NAVY
~~TREASURY~~ DEPARTMENT
UNITED STATES
WASHINGTON, D. C.

PAGE:

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date July 1, 1945

Name: Callis, James E.,(Mr.)

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

Nature of Recommendation

Pay Adjustment and Pay Increase (Periodic)

Effective: July 1, 1945

	FROM 921	TO 921
Position		Keeper
Grade		
Salary	Range $1380-1740 $1440 pa plus $60 pa Qtrs.	Range $1704-2100 $1836 pa* incl. $60 pa Qtrs.
C. S. C. No.		
Bureau or Div.		
Organizational Subdivisions		U. S. Coast Guard
Headquarters		Norfolk, Virginia
Post of Duty		Ragged Point Lt. Sta., Md.
Appropriation		Civilian Employees, C. G.
Allotment		

FIELD ☒ DEPRTMTL. ☐ FIELD ☒ DEPRTMTL. ☐

Remarks * Your increased compensation includes valuation for quarters.

Justification:

Position: Permanent
Last Promotion: January 1, 1944, $1440-1500
Conduct and Service: Satisfactory
Efficiency Rating: Very Good

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds
Certified as to validity of recommended vice vacancy or additional identical action

Paul C. Herrick
Comdr. U.S.C.G.R.
Chief, Civilian Personnel Division
(BUREAU OR DIVISION HEAD)

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 12-12-1884

LEGAL RESIDENCE: Virginia

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

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

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

DATE OF OATH

(FOR USE OF DIRECTOR OF PERSONNEL, ~~TREASURY~~ NAVY DEPARTMENT)

DATE APPROVED BY THE SECRETARY ~~TREASURY~~

JUL 13 1945

PATENTED AM

TREAS. DEPT. STOCK FORM 2249
REV. 12-41

NAVY

UNITED STATES ~~TREASURY~~ DEPARTMENT
WASHINGTON, D. C.

PAGE:

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date 1 January, 1944

Name: Callis, James E., Mr.

From: U. S. Coast Guard (BUREAU OR DIVISION) Bureau No.: 921

Nature of Recommendation

Promotion

Effective: January 1, 1944

	FROM 7462	TO 7462
Position		Keeper
Grade	Range $1380-1740	Range $1380-1740
Salary	$1380 p.a. plus $60 p.a. Qtrs.	$1440 p.a. plus $60 p.a. Qtrs.
C. S. C. No.		
Bureau or Div. Organizational Subdivisions		U. S. Coast Guard
Headquarters Post of Duty		Norfolk, Virginia Ragged Point Lt. Sta., Md.
Appropriation		Civilian Employees, C. G.
Allotment		
	FIELD ☒ DEPRTMTL. ☐	FIELD ☒ DEPRTMTL. ☐

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 12-12-1884

LEGAL RESIDENCE: Virginia

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

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

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

DATE OF OATH

Remarks:

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

Justification:

Mr. Callis' last promotion was by Change in Status from Quartermaster at $77.50 per month to Keeper at $1380 per annum plus $60 Qtrs., in the amount of $510 on May 1, 1942. His service and conduct are satisfactory. The position occupied by this employee is not temporary. His current efficiency rating is Good - 5.

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds
Certified as to validity of recommended vice vacancy or additional identical action

E. L. Kangas
E. L. KANGAS, Admin. Asst.
Civilian Personnel Division.
(BUREAU OR DIVISION HEAD)

(FOR USE OF DIRECTOR OF PERSONNEL. ~~TREASURY~~ DEPARTMENT)

DATE APPROVED BY THE SECRETARY

PATENTED

NAVY

FEB 10 1944

-75

~~TREASURY DEPARTMENT~~
United States Coast Guard
Norfolk, Virginia.

Date 1 May, 1942.

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

From: ~~Commander~~ District Coast Guard Officer, 5th Naval District.
To: Commandant, Coast Guard Headquarters.

Name James E. Callis

Nature of Action Change in status,,designation and post of duty, increase in salary.

Effective date of change 1 May, 1942.

	FROM	TO
Position	Quartermaster	Asst. Keeper
Pay	$77.50 p.m., incl. $60 p.a. longevity pay.	$1380 p.a.
Salary Range	None	$1380-1740
Valuation of Quarters	None	$60 per annum
Station	ORCHID	Ragged Point Lt. Sta., Md.

Remarks: This change is reported in accordance with Department approval dated (perforated in Form 2249) 11 April, 1942.

Signature C. J. SULLIVAN,
By direction.

- -

(This space for use of Headquarters)

Headquarters United States Coast Guard CP-75 5 May, 1942.

Submitted to the Director of Personnel, Navy Department, for information.

Very truly yours,

H. L. MORGAN, Chief,
Personnel Actions Subsection.

E.C.O Mcs

MAY 6 1942

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared 11 April, 1942.

Name: Callis, James H.

From: U. S. Coast Guard

Bureau No.: 921

Effective: 1 May, 1942 Change in status, designation and post of duty. Increase in salary.

	FROM	TO
Position	Quartermaster	Keeper
Grade	None	Field (Range $1380-1740)
Salary	$77.50 a mo., including $60 p.e. longevity pay.	$1380 p.a. plus $60 p.e.Qtrs.
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters Post of Duty	Norfolk, Virginia ORCHID	Norfolk, Virginia Ragged Point Lt.Sta., Md.
Appropriation	Civilian Employees, C. G.	Civilian Employees, C. G.
Allotment		
	FIELD ☐ DEPRTMTL ☐	FIELD ☒ DEPRTMTL. ☐

Remarks:

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

Mr. Callis was given a classified civil service status as Quartermaster under Executive Order No. 8686, effective January 1, 1942.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY: U.S.C.G. Comm. Cert. No. R-13515, SR:SO, dated 4-8-42.

APPROPRIATION: Regular

DATE OF BIRTH: 12-12-1884

LEGAL RESIDENCE: Virginia

SEX: M

NATURE OF POSITION: NEW | ADDTL. IDENT.

VICE VACANCY | VICE: *Nelson S. Atherton (transferred)

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

SUBJECT TO RETIREMENT ACT? Lighthouse Act 6-20-16

DATE OF OATH

DATE APPROVED BY THE SECRETARY

BUREAU OR DIVISION PERSONNEL FILES

APR 17 PAID

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE:

REQUEST FOR PERSONNEL ACTION — CHANGE IN STATUS

TO BE MAILED — U. S. COAST GUARD, ROOM 506

Date Prepared: 11 April, 1942.

Name: Callis, James M.

From: U. S. Coast Guard — Bureau No.: 921

Effective: Change in status, designation and post of duty. Increase in salary. 5.0.42.

	FROM	TO
Position	Quartermaster	Keeper
Grade	None	Field (Range $1380-1740)
Salary	$77.50 p.m., including $60 p.a. longevity pay.	$1380 p.a. plus $60 p.a.Stre.
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters Post of Duty	Norfolk, Virginia	Norfolk, Virginia
Appropriation	069X3D	Ragged Point Lt.Stn., Md.
Allotment	Civilian Employees, C. G.	Civilian Employees, C. G.

FIELD ☐ DEPRTMTL ☒ — FIELD ☒ DEPRTMTL ☐

Remarks:

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

Mr. Callis was given a classified civil service status as Quartermaster under Executive Order No. 8986, effective January 1, 1942.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY: U.S.C.S. Comm. Cert. No. E-13515, 42:RC, dated 4-8-42.

APPROPRIATION: Regular

DATE OF BIRTH: 12-12-1884

LEGAL RESIDENCE: Virginia

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE
	Nelson E. Atherton (transferred)

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

SUBJECT TO RETIREMENT ACT? Lighthouse Act 6-20-16

DATE OF OATH

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

DATE APPROVED BY THE SECRETARY

XVXVXVXVX
NAVY

BUREAU SUSPENSE AND FILE COPY

APR 13 1942

Mail 8th.

Standard Form No. 46
December 1939
(Supersedes Standard Forms
No. 15 and 16)

REQUEST FOR { TRANSFER / REINSTATEMENT / CHANGE IN STATUS }

TO BE MAILED
U. S. COAST GD.
ROOM 506.

19 41

U. S. Coast Guard - Navy
(Department or establishment)

WASHINGTON, D. C., 28 March, 1942

CIVIL SERVICE COMMISSION
WASHINGTON, D. C.

GENTLEMEN:

In accordance with the civil service rules, authority is requested for the

☐ transfer ☐ reinstatement ☒ change in status

of James E. Callis

December 12, 1884 (Date of birth)

Beaverlett Post Office, Mathews City, Va. (Address)

FORMER CLASSIFIED STATUS (In reinstatement cases) PRESENT STATUS (In transfer or change-in-status cases)	STATUS TO BE AUTHORIZED
Navy (Department)	Navy (Department)
U. S. Coast Guard (Bureau or office)	U. S. Coast Guard (Bureau or office)
Quartermaster $77.50 p.m. incl. $60 p.a. longevity pay. (Position, grade, and salary)	Keeper (Range $1380-1740) plus $60 p.a. for qtrs. Salary $1380 p.a. (Position, grade, and salary)
ORCHID (City in which formerly employed)	Norfolk District-Ragged Point Lt. Sta., Md. (City in which to be employed)
(Date and manner of separation) (In reinstatement cases)	(Members of family in civil service—in reinstatement cases) (State names, degree of relationship, and where employed. If more than one member of family is in the service, Form 1709 will be required)

MILITARY OR NAVAL SERVICE RECORD
(In reinstatement cases only)

Mr. Callis was given a classified status on 1 January, 1942 under E.O. 8886. Form 375 recently executed is on file with the Commission.

(Signature) Charles Piazat

(Official title) Director of Personnel

U. S. GOVERNMENT PRINTING OFFICE 16—11823

E.C.O. 8

MAR 28 1942

TREASURY DEPARTMENT
U. S. Coast Guard

U. S. COAST GUARD
REC'D MAR [redacted] 1941

NOMINATION

Norfolk District Norfolk, Va. 13 March 19 41

921

COMMANDANT:

Action recommended Transfer and Promotion

Name James E. Callis Date of birth 12 Dec., 1884 Legal Res. Va.

	From --	To--
Position	Quartermaster	~~Asst.~~ Keeper
Pay and grade	$77.50 p.m. ($72.50-77.50) (Incl. $5 p.m. longevity pay)	$1380 p.a. ($1380-1740) Plus $60 for quarters
Station	Tender ORCHID	Ragged Point Lt. Sta., Md. Norfolk Dist
Appropriation	Civilian Employees, C. G.	Civilian Employees, C. G.

Effective 1 April, 1941 or as soon thereafter as he enters on duty.

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

Ps #921

Vice Nelson S. Atherton Pay $1380 p.a. Services terminated 6/29/39

Reason Transfer and promotion.

Remarks: Mr. Callis does not have a Classified Status. He was not inducted due to physical disqualifications. He is not entitled to military preference. Action recommended is in accordance with paragraph 3 of Headquarters' Circular Letter 27 February, 1941, File CP-75. Certified 2806 and Personal History Statement in duplicate are on file in Headquarters.

Selection regular, _____, 19__

C. J. SULLIVAN,
By direction.

Manager, 4th Civil Service District

3484
1941

UNITED STATES CIVIL SERVICE COMMISSION

WASHINGTON, D. C.

REINSTATEMENT
TRANSFER
CHANGE IN STATUS

CERTIFICATE NO. R-13515

SR:RC

APRIL 8, 1942
(Date)

CHIEF, CIVILIAN PERSONNEL
U. S. COAST GUARD
14TH AND D. STREETS, S. W.
ROOM 506
WASHINGTON, D. C.

Sir:

In response to your request of MARCH 28, 1942

the CHANGE IN STATUS (Reinstatement, transfer or change in status) is hereby authorized of:

JAMES E. CALLIS
(Name)

(Residence)

TO

NAVY
(Department)

U. S. COAST GUARD
(Bureau or Office)

KEEPER
(Position, Grade and Salary)

$1380 PER ANNUM PLUS $60 PER ANNUM FOR QUARTERS

NORFOLK DISTRICT RAGGED POINT LT. STA., MARYLAND
(City in which to be Employed)

Remarks or conditions:—

Very respectfully,

L. A. Moyer

L. A. MOYER,
Executive Director
and Chief Examiner.

NOTE:—Report on certificates of reinstatement and transfer should be made within thirty days.

NOTE:—Payment of the compensation proposed is subject to applicable statutes, Executive orders, and decisions of the Comptroller General.

Standard Form No. 8
(Approved by the President, May 22, 1925)

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes of the United States

5th Naval District
(Department or Establishment)

U. S. Coast Guard
(Bureau or Office)

I, James Edward Callis
(Name in full, printed or typed), 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.

James Edward Callis
(Signature of Appointee)
(James Edward Callis)

Subscribed and sworn to before me this 23d day of February, A. D. 1942

at Norfolk (City or place), Virginia (State)

[SEAL]

H. R. Pickering
Lieut. (jg), U. S. C. G.

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

Position to which appointed Quartermaster

Date of entrance on duty 1 Jan., 1942.

U. S. GOVERNMENT PRINTING OFFICE: 1939 10—1689

DEPT. STOCK FORM 2249
REV. 4-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE:

TO:

Date Prepared 1 January, 1942.

Name: Callis, James E.

From: U. S. Coast Guard

Bureau No.:

Classification

	FROM (SECRET)	TO
Position	Quartermaster	Quartermaster
Grade	None	None
Salary	$77.50 a month, including $60 p.a. longevity pay.	$77.50 a month, including $60 p.a. longevity pay.
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters	Norfolk, Virginia	Norfolk, Virginia
Post of Duty	ORCHID	ORCHID
Appropriation	Civilian Employees, C. G.	Civilian Employees, C. G.
Allotment		

FIELD ☐ DEPRTMTL. ☐ FIELD ☒ DEPRTMTL. ☐

EFFECTIVE 1 January, 1942.

Remarks:

You have been given a classified civil service status under Executive Order No. 8886 of September 3, 1941, subject to satisfactory report on fingerprint chart.

Justification:

CIVIL SERVICE OR OTHER LEGAL AUTHORITY
CSC Cert. dated 1-22-1942, file No. 3-935

APPROPRIATION
Regular

DATE OF BIRTH
12-12-1884

LEGAL RESIDENCE
Virginia

SEX	RACE
M	W

NATURE OF POSITION

NEW	ADDTL. IDENT.

VICE VACANCY	VICE

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

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

DATE OF OATH

DATE APPROVED BY THE SECRETARY

BUREAU OR DIVISION PERSONNEL FILES

STOCK FORM 2249
... 1-41

NAVY

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 1

TO:

Date Prepared: 1 January, 1942.

Name: Gallis, James E.

From: U. S. Coast Guard

CERTIFICATE AUTHORIZING CLASSIFICATION

Bureau No.:

File No. 3-935

January 22, 1942

Director of Personnel
Navy Department

Sir:

Classification

Classification under section 6 of Civil Service Rule II of the employment listed below is hereby approved, subject to satisfactory report on fingerprint chart, under Executive Order 8986:

Name (Miss) (Mrs.) (Mr.) Gallis has been rated eligible on Form 375.

By direction of the Commission:

Very respectfully,

L. A. Moyer
Executive Director and Chief Examiner.

	FROM (Service)	TO
Position	Quartermaster	Quartermaster
Grade	None	None
Salary	$77.50 a month, including $60 p.e. longevity pay.	$77.50 a month, including $60 p.e. longevity pay.
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters	Norfolk, Virginia	Norfolk, Virginia
Post of Duty	ORGMID	ORGMID
Appropriation	Civilian Employees, C. G.	Civilian Employees, C. G.
Allotment		

EFFECTIVE: 1 January, 1942. FIELD ☐ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks: You have been given a classified civil service status under Executive Order No. 8986 of September 3, 1941, subject to satisfactory report on fingerprint chart.

Justification:

CIVIL SERVICE OR OTHER LEGAL AUTHORITY: CSR Secs. dated 1-22-1942, file No. 3-935

APPROPRIATION: Regular

DATE OF BIRTH: 12-12-18[illegible]

LEGAL RESIDENCE: Virginia

SEX: M RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

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

SUBJECT TO RETIREMENT ACT? 6-20-18

DATE OF OATH

By direction of the Commission:

Very respectfully,

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

XXXXXXX
NAVY

BUREAU SUSPENSE AND FILE COPY

DATE APPROVED BY THE SECRETARY

FEB 1 1942

mc[illegible]

U. S. COAST GUARD (7)
REC'D JAN 24 1942

UNITED STATES CIVIL SERVICE COMMISSION
WASHINGTON, D. C.

CERTIFICATE AUTHORIZING CLASSIFICATION

SR:MP

Director Of Personnel
Navy Department
Washington, D. C.

File No. 3-935

January 22, 1942

Attention: United States Coast Guard

Sir:

In response to your request of January 3, 1942 (Date) the classification under ~~section 6 of civil service rule XII~~ of the employee named below is hereby approved, subject to satisfactory report on finger-print chart; under Executive Order 8886:

JAMES E. CALLIS (Name) — Navy Department (Department)

Quartermaster (Position, grade, and salary) — United States Coast Guard (Bureau or office)

$77.50 per month — Tender Orchid, Norfolk District (City in which employed)

Remarks: Mr. Callis has been rated eligible on Form 375.

Effective January 1, 1942.

T. O. ROBERTSON,
Chief, Civilian Personnel Section,
U. S. Coast Guard.

By direction of the Commission:

Very respectfully,

L. A. MOYER
Executive Director and Chief Examiner.

U. S. GOVERNMENT PRINTING OFFICE 16—7250

NAVY
~~TREASURY~~ DEPARTMENT
Washington, D. C.

3 January, 1942.

Civil Service Commission,
Washington, D. C.

Gentlemen:

Pursuant to Reorganization Plan No. II, the Lighthouse Service was consolidated with the Coast Guard on July 1, 1939. The following named person was employed on a vessel of the Lighthouse Service prior to the consolidation and is still employed in a civilian status on a vessel of the Coast Guard. Therefore, it is recommended, since he meets the requirements with respect to employment and continuity of service after the consolidation, that he be given a classified status pursuant to authority contained in Executive Order No. 8886 of September 3, 1941.

Name:	**Callis, James E.**
Bureau:	**U. S. Coast Guard**
Designation:	**Quartermaster**
Salary:	**$77.50 a month**
Vessel on which stationed:	**Tender ORCHID, Norfolk District**
Authority under which employed:	**Schedule A-XI-5**
Legal Residence:	**Virginia**

This employee is subject to the Lighthouse Service Retirement Law of June 20, 1918, as amended.

It is requested the certificate authorizing classification be forwarded direct to the U. S. Coast Guard.

~~Director of Personnel~~
T. O. ROBERTSON,
Chief, Civilian Personnel Section,
U. S. Coast Guard.

Inclosures:
Form 375
Form 1769
Form 2413
Form 2390
~~Form 14 (Preference)~~
~~Certificate of citizenship~~
Statement showing record of service.

ja. 1/7

Form 375
June 1941

UNITED STATES CIVIL SERVICE COMMISSION
WASHINGTON, D. C.

TEMPORARY APPOINTMENT, TRANSFER, REINSTATEMENT, OR PROMOTION, ETC.
(NONCOMPETITIVE)

(This form is used to determine, noncompetitively, the qualifications of a person when official action is proposed in his case. It should be submitted only through the appointing officer, and only when official action is proposed.)

Any false statement in an application, or alteration of a voucher or certificate, or presentation to the Commission of any such paper, is a violation of the law and punishable as such. All answers must be in ink or typewriting. If more space is required, an additional sheet securely fastened to this form may be used. Answers on such sheet should be numbered to correspond to questions.

GIVE DATES AND PERIODS OF TIME REQUIRED IN YEARS AND MONTHS AS ACCURATELY AS POSSIBLE

Print your name plainly in ink, or typewrite (one given name, initial or initials, and surname). If a woman, prefix "Miss" or "Mrs.," and if married, use *your own* given name, as "Mrs. *Mary L.* Doe."

James E. Callis
(Name)

(R. D. or street address)

Beaverlett Post Office, Mathews Cty., Virginia
(City or post office) (County) (State)

(Telephone number)

Applicant will not fill the following blanks

Rating _____ Application No. _____

Kind of examination _____

Place _____

Date _____

Application _____ approved _____, 19____

By whom _____ approved _____

1. For what position are you filing this form? Quartermaster

2. Are you a citizen of the United States? (Answer yes or no) Yes

3. Give (*a*) the date of your birth December 12, 1884 (*b*) the place of your birth Mathews County, Virginia

4. Give in the blanks below a detailed statement of your education, including dates:

(*a*) Grammar school: Attended from 1895, 1____, to 1899, 1____ Highest grade completed 4

(*b*) High school: Name and location _____

Attended from _____, 1____, to _____, 1____ Highest grade completed _____ Were you graduated? _____

(*c*) College or university (Give both graduate and undergraduate work)		Dates of attendance (Give month and year)		Semester-hours credit received	Major subject		Degree conferred	Date of degree
Name	Location	From	To		Name	Sem. hrs. in major		

(*d*) Specify here any specialized courses which you have completed in high school, college, or elsewhere, and indicate the credits received for each course.

(*e*) Have you ever been admitted to the bar? _____ Of what State? _____ When? _____

5. Furnish in the blanks below a complete, comprehensive statement, showing every employment you have had since you first began to work, including your present employment, and accounting for all periods of unemployment. List employments chronologically, beginning with the earliest. If you acquired your experience under a different name from that shown above, indicate in the spaces below the name by which you were employed.

	Place of employment	Dates of employment (Month and year)	NAME AND ADDRESS OF EMPLOYER (Give street address and city and State. If unemployed, give own address at that time)	Yearly salary or net earnings	NAME OF POSITION AND DESCRIPTION OF DUTIES
1	City State Va.	From 1900, 19____ To 1923, 19____	Self	$540.	Fishing.
2	City State	From Aug 23, 19____ To Aug 25, 19____	Old Bay Line.	$660	Sailor
3	City State	From Aug 25, 19____ To Date, 19____	United States Light-house Service and U.S. Coast Guard	$930	Quartermaster
4	City State	From _____, 19____ To _____, 19____			
5	City State	From _____, 19____ To _____, 19____			

IF MORE SPACE IS REQUIRED, CONTINUE YOUR ENTRIES ON A SEPARATE SHEET ARRANGED AS ABOVE 16—497

6. Have you ever been discharged or forced to resign from any position? . . . . . No
Yes or No

If answer is "Yes," state when and where employed and give the name and address of your employer and the reason for your discharge or forced resignation in each case.

---

7. Within the past 12 months have you used intoxicating beverages? . . . . . No
Yes or No

Habitually? . . . . .
Yes or No

To excess? . . . . .
Yes or No

READ CAREFULLY.—An answer to the following question concealing either trivial or serious offenses may cause rejection of application and debarment from examinations.

8. Have you ever been arrested, or summoned into Court as a defendant, or indicted, or convicted, or fined, or imprisoned, or placed on probation, or has any case against you been filed, or have you ever been ordered to deposit collateral for alleged breach or violation of any law or police regulation or ordinance whatsoever? . . . . . No
Yes or No

If so, list all the cases without any exception whatsoever on a sheet attached, giving in each case (1) the date, (2) your age at the time, (3) the place where the alleged offense or violation occurred, (4) the name and location of the court, (5) the nature of the offense or violation, (6) the penalty, if any, imposed, or other disposition. The above question includes arrests by military or naval authorities and disciplinary action imposed by courts martial, as well as in civil cases. If appointed, your fingerprints will be taken.

9. If you have any practical knowledge of a mechanical trade, name the trade or trades, and state the time you have worked at each, and when, where, and under whom, giving places and dates. (If you have served an apprenticeship, so state.)

---

10. If not now employed, state how long you have been unemployed Employed

11. Have you ever been in the United States military or naval service? No (Yes or no) If so, give name of organization and dates of enlistment and discharge.

---

12. (*a*) Have you ever filed an application with this Commission or its representative for any branch of the United States Government service? Yes

	Name each position for which examined, or for which application was filed	In what city were you, or are you to be, examined?	Give the date of each examination (Month and year)	Did you pass? (Answer "Yes" or "No")
(*b*) If so, give information indicated regarding each examination.	Quartermaster	Norfolk		No

13. In what State or Territory have you legal or voting residence?	Length of such residence therein? (Residence must be shown up to date of jurat)	In what county have you legal or voting residence?	Length of such residence in county? (Residence must be shown up to date of jurat)
Virginia	From 1884 (Month) 1 (Year), to Date (Month), 19 (Year)	Mathews County	From 1884 (Month) 1 (Year), to Date (Month), 19 (Year)

14. If during the past year you have *not* resided continuously in the State or Territory in which you claim legal or voting residence, or are not now actually living in such State or Territory, answer the following questions fully:

(*a*) For what periods since such residence was first established have you been absent therefrom? (Give dates) ---

(*b*) What is the name, address, and relationship of the person, if any, living at the place in the State or Territory in which you claim legal or voting residence?

(*c*) Are you now a voter in such State or Territory? (Answer "Yes" or "No") Yes

15. Are you a member of any Communist or German Bund organization or any political party or organization which advocates the overthrow of our constitutional form of government in the United States, or do you have membership in or any affiliation with any group, association, or organization which advocates, or lends support to any organization or movement advocating, the overthrow of our constitutional form of government in the United States? No. (Yes or No) If so, name the organization and give complete details on sheet to be attached hereto.

JURAT (OR OATH).—This jurat (or oath) must be executed.

The following oath must be taken before a notary public, the secretary of a United States civil service board of examiners or other officer authorized to administer oaths, before whom the applicant must appear in person. The following are among those not authorized to administer this oath: Postmasters, Army officers, post-office inspectors, and chief clerks and assistant chief clerks in the Railway Mail Service.

The composition and work in connection with any material required to be submitted for this examination are entirely my own, except where I have given full credit for quoted matter or the collaboration of others by quotation marks and references, and in the composition of the same I have received no assistance except as indicated fully in my explanatory statement.

I, the undersigned, DO SOLEMNLY SWEAR (OR AFFIRM) that the statements made by me in answer to the foregoing questions are full and true to the best of my knowledge and belief. SO HELP ME GOD.

If female, prefix "Miss" or "Mrs.," and if married, use *your own* given name, as "Mrs. *Mary L.* Doe."

(*Signature of applicant*) James E. Galle
(SIGN WITH PEN AND INK your name—one given name, initial or initials, and surname)

Subscribed and duly sworn to before me according to law by the above-named applicant, this 18th day of DECEMBER, 19 41, at city [or town] of Norfolk county of Norfolk, and State [or Territory or District] of Virginia

(*Signature of officer*) J. D. Nichols (*Official title*) Member of Board, U.S. Civil Service.

U. S. GOVERNMENT PRINTING OFFICE 16—497

Form 1769
November 1940

UNITED STATES CIVIL SERVICE COMMISSION

WASHINGTON, D. C.

Affidavit as to Number of Members of Family in the Government Service

NOTE.—Any false statement in this affidavit, which is under oath, alteration of a certificate, or the presentation to the Commission of a paper containing any false statement or alteration of a certificate, is a violation of the law and punishable as such. Answer all questions fully and with the utmost care. The jurat (or oath) on the back of this form must be executed.

1. (*a*) Are you an applicant for, or have you taken, an examination? Yes (Answer "yes" or "no") (*b*) If so, give name of examination, Quartermaster date, 9/29/41 place, Norfolk, Va.

(*c*) If an applicant for reinstatement, state in what department and office

2. (*a*) Are you now married? (Answer "yes" or "no") Yes (*b*) Were you ever married? (Answer "yes" or "no")

3. (*a*) Are any members of your family, including husband or wife, or other relatives (either blood or by marriage) in any part of the U. S. Government service whatsoever? (Answer "yes" or "no") No. If so, furnish the information required below in regard to all such relatives:

Name (Give full name)	Address (Give complete address, including street and number)	(1) Position and (2) department or office in which employed	Relationship (blood or marriage)	Married or single
		(1)		
		(2)		
		(1)		
		(2)		
		(1)		
		(2)		

(*b*) Does your answer above include all your relatives in the U. S. Government service? (*c*) Which of the persons named above are temporarily employed? (*d*) Which live in the same house with you? (*e*) Which are less than 21 years of age?

(*f*) Which are related to you by marriage?

If your answer to question 3 shows that two or more members of your family and relatives are employed in the U. S. Government service, the questions below must be answered. In any case, the jurat (or oath) on the back of this sheet must be executed.

4. At what address are you now living? No. street, apartment No. , city or town Beaverlett P. O., Mathews County, State or Territory Virginia

5. Are you (*a*) a roomer? (*b*) a boarder? (*c*) a member of a household? Yes

6. How long have you resided at your present address? Since Birth. (Month) (Day) (Year)

7. If you have moved during the last 6 months, state definitely your reason for doing so

8. (*a*) Have you ever lived with any of the relatives mentioned in your answer to question 3 above? (*b*) If so, give names and exact dates between which you lived with them

9. Since residing at the above address, have you received any pecuniary contributions, support, or assistance, from any member or members of your family (*a*) *not* living in the same household with you? No (Answer "yes" or "no") (*b*) living in the same household with you? No (Answer "yes" or "no") If so, state particulars

(Additional space, on the reverse, may be used to complete answers, if needed. Number answers to correspond with questions.)

JURAT (OR OATH) ON BACK MUST BE EXECUTED

16—644 (OVER)

Form 1769
November 1940

AFFIDAVIT

AS TO

NUMBER OF MEMBERS OF FAMILY IN THE GOVERNMENT SERVICE

Fill ALL blanks below

Name of position Quartermaster
(Give exact title of position or examination)

Branch of service Coast Guard

Place of examination Norfolk, Virginia
(City) (State)

Date of examination 29 Sept., 1941.

NOTE.—Write plainly one given name, initial or initials, and surname, and post-office address in the blanks below.

Name of affiant James E. Callis

Number and street Beaverlett P. O.

City, town, post office } Mathews County

State or Territory Va.

Date of birth Dec. 12, 1884

Age on last birthday 56 years

Legal or voting residence: State of Virginia

County of Mathews

U. S. GOVERNMENT PRINTING OFFICE 16—044

10. Do you intend in future to make your home with any of the members of your family who are in the service? If so, state particulars

11. Do you contribute to the support of any of the other members of your family? If so, state particulars Wife and daughter dependent upon me for support.

12. Will you promptly inform the Commission of any change affecting members of your family in the service occurring after this affidavit is submitted? Yes
(Answer "yes" or "no")

THE JURAT (OR OATH) BELOW MUST BE EXECUTED

JURAT (OR OATH)—THIS APPLICATION WILL NOT BE ACCEPTED IF THE JURAT (OR OATH) IS OMITTED

The following oath must be taken before a notary public, the secretary of a United States civil service board of examiners, or other officer authorized to administer oaths, before whom the affiant must appear in person.

I, the undersigned, do solemnly swear (or affirm) that the statements made by me in answer to each and all of the foregoing questions are full and true to the best of my knowledge and belief, So HELP ME GOD.

If female, prefix "Miss" or "Mrs."

(*Signature of affiant*) James E. Callis
(Sign your full name—one given name, initial or initials, and surname)

Subscribed and duly sworn to before me according to law by the above-named affiant, this 18th day of December, 1941, at city [or town] of Norfolk, county of Norfolk, and State [or Territory or District] of Virginia

(*Signature of officer*) J. D. Nichols,

(*Official title*) Member of Board, U.S.Civil Service.

Form 1769
November 1940

AFFIDAVIT

AS TO

NUMBER OF MEMBERS OF FAMILY IN THE GOVERNMENT SERVICE

Fill ALL blanks below

Name of position Quartermaster
(Give exact title of position or examination)

Branch of service Coast Guard

Place of examination Norfolk, Virginia
(City) (State)

Date of examination 29 Sept., 1941.

Note.—Write plainly one given name, initial or initials, and surname, and post-office address in the blanks below.

Name of affiant James E. Collis

Number and street Beaverlett P. O.

City, town, post office } Mathews County

State or Territory Va.

Date of birth Dec. 12, 1884

Age on last birthday 56 years

Legal or voting residence: State of Virginia

County of Mathews

U. S. GOVERNMENT PRINTING OFFICE 16—944

10. Do you intend in future to make your home with any of the members of your family who are in the service? If so, state particulars

11. Do you contribute to the support of any of the other members of your family? If so, state particulars
Wife and daughter dependent upon me for support.

12. Will you promptly inform the Commission of any change affecting members of your family in the service occurring after this affidavit is submitted? Yes
(Answer "yes" or "no")

THE JURAT (OR OATH) BELOW MUST BE EXECUTED

JURAT (OR OATH)—THIS APPLICATION WILL NOT BE ACCEPTED IF THE JURAT (OR OATH) IS OMITTED

The following oath must be taken before a notary public, the secretary of a United States civil service board of examiners, or other officer authorized to administer oaths, *before whom the affiant must appear in person.*

I, the undersigned, do solemnly swear (or affirm) that the statements made by me in answer to each and all of the foregoing questions are full and true to the best of my knowledge and belief, So HELP ME GOD.

If female, prefix "Miss" or "Mrs."

(*Signature of affiant*) James E. Collis
(Sign your full name—one given name, initial or initials, and surname)

Subscribed and duly sworn to before me according to law by the above-named affiant, this 18th day of December, 1941, at city [or town] of Norfolk, county of Norfolk, and State [or Territory or District] of Virginia

(*Signature of officer*) J. D. Nichols,

(*Official title*) Member of Board, U.S.Civil Service.

Form No. Ex. O-2.

NAVY
~~TREASURY~~ DEPARTMENT
United States Coast Guard

Service Record of Employee who was transferred to the Coast Guard from the Lighthouse Service pursuant to Reorganization Plan II of May 9, 1939, who is Recommended for Classification Under the Executive Order (No. 8886) of September 3, 1941.

NOTE: This form should contain a complete record of all the service which the employee has rendered in the Department of Commerce and the Treasury & Navy ~~Department~~ Departments. It is not necessary to include any service in Government agencies other than the two herein mentioned.

Name James E. Callis Date of Birth 12-12-1884

District Norfolk

Nature of Action	Position	Monthly Salary	Effective Date	Vessel
A. Exc.	Seaman	$62.50 pm	8-18-25	Tender ORCHID, Commerce, LHS
Pro.	Quartermaster	70.00	9-14-25	do
Pro.	Quartermaster	75.00	3-01-26	do
Pro.	Quartermaster	77.50	7-01-26	do
A. Trans. (Reorg. Plan II)			7- 1-39	Treas., Coast Guard
A. Trans. (Ex. Order 8929)			11- 1-41	Navy, Coast Guard

Certified correct:

C. J. SULLIVAN,
Lt. Commander, U. S. Coast Guard.

Personnel Officer. (of District).

Present Station: ORCHID.
Present Position: Quartermaster.
Present Pay: $77.50 per month.
Creditable service for retirement: 15 years.

U. COAST GUARD
REC'D NOV 14 1940

Form No. 2525 B
TREASURY DEPARTMENT
U.S. COAST GUARD

PHYSICAL EXAMINATION RECORD

(To be completely made up by medical officer, in duplicate)

Name CALLIS, James Edward Service Number _____
(Surname first)

Age: Years 55 Months 10 Color White

For: induction in the regular establishment
(Special temporary or regular enlistment, appointment or promotion)

Rank or Rating _____

Place Norfolk, Va. Date 5 November, 1940

Personal Medical History Denies illness or accident.

Vision: R.E. 20/ 20 L.E. 20/ No Corrected: R.E. 20/ - - L.E. 20/ - -

Color blind? No Test used Ishihara plates

Hearing: Conversational speech R.E. 30/ 30 L.E. 30/ 30

Eyes, eyelids, and reflexes Blind left eye, old injury.

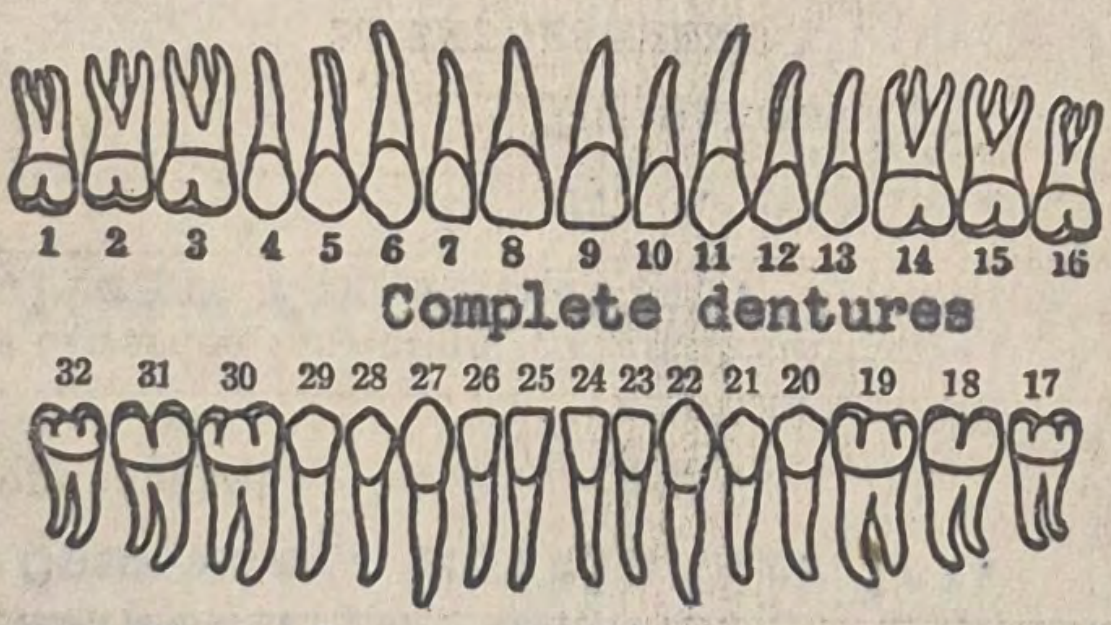
Ears: Right Normal Left Normal
(Condition of drum, discharge, etc.)

Head, face, and neck Normal

Mouth, nose, and throat Complete denture

Teeth (indicate on diagram: Missing, "z"; replaced, "x"; carious, "I".)

(Right Side)



Complete dentures

Gums Normal Temperature 36.9° c

Height 70 inches. Weight (stripped) 201 Lbs. Obesity Yes

Skin Normal

Lymph. glands Normal

Chest: Inspiration 44" Expiration 40½"

Heart and blood vessels Normal

Blood pressure: Systolic 130 Diastolic 92

Pulse before exercise 72, after exercise 120, after 2 min. 72

Lungs Normal

Abdomen and pelvis Normal

Genito-urinary organs Elongated prepuce

Spine and extremities Normal

Nervous and mental conditions Normal

Urine: Albumin Neg. Sugar Neg. Shreds No

Microscopical exam. (if indicated) epithelia - - - Sp. Gr. 1.014

Blood cells - - - - - Pus cells - - Casts - - - -

Blood (if indicated) Hb - -%. Reds - - Whites - - - -

Wassermann or Kahn test: Date 11/5/40 Result Negative

2—16141

REMARKS: Waist at umbilicus 43"

CERTIFICATE

I certify that I have personally made this physical examination and find that CALLIS, James Edward

He is physically qualified for _____
(Enlistment, appointment, promotion)

He is physically qualified to perform the duties of _____
(Use in case of promotion of commissioned officer or annual examination) (Rank)

He is not physically qualified for induction

on account of overweight, defective vision, insufficient teeth.

R.S.HANNA, A.A.
Surgeon, U.S. Public Health Service.

1st INDORSEMENT

13 November, 1940.
(Date)

Place Norfolk, Virginia.

From: Commander, Norfolk District.

To: Commandant.

1. Forwarded for action. Present status: Applicant for induction.

B. H. BRALLIER,
~~Commanding~~ Dist. Comdr. ~~Off. in Chg.~~
By direction.

2d INDORSEMENT

HEADQUARTERS MEDICAL OFFICE.
U.S. COAST GUARD, Washington.

NOV 14 1940
(Date)

The findings of the certificate are not approved

By direction of the Medical Director:

By direction of the Surgeon General:

T. [illegible]
Medical Director, U.S Public Health Service.
~~CHIEF~~ PHARMACIST.

3d INDORSEMENT

HEADQUARTERS, WASHINGTON.

15 November 1940
(Date)

From: Commandant.
To: Commander, Norfolk District
1.

Insert this copy in health record.
By direction,

Chief, Personnel Section.

U.S. GOVERNMENT PRINTING OFFICE 2—16141

Present Station: ORCHID.
Present Position: Quartermaster.
Present Pay: $77.50 per month.
Creditable service for retirement: 15 years.

Form No. 2525 B
TREASURY DEPARTMENT
U.S. Coast Guard

PHYSICAL EXAMINATION RECORD

(To be completely made up by medical officer, in duplicate)

Name CALLIS, James Edward Service Number
(Surname first)

Age: Years 55 Months 10 Color White

For: induction in the regular establishment
(Special temporary or regular enlistment, appointment or promotion)

Rank or Rating

Place Norfolk, Va. Date 5 November, 1940

Personal Medical History Denies illness or accident.

Vision: R.E. 20/ 20 L.E. 20/ No Corrected: R.E. 20/ L.E. 20/

Color blind? No Test used Ishihara plates

Hearing: Conversational speech R.E. 30/ 30 L.E. 30/ 30

Eyes, eyelids, and reflexes Blind left eye, old injury.

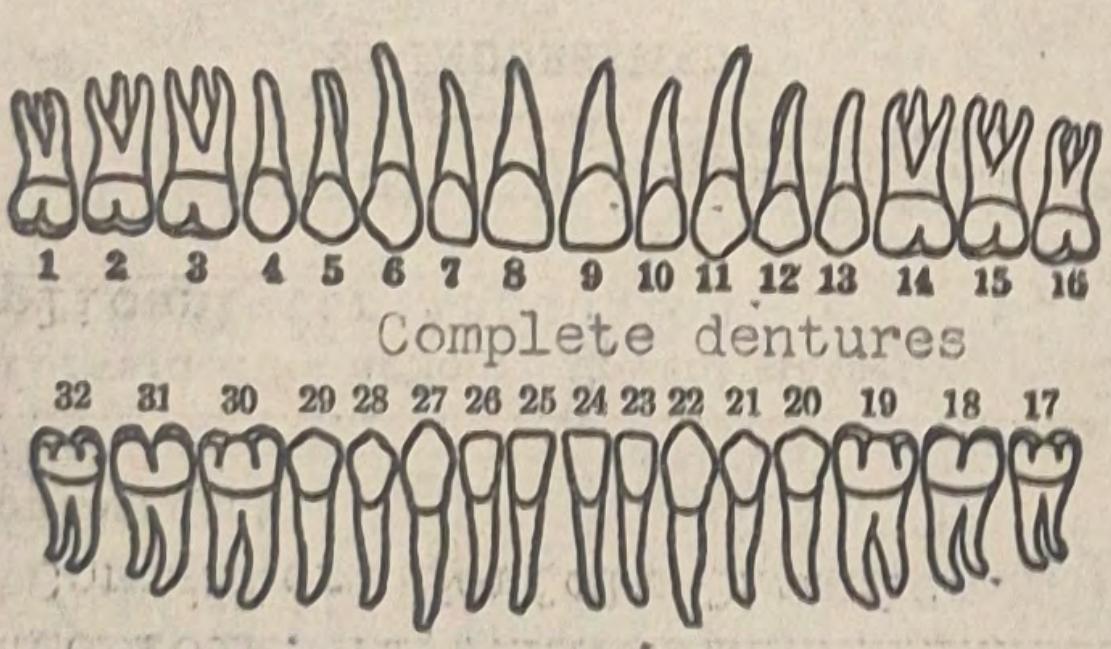
Ears: Right Normal Left Normal
(Condition of drum, discharge, etc.)

Head, face, and neck Normal

Mouth, nose, and throat Complete denture

Teeth (indicate on diagram: Missing, "z"; replaced, "x"; carious, "I".)

(Right Side)



Gums Normal Temperature 36.9° C

Height 70 inches. Weight (stripped) 201 Lbs. Obesity Yes

Skin Normal

Lymph. glands Normal

Chest: Inspiration 44" Expiration 40½"

Heart and blood vessels Normal

Blood pressure: Systolic 130 Diastolic 92

Pulse before exercise 72, after exercise 120, after 2 min. 72

Lungs Normal

Abdomen and pelvis Normal

Genito-urinary organs Elongated prepuce

Spine and extremities Normal

Nervous and mental conditions Normal

Urine: Albumin Neg. Sugar Neg. Shreds No

Microscopical exam. (if indicated) epithelia Sp. Gr. 1.014

Blood cells Pus cells Casts

Blood (if indicated) Hb %. Reds Whites

Wassermann or Kahn test: Date 11/5/40 Result Negative

2—16141

REMARKS: Waist at umbilicus 43"

CERTIFICATE

~~We~~ / I } certify that { ~~we~~ / I } have personally made this physical examination and find that CALLIS, James Edward

He is physically qualified for _____
(Enlistment, appointment, promotion)

He is physically qualified to perform the duties of _____
(Use in case of promotion of commissioned officer or annual examination) (Rank)

He is not physically qualified for induction

on account of overweight, defective vision, insufficient teeth.

B.S.HANNA,
A.A. *Surgeon, U.S. Public Health Service.*

1st INDORSEMENT

13 November, 1940.
(Date)

Place Norfolk, Virginia.

From: Commander, Norfolk District.

To: Commandant.

1. Forwarded for action. Present status:
Applicant for induction.

B. H. BRALLIER,
Commander—Dist. Comdr.-Off. in Chg.
By direction.

2d INDORSEMENT

HEADQUARTERS MEDICAL OFFICE.
U.S. COAST GUARD, Washington.

NOV 14 1940
(Date)

The findings of the certificate are ~~not~~ approved

not recommended

By direction of the Medical Director:

By direction of the Surgeon General:

[illegible]
Medical Director, U.S Public Health Service.

~~CHIEF PHARMACIST.~~

3d INDORSEMENT

HEADQUARTERS, WASHINGTON.

15 November 1940
(Date)

From: Commandant. not eligible.

To: Commander, Norfolk District

1.

Insert this copy in health record.

By direction,

Chief, Personnel Section.

U.S. GOVERNMENT PRINTING OFFICE 2—16141

May 19, 1939

Superintendent of Lighthouses
Norfolk, Virginia

With reference to your letter of May 13 regarding the Commission's Departmental Circular No. 187 and bringing up the question as to whether or not certain petty officers who were not given a classified civil service status should be separated from the Service on account of failure to acquire a status or should be recommended for continuance:

The Departmental Circular No.187 of April 11, 1939, referred to is understood to have reference to incumbents of positions affected by Executive Order No. 7916 of June 24, 1938, but not to those affected by Executive Order No. 7852 of March 29, 1938. Therefore, no action should be taken to separate incumbents of positions affected by Executive Order No. 7852 for failure to acquire a civil service status. Your attention in this connection is invited to the last paragraph of the Bureau's unnumbered circular letter dated May 3, 1938, under the heading, "Boatswains, quartermasters, oilers, and winchmen". This appears to answer your letter with reference to James E. Callis, Spencer E. Sawyer, and William H. Sterling.

With particular reference to your letter of December 21, 1938, regarding George H. Leikam, Paul Oden, and Oscar D. Quidley, since the reexamination of these men did not show any better results, they were not recommended by the Bureau to be given a classified status. As to whether or not Oden and Quidley should be continued in the Service, attention is invited to the Bureau's letter of November 9, 1938, in which it was stated that, "In the case of those persons having communicable disease, it does not appear that they should be retained in the Service unless they take steps immediately to get proper hospital treatment with a view to eliminating the trouble". It is assumed that these employees were instructed to avail themselves of the opportunity to take proper hospital treatment. However, it does not appear that any report in this connection was made to the Bureau.

George J. Gatton has been given a classified status by the Commission, and notice of this was forwarded to your office on May 17. William R. Werner was recommended by the Bureau for a classified status, but action in his case has not yet been completed.

For the Commissioner:

W. P. Harman,
Administrative Assistant

hlm/sec

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NORFOLK, VA.

WIR:LMF

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
MAY 15 8 52 AM '39

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
NORFOLK, VA.

May 13, 1939

Commissioner of Lighthouses,
Washington, D. C.

5-19 wrote 5th

In connection with Civil Service Circular letter dated April 11, No. 187 received in this Office today on the subject of retention of employees who failed classification under section 6 of Civil Service Rule II, I desire to report that three men recommended by this Office; namely, James E. Callis, Spence E. Sawyer, and William H. Sterling, have been unable to pass the medical test, and it is presumed the Bureau will make the necessary recommendation to the Civil Service Commission for their retention, as they can fulfill the duties required of them in this Service.

Leikam, Oden, and Quidley were not rec. by Bu

Concerning the case of George H. Leikam, Paul Oden, and Oscar D. Quidley, mentioned in letter from this Office to the Bureau under date of December 21, 1938, we have received no information as to whether or not they have been rejected due to medical certificate submitted. Bureau advises in the case of these three men will be appreciated.

We are also awaiting decision in the case of George J. Gatton and William R. Werner. See in this connection our letter of December 21.

approved

not yet

N. C. Manyon,
Superintendent of Lighthouses.

COMMISSIONERS
HARRY B. MITCHELL, PRESIDENT
LUCILLE FOSTER MCMILLIN
SAMUEL H. ORDWAY, JR.
LAWSON A. MOYER, CHIEF EXAMINER

UNITED STATES CIVIL SERVICE COMMISSION
WASHINGTON, D. C.

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

August 25, 1938

10-256

The Honorable
The Secretary of Commerce
Washington, D. C.

Sir:

9/15 Inst to Sec

Reference is made to the Department's letter of July 30, 1938, recommending for classification under Section 6 of Civil Service Rule II as quartermaster in the Lighthouse Service, James E. Callis.

Inspection of the Certificate of Medical Examination submitted with this request indicates that Mr. Callis is blind in one eye. Because of this condition, the Commission cannot authorize his classification as proposed. Any additional facts which the Department may wish to present will be given consideration if forwarded promptly.

By direction of the Commission:

Very respectfully,

L. A. Moyer
Executive Director
and Chief Examiner.

August 31, 1938.
Copy transmitted to the Bureau of Lighthouses for its information and report to the Department.
By direction of the Secretary:
Edw. Gardner
Chief, Division of Personnel.

BUREAU OF LIGHTHOUSES - WASHINGTON

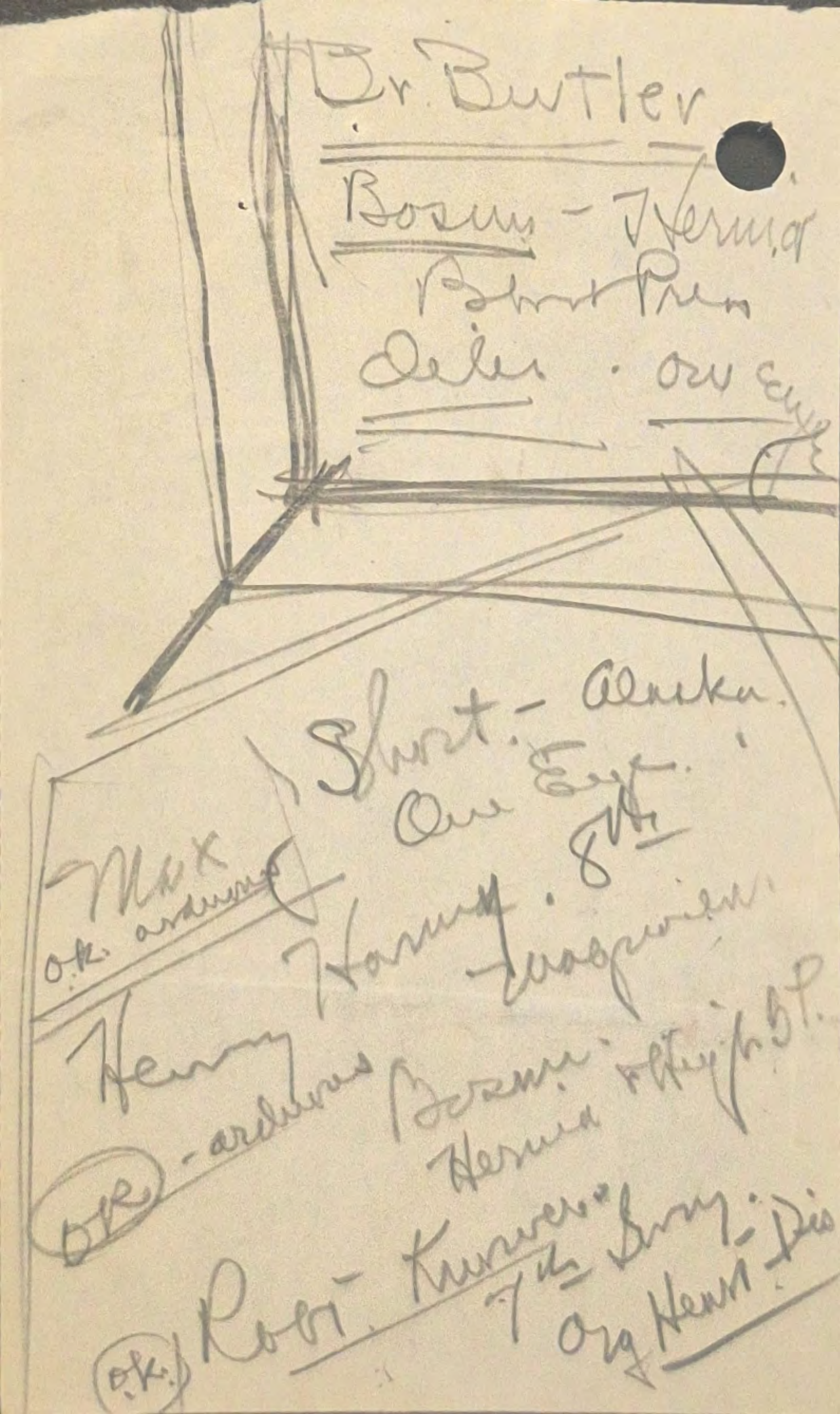
September 13, 1938

Referred to Superintendent of Lighthouses, Norfolk, Virginia, for information. The Bureau concurs with the Civil Service Commission in the action taken in this case.

For the Commissioner:

W. P. Harman,
Administrative Assistant

hlm/see


Dr. Butler

August 31, 1938

Memorandum.

Dr. Butler telephoned about ten days ago regarding three employees included in the quartermaster and oiler list:

Max J. Short - Alaska
Henry Harmy - 8th District
Robert Knowes - 7th District

stating that the report of physical examination in these cases showed the first to have one eye, the second to have hernia and high blood pressure, the third organic heart disease. He seemed to feel that they should be rejected, but wanted to have the Bureau's views. After looking up the cases he was advised that the Bureau would not wish to adhere to its recommendation for a Civil Service status, which was based solely on the statement to the effect that they were able to perform arduous duty, but did not take into account the actual physical defects noted, which are evidently sufficient to warrant their rejection, particularly in view of the desire of this Service to raise the standard of physical requirements.

C. A. PARK,
Deputy Commissioner.

CAP:HS

HH

Dr Butler mentioned these cases to me at the time, & I look up the list, which indicated these men OK. It then seemed that perhaps the medical certificate was inconsistent, & as the evidence of unfitness was apparently clear to Dr Butler, Mr Park decided registration was OK

HH

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NORFOLK, VA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

August 31, 1938

L.L.P.L.

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
NORFOLK, VA.

Memorandum.

Dr. Butler telephoned about ten days ago regarding three employees included in the quartermaster and oiler list:

Max J. Short - Alaska
Henry Harmy - 8th District
Robert Knowes - 7th District

stating that the report of physical examination in these cases showed the first to have one eye, the second to have hernia and high blood pressure, the third organic heart disease. He seemed to feel that they should be rejected, but wanted to have the Bureau's views. After looking up the cases he was advised that the Bureau would not wish to adhere to its recommendation for a Civil Service status, which was based solely on the statement to the effect that they were able to perform arduous duty, but did not take into account the actual physical defects noted, which are evidently sufficient to warrant their rejection, particularly in view of the desire of this Service to raise the standard of physical requirements.

Certified Correct:

C. A. PARK,
Deputy Commissioner.

W. A. Rebuck,
Chief Clerk, 5th Lighthouse District.

CAP:HS

UNITED STATES CIVIL SERVICE COMMISSION

WASHINGTON, D. C.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NORFOLK, VA.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

TEMPORARY APPOINTMENT, TRANSFER, REINSTATEMENT, OR PROMOTION, ETC.
(NONCOMPETITIVE)

LL:PL

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
NORFOLK, VA.

Any false statement in an application, or alteration of a voucher or certificate, or presentation to the Commission of any such paper, is a violation of the law and punishable as such. All answers must be in ink or typewriting. If more space is required, an additional sheet securely fastened to this form may be used. Answers on such sheet should be numbered to correspond to questions.

GIVE DATES AND PERIODS OF TIME REQUIRED IN YEARS AND MONTHS AS ACCURATELY AS POSSIBLE

1. (a) Give your name James E. Callis (b) Are you a citizen of the United States? Yes
2. Give (a) the date of your birth Dec 12 1884 (b) the place of your birth Matthews Co. Va.
3. Give in the blanks below a detailed statement of your education, including dates:
   (a) Grammar school: Attended from Sept 1897 to April 9 1899 Highest grade completed 4th
   (b) High school: Name and location Mathews High School
   Attended from ____ to ____ Highest grade completed ____ Were you graduated? No
   (c) College or university (Give full name and location of each institution attended, and whether undergraduate or graduate work)

Name	Location	From	To	Semester hours credit received	Major subject: Name	Major subject: Sem. hrs. in major	Degree conferred	Date of degree
No College								

   (d) Specialized training: (Indicate any special courses which you have completed in a business college, technical school, or elsewhere, and indicate the credits received for each course.)
   None
   (e) Have you ever been admitted to the bar? No Of what State? ____ When? ____
4. Furnish below a complete statement of your employment, beginning with your present employment, and accounting for all periods of unemployment.

Place of employment	Dates of employment (Month and year)	NAME AND ADDRESS OF EMPLOYER (Give street address and city and State. If unemployed, give own address at that time)	Yearly salary or net earnings	NAME OF POSITION AND DESCRIPTION OF DUTIES
1 Baltimore, Md.	From August 15th 1923 To August 18 1925	Old Bay Line Steam Packet Co.	$660	Seaman, Keeping of Vessel and general duties
2 Portsmouth, Va.	From August 18 1925 To Oct 14 1925	U. S. Lighthouse Service	$750	Seaman, Keeping of Lighthouse and Grounds
3 Portsmouth, Va.	From Oct 14 1925 To April 27 1926	U. S. Lighthouse Service	$930	Quartermaster, Standing wheel watch about ship
4	From To			
5	From To			
6	From To			
7	From To			
8	From To			
9	From To			

Certified Correct:

W. L. Rebbel

W. L. Rebbel,
Chief Clerk, 5th Lighthouse District.

IF MORE SPACE IS REQUIRED, CONTINUE YOUR ENTRIES ON A SEPARATE SHEET ARRANGED AS ABOVE

Form 375
Feb. 1936

UNITED STATES CIVIL SERVICE COMMISSION

WASHINGTON, D. C.

TEMPORARY APPOINTMENT, TRANSFER, REINSTATEMENT, OR PROMOTION, ETC.

(NONCOMPETITIVE)

Any false statement in an application, or alteration of a voucher or certificate, or presentation to the Commission of any such paper, is a violation of the law and punishable as such. All answers must be in ink or typewriting. If more space is required, an additional sheet securely fastened to this form may be used. Answers on such sheet should be numbered to correspond to questions.

GIVE DATES AND PERIODS OF TIME REQUIRED IN YEARS AND MONTHS AS ACCURATELY AS POSSIBLE

1. (a) Give your name James E Callis (b) Are you a citizen of the United States? Yes (Yes or No)

2. Give (a) the date of your birth Dec 12 1884 (b) the place of your birth Mathews Co. Va.

3. Give in the blanks below a detailed statement of your education, including dates:

(a) Grammar school: Attended from Sept. 1893 to April, 1897 Highest grade completed 4th

(b) High school: Name and location No High School

Attended from —, 1——, to —, 1—— Highest grade completed — Were you graduated? No

(c) College or university (Give both graduate and undergraduate work) No College		Dates of attendance (Give month and year)		Semester-hours credit received	Major subject		Degree conferred	Date of degree
Name	Location	From	To		Name	Sem. hrs. in major		

(d) Specify here any specialized courses which you have completed in high school, college, or elsewhere, and indicate the credits received for each course None

(e) Have you ever been admitted to the bar? No Of what State? — When? —

4. Furnish in the blanks below a complete, comprehensive statement, showing every employment you have had since you first began to work, including your present employment, and accounting for all periods of unemployment.

	Place of employment	Dates of employment (Month and year)	NAME AND ADDRESS OF EMPLOYER (Give street address and city and State. If unemployed, give own address at that time)	Yearly salary or net earnings	NAME OF POSITION AND DESCRIPTION OF DUTIES
1	City Baltimore State Md	From August 5th 1923 To August 18. 1925	Old Bay Line Steam Packet Co.	$660.	Seamen. Upkeep of Vessel and general Seamen duties
2	City Portsmouth State Va.	From August 18. 1925 To Sept 12 1925	U. S. Lighthouse Service	$750.	Seamen, Servicing Lighthouses, Lightships and Buoys
3	City Portsmouth State Va.	From Sept 12. 1925 To April 27. 1938	U. S. Lighthouse Service	$930.	Quartermaster, Standing Wheel watch aboard Ship
4	City State	From ——, 19—— To ——, 19——			
5	City State	From ——, 19—— To ——, 19——			
6	City State	From ——, 19—— To ——, 19——			
7	City State	From ——, 19—— To ——, 19——			
8	City State	From ——, 19—— To ——, 19——			
9	City State	From ——, 19—— To ——, 19——			

IF MORE SPACE IS REQUIRED, CONTINUE YOUR ENTRIES ON A SEPARATE SHEET ARRANGED AS ABOVE 16—197

Form 375
Feb. 1938

UNITED STATES CIVIL SERVICE COMMISSION
WASHINGTON, D. C.

TEMPORARY APPOINTMENT, TRANSFER, REINSTATEMENT, OR PROMOTION, ETC.

(NONCOMPETITIVE)

Rating _____

Application No. _____

The applicant will carefully fill ALL blank spaces

Position sought Trustee-master
(Give exact title of position or examination)

in the Lighthouse Service Norfolk Va.
(Office in which the position exists)

Present position (if now employed) { Trustee-master (Title) Lighthouse Service
(Department and bureau or office)

N. B.—Applicant will write plainly full name (if a woman, stating whether Miss or Mrs.) and post-office address in the blanks below. The address here given will be treated as the applicant's post-office address until notification of change is made to the Commission in writing.

Name of Applicant { James Edward Callis

Number and Street _____

Post Office Deaverlett

County Mathews

State or Territory Virginia

Applicant will not fill the following blanks

Kind of examination _____

Place _____

Date _____

Application _____ approved _____, 19____

By whom _____ approved _____

U. S. GOVERNMENT PRINTING OFFICE 16—497

5. If you have any practical knowledge of a mechanical trade, name the trade or trades, and state the time you have worked at each, and when, where, and under whom, giving places and dates. (If you have served an apprenticeship, so state.)

No trade

6. If not now employed, state how long you have been unemployed Now Employed

7. If ever in the United States military or naval service, give dates of enlistment and discharge Never in Military or Naval service

8. (a) Have you ever filed an application with this Commission or its representative for any branch of the United States Government service? No

	Name each position for which examined, or for which application was filed	In what city were you, or are you to be, examined?	Give the date of each examination (Month and year)	Did you pass? (Answer "Yes" or "No")
(b) If so, give information indicated regarding each examination.				

I, the undersigned, do solemnly swear (or affirm) that the statements made by me in answer to each and all of the foregoing questions are full and true to the best of my knowledge and belief. SO HELP ME GOD.

If female, prefix "Miss" or "Mrs."

(*Signature of Applicant*) James E Callis
(Sign your first name in full, your middle initial or initials, if you have any, and your surname in full)

THIS APPLICATION WILL NOT BE ACCEPTED IF THE JURAT OR OATH IS OMITTED

JURAT OR OATH

[The following oath must be taken before a NOTARY PUBLIC, or other officer authorized to administer oaths for general purposes, *before whom the applicant must appear in person.*]

Subscribed and duly sworn to before me according to law by the above-named applicant, this 27th day of April, 1938, at city [or town] of Portsmouth county of Norfolk, and State [or Territory or District] of Virginia

(*Signature of officer*) Paul Brodey

My commission expires 11-6-39 (*Official title*) Notary Public

5. If you have any practical knowledge of a mechanical trade, name the trade or trades, and state the time you have worked at each, and when, where, and under whom, giving places and dates. (If you have served an apprenticeship, so state.)

No trade

6. If not now employed, state how long you have been unemployed. Now Employed

7. If ever in the United States military or naval service, give dates of enlistment and discharge. Never in Military or naval service

8. (a) Have you ever filed an application with this Commission or its representative for any branch of the United States Government service? No

	Name each position for which examined, or for which application was filed	In what city were you, or are you to be, examined?	Give the date of each examination (Month and year)	Did you pass? (Answer "Yes" or "No")
(b) If so, give information indicated regarding each examination.				

I, the undersigned, do solemnly swear (or affirm) that the statements made by me in answer to each and all of the foregoing questions are full and true to the best of my knowledge and belief. SO HELP ME GOD.

If female, prefix "Miss" or "Mrs."

(*Signature of Applicant*) James E Callis

(Sign your first name in full, your middle initial or initials, if you have any, and your surname in full)

THIS APPLICATION WILL NOT BE ACCEPTED IF THE JURAT OR OATH IS OMITTED

JURAT OR OATH

[The following oath must be taken before a NOTARY PUBLIC, or other officer authorized to administer oaths for general purposes, *before whom the applicant must appear in person.*]

Subscribed and duly sworn to before me according to law by the above-named applicant, this 27th day of April, 1938, at city [or town] of Portsmouth county of Norfolk, and State [or Territory or District] of Virginia.

(*Signature of officer*) Paul B Snyder

(*Official title*) Notary Public

My commission expires 11-6-39

Form 375
Feb. 1936

UNITED STATES CIVIL SERVICE COMMISSION

WASHINGTON, D. C.

TEMPORARY APPOINTMENT, TRANSFER, REINSTATEMENT, OR PROMOTION, ETC.

(NONCOMPETITIVE)

Rating _____

Application No. _____

The applicant will carefully fill ALL blank spaces

Position sought Trustee master
(Give exact title of position or examination)

Non Competitive

in the Lighthouse service Norfolk Va.
(Office in which the position exists)

Present position (if now employed) Trustee master (Title) Lighthouse
Commerce Service
(Department and bureau or office)

N. B.—Applicant will write plainly full name (if a woman, stating whether Miss or Mrs.) and post-office address in the blanks below. The address here given will be treated as the applicant's post-office address until notification of change is made to the Commission in writing.

Name of Applicant James Edward Callis

Number and Street _____

Post Office Beaulett

County Mathews

State or Territory Virginia

Applicant will not fill the following blanks

Kind of examination _____

Place _____

Date _____

Application _____ approved _____, 19____

By whom _____ approved _____

U.S. GOVERNMENT PRINTING OFFICE 16—497

5. If you have any practical knowledge of a mechanical trade, name the trade or trades, and state the time you have worked at each, and when, where, and under whom, giving places and dates. (If you have served an apprenticeship, so state.) No trade

6. If not now employed, state how long you have been unemployed. Now employed

7. If ever in the United States military or naval service, give dates of enlistment and discharge. Never in Military or Naval service

8. (a) Have you ever filed an application with this Commission or its representative for any branch of the United States Government service? No

Name each position for which examined, or for which application was filed	In what city were you, or are you to be, examined?	Give the date of each examination (Month and year)	Did you pass? (Answer "Yes" or "No")

(b) If so, give information indicated regarding each examination.

I, the undersigned, do solemnly swear (or affirm) that the statements made by me in answer to each and all of the foregoing questions are full and true to the best of my knowledge and belief. SO HELP ME GOD.

James Edward Callis
(Signature of Applicant)
(Sign your first name in full; your middle initial or initials, if you have any, and your surname in full)

If female, prefix "Miss" or "Mrs."

THIS APPLICATION WILL NOT BE ACCEPTED IF THE JURAT OR OATH IS OMITTED

JURAT OR OATH

[The following oath must be taken before a NOTARY PUBLIC, or other officer authorized to administer oaths for general purposes, *before whom the applicant must appear in person.*]

Subscribed and duly sworn to before me according to law by the above-named applicant, this 27th day of April, 1938, at city [or town] of Portsmouth, and State [or Territory or District] of Virginia

county of Norfolk

Ruth Brown
(Signature of officer)

Notary Public
(Official title)

My commission expires 11-6-39

DEPT. STOCK FORM 2249
REV. 12-45

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 10

TO:

Date Prepared 4-15-46

Name: CALLIS, JAMES E
Callis, James E. (Mr.)

From: U. S. Coast Guard

Bureau No.:

Effective: [illegible] Retirement (Disability)

(Paid for 30 days and 2 hours annual leave from March 1, 1946, thru 2 hours on April 12, 1946)

Since February 28, 1946

	FROM	TO
Position		
Grade	Keeper	Lump sum payment to be made at $1636 per annum.
Salary	Range $1752-2100	
C. S. C. No.	$1636 pa. incl. 160 pa. Uhrs.	
Bureau or Div.		
Organizational Subdivisions	U. S. Coast Guard	
Headquarters		
Post of Duty	Norfolk, Virginia	
Appropriation	Lagged Point Lt. Sta., Va.	
Allotment	Civilian Employees, C.G.	

FIELD ☐ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks:

In accordance with the Comptroller General's Decision B-70289 dated 10-23-47, which reversed Decision A-31584 of 5-21-30, your retirement pay has been recomputed on the basis of the average gross pay (which includes the valuation of quarters for the period occupied) received during the last five years of your active duty. The computation on this basis changes the rate of your retirement pay from $691.40 to $715.02, and this notice is issued in order that you may have accurate information as to the rate of retirement pay which you are authorized to receive.

Justification:

Total Service: 30 years, 6 months, 13 days.

Computation: $1752.72 x 80.5063 ÷ 40) = $715.02

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION

DATE OF BIRTH

LEGAL RESIDENCE

SEX

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

VETERAN'S PREFERENCE INFORMATION

No reference

SUBJECT TO RETIREMENT ACT?

Lighthouse Act

DATE OF OATH

ACCOUNTS AND COLLECTIONS, EXAMINING

DATE APPROVED BY THE SECRETARY
4-15-46

Pers 375

UNITED STATES COAST GUARD

THE COMMANDANT (PCP-(pcp)
REFER TO FILE: CG-75
75

15 April, 1946

To: The Commandant (PCP-6)

Subj: Retirement of James E. Callis, Keeper, Ragged Point Light Station, Md.

1. Headquarters is advised in compliance with its letter of 19 February, 1946, file CG-75 on above subject, that Mr. James E. Callis was paid for his last (final) active duty on D. O. Voucher #10351 in the March accounts of Jacob Levin, SDA, USN, Symbol #551-370. This payment which covered the period 25 - 28 February, 1946, was in the amount of $28.24.

2. Mr. Callis' total taxable income for the current calendar year including lump-sum payment for annual leave amounts to $582.48.

J. R. STEWART
By direction

H. L. Morgan

H. L. MORGAN
By direction

Incl
Form 2249, Department Notice of Retirement

NLD

UNITED STATES COAST GUARD

ADDRESS REPLY TO
THE COMMANDANT(PCP-6)
REFER TO FILE: CG-75

WASHINGTON 25, D. C.

COAST GUARD
NORFOLK DISTRICT
OFFICE SERVICES

1946 FEB 25 AM 9:09

19 February, 1946

To: DCGO, 5ND

Subj: Retirement of James E. Callis, Keeper, Ragged Point Light Station, Md.

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

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

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

H. L. Morgan

H. L. MORGAN
By direction

Incl
Form 2249, Department Notice of Retirement

A 1477

E. Callis

No. 10351

at U. S. N.

Jacob Lewis, Spec. Dist.

Symbol 551-370

25-28 February 28.24 Less .92 pts

Taxable Income

$582.48

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE:

-375-

TO: CALLIS, James L. Date Prepared February 4, 1946

Name: Callis, James L. (Mr.)

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

Effective: Retirement(Disability) Close February 28, 1946 (Paid for 30 days and 2 hours annual leave from March 1, 1946 through 2 hours on April 12, 1946)

	FROM FEBRUARY 28 1946	TO
Position	Keeper	
Grade		
Salary	Range $1704-2100 $1836 p.a. incl. $60 p.a. Cbrs.	Lump sum payment to be made at $1836 per annum. 1836
C. S. C. No.		
Bureau or Div.	U. S. Coast Guard	
Organizational Subdivisions		
Headquarters	Norfolk, Virginia	
Post of Duty	Ragged Point Lt. Sta., Va.	
Appropriation	Civilian Employees, C.G.	
Allotment		

FIELD ☒ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks:

The annual rate of retired pay is $691.40 691.40

Justification:

Total Service: 20 years, 6 months, 13 days.

Computation: $1346.71 x 20.5361 ÷ 40 = $691.40

nlb

white copy to Callis w/ inclosure & dep letter of 2-26-46.

nlb

3-12-46

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 12-12-1884

LEGAL RESIDENCE: Virginia

SEX: Male

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

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

SUBJECT TO RETIREMENT ACT? Lighthouse Act 3-4-25

DATE OF OATH

DATE APPROVED BY THE SECRETARY

MAR 12 1946

SUBORDINATE ADMINISTRATIVE OFFICE

315 A

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

REPORT OF EFFICIENCY RATING

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

Classification Symbols		
(Service)	(Grade)	(Class)

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

Callis, James E. (Name of employee) — Asst. Keeper (Title of position) — Navy Dept. (Bureau)

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

ON LINES BELOW MARK EMPLOYEE

√ if adequate
— if weak
+ if outstanding

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

CHECK ONE

Administrative, supervisory, or planning ☐
All others ☒

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

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

STATE ANY OTHER ELEMENTS CONSIDERED

(A)
(B)
(C)

STANDARD
Deviations must be explained on reverse side of this form

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

	Adjective rating	Numerical rating
Rating official	VG	
Reviewing official	VG	

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

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

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

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

16—26177-1

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

Personal
37

TO:

Date Prepared 11 April, 1942.

Name: Callis, James E.

From: U. S. Coast Guard

Bureau No.: 921

Effective: Change in status, designation and part of duty. Increase in salary.

	FROM	TO
Position	Quartermaster	Keeper
Grade	None	Field (Range $1380-1740)
Salary	$77.50 a mo., including $60 p.a. longevity pay.	$1380 p.a. plus $60 p.a.long. pay.
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters Post of Duty	Norfolk, Virginia	Norfolk, Virginia
Appropriation	69X1819	Regular
Allotment	Civilian Employees, C. G.	Civilian Employees, C. G.
	FIELD X DEPRTMTL ☐	FIELD X DEPRTMTL ☐

Remarks:

EOD 5/1/42 Just

Justification:

Noted on Vessels roll 5/1/42 JC
" " Keepers " 5/29/42 JC

CHARLES POZET

SUBORDINATE ADMINISTRATIVE OFFICE

CIVIL SERVICE OR OTHER LEGAL AUTHORITY: U.S.C.G. Comm. Cert. No. E-13515, CR:RC, dated 4-8-42.

APPROPRIATION: Regular

DATE OF BIRTH: 12-12-1888

LEGAL RESIDENCE: Virginia

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE
	*Nelson S. Atherton (transferred)

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

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

DATE OF OATH

DATE APPROVED BY THE SECRETARY: 4-11-42

375
Original

(pcp)

75

11 February, 1944

To: James E. Callis, Assistant Keeper

Via: Keeper, Ragged Point Light Station

Subj: Administrative increase

There is transmitted herewith Form 2249 under which you have been given an administrative increase in salary effective 1 January, 1944. An adjustment of your pay account will be reflected in your check for February.

J. E. STIKA
Assistant District Coast Guard Officer

Incl
Form 2249

NLB

DEPT. STOCK FORM 2249
REV. 12-41

NAVY

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

1373

TO:

Date Prepared 1 January, 1944

Name: Callie, James E., Mr.

From: U. S. Coast Guard

Bureau No.: 921

Promotion

Effective: January 1, 1944

	FROM 7462	TO 7462
Position		Keeper
Grade	Range $1380-1740	Range $1380-1740
Salary	$1380 p.a. plus $60 p.a. Ctrs.	$1440 p.a. plus $60 p.a. Ctrs.
C. S. C. No.		
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Norfolk, Virginia
Post of Duty		Ragged Point Lt. Sta., Md.
Appropriation		Civilian Employees, C. G.
Allotment		
	FIELD ☒ DEPRTMTL. ☐	FIELD ☒ DEPRTMTL. ☐

Remarks:

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

Justification:

Mr. Callie' last promotion was by Change in Status from Quartermaster at $77.50 per month to Keeper at $1380 per annum plus $60 Ctrs., in the amount of $510 on May 1, 1942. His service and conduct are satisfactory. The position occupied by this employee is not temporary. His current efficiency rating is Good - 5.

Effective
1 January, 1944
D. L. B.

Entered
2/22/44
CBM

SUBORDINATE ADMINISTRATIVE OFFICE

DATE APPROVED BY THE SECRETARY

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 12-12-1884

LEGAL RESIDENCE: Virginia

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

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

SUBJECT TO RETIREMENT ACT? Lighthouse Act 4-22-18

DATE OF OATH

Standard Form No. 51, Rev.
Approved Dec. 1948
C. S. C. Dept. Cir. No. 458

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

375

REPORT OF EFFICIENCY RATING

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

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

CALLIS, James E. — (Name of employee)

Assistant Keeper — (Title of position, service, and grade)

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

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

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

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

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

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

STATE ANY OTHER ELEMENTS CONSIDERED

_____ (A) _____
_____ (B) _____
_____ (C) _____

STANDARD
Deviations must be explained on reverse side of this form

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

Adjective rating
Rating official Good
Reviewing official _____

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

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

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

16—26177-2

[signature] HSB

REPORT OF EFFICIENCY RATING

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

Classification Symbols (Service) (Grade) (Class)

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

James E. Callis (Name of employee) — Assistant Keeper (Title of position) — U. S. Coast Guard (Bureau)

5th Naval District (Division) — Ragged Point Light Station (Section) — (Subsection or unit) — Norfolk, Virginia (Field office)

ON LINES BELOW MARK EMPLOYEE

√ if adequate

— if weak

+ if outstanding

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

CHECK ONE

Administrative, supervisory, or planning ☐

All others ☒

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

(21) Effectiveness in planning broad programs.

(22) Effectiveness in adapting the work program to broader or related programs.

(23) Effectiveness in devising procedures.

(24) Effectiveness in laying out work and establishing standards of performance for subordinates.

(25) Effectiveness in directing, reviewing, and checking the work of subordinates.

(26) Effectiveness in instructing, training, and developing subordinates in the work.

(27) Effectiveness in promoting high working morale.

(28) Effectiveness in determining space, personnel, and equipment needs.

(29) Effectiveness in setting and obtaining adherence to time limits and deadlines.

(30) Ability to make decisions.

(31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

(A) ____

(B) ____

(C) ____

STANDARD

Deviations must be explained on reverse side of this form

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

	Adjective rating	Numerical rating
Rating official	Good	5
Reviewing official	G	5

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

Rated by R. L. Lucas (Signature of rating official) — Captain (Title) — 31 March 43 (Date)

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

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

16—26177-1

STOCK FORM 2249
12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 10

375

TO: CALLIS, JAMES E.

Name: Callis, James E.,(Mr.)

Date Prepared July 1, 1945

From: U. S. Coast Guard

Bureau No.:

Pay Adjustment and Pay Increase (Periodic)

Effective: July 1, 1945

	FROM	TO
Position		Keeper
Grade	Range $1380-1740	Range $1704-2130
Salary	$1440 pa plus $60 pa Cvrs.	$1836 per incl. $60 pa Cvrs.
C. S. C. No.		1836 60
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Norfolk, Virginia
Post of Duty		Nugged Point Lt. Sta., Md.
Appropriation		Civilian Employees, C. G.
Allotment		
	FIELD ☒ DEPRTMTL. ☐	FIELD ☒ DEPRTMTL. ☐

Remarks: # Your increased compensation includes valuation for quarters.

Justification:

Positions: Permanent
Last Promotion: January 1, 1944, $1440-1500
Conduct and Service: Satisfactory
Efficiency Rating: Very Good

W.L.B.

SUBORDINATE ADMINISTRATIVE OFFICE

DATE APPROVED BY THE SECRETARY

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 12-12-1884

LEGAL RESIDENCE: Virginia

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

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

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

DATE OF OATH

Personal 375

(COPY)

UNITED STATES COAST GUARD
WASHINGTON

(COPY)

(pcp)

75

25 February, 1946

To: James E. Callis, Beaverlett Post Office, Mathews Co., Va.

Subj: Disability Retirement

1. There is transmitted, herewith, Personnel Notification Form under which your disability retirement has been approved, effective at the close of 28 February, 1946. On the payroll for period ending 23 March, 1946, you will be paid in a lump sum for thirty days and two hours annual leave covering the period commencing 1 March through two hours on 12 April, 1946.

2. There is attached hereto a circular which will be of interest to you in the event your health permits you to again seek employment.

3. Your retirement checks will be sent to you from our HQ and should it be necessary for you to contact that office, correspondence should be addressed to:

The Commandant
U. S. Coast Guard Headquarters
1300 E. Street, North West
Washington 25, D. C.

U. S. COAST GUARD

J. R. STEWART
By direction

Incls
1. Form 2249
2. Circular

File

NLB:

(COPY)

UNITED STATES COAST GUARD
WASHINGTON

(COPY)

FOR THE INFORMATION OF CIVILIAN EMPLOYEES WHO RETIRE UNDER THE TERMS OF THE LIGHTHOUSE RETIREMENT LAW OF JUNE 20, 1918, AS AMENDED, INCLUDING THOSE WHO RETIRE ON ACCOUNT OF DISABILITY

1. You have been furnished separately notice of approval of your retirement from a civilian position in the Coast Guard under the terms of the Lighthouse Service Retirement Law of June 20, 1918, as amended.

2. This is to advise you that you can not accept employment and receive pay for active duty in any other department or agency of the Federal Government and continue at the same time to receive your retirement pay under the Act above referred to. Therefore, in the event you at any time desire to accept employment in another department or agency of the Federal Government you should notify this office of your intention, since it will be necessary that your retirement pay from the Coast Guard be discontinued as of the close of the date immediately preceding that on which you enter on duty in the other Federal department or agency.

U. S. COAST GUARD

6352

UNITED STATES COAST GUARD

WASHINGTON 25, D. C.

ADDRESS REPLY TO
THE COMMANDANT (PCP-6)
REFER TO FILE: CG-75

1946 JAN 10 AM 7:53

8 January, 1946

.To: DCGO, 5ND

Subj: Callis, James E., Assistant Keeper; disability retirement of

1. Reference is made to your letter of 14 December, 1945, furnishing a statement of the subject employee's leave account in connection with his application for disability retirement.

2. It is noted that you showed under "Sick Leave" that Mr. Callis had 90 days accumulated at the close of 31 December, 1944, and that he accrued 11 days, 2 hours through the close of 30 September, 1945, making a total of 101 days, 2 hours to his credit at the close of September.

3. Attention in this connection is invited to the following provision in Part III, Section 3.2 of the Annual and Sick Leave Laws and Regulations:

> "Unused sick leave shall be cumulative and available for future use: Provided that the balance to the credit of the employee at the end of any month shall not exceed 90 days."

Therefore, at the close of September, 1945, the maximum sick leave to which Mr. Callis was entitled was 90 days.

4. According to HQ computation 90 days sick leave will carry Mr. Callis from 4 hours on 1 October, 1945, through 4 hours on 8 February, 1946. To avoid the necessity for recomputing the annuity in this case, it is suggested that after expiration of the 90 days sick leave, Mr. Callis be carried in an annual leave status through the close of 28 February, and then compensated in a lump sum for the remaining 30 days, 2 hours annual leave to his credit, covering the period from 1 March through 2 hours on 12 April,1946. Form 2249 will be processed accordingly.

F. P. VETTERICK,
By direction

UNITED STATES COAST GUARD

WASHINGTON 25, D. C.

FOR VICTORY BUY UNITED STATES WAR BONDS AND STAMPS

ADDRESS REPLY TO
THE COMMANDANT (PCP-6)
REFER TO FILE: CG-75

COAST GUARD
NORFOLK DISTRICT
OFFICE SERVICES

9 January, 1946

1946 JAN 11 PM 2:08

To: DCGO, 5ND

Subj: Proposed disability retirement of James E. Callis, Keeper

The application of Mr. Callis for disability retirement has been examined and he has been found to be disabled for further useful and efficient service. The official notice of his retirement will be issued in due time.

F. P. VETTERICK
By direction

(pcp)
75

14 December, 1945

To: The Commandant (PCP)

Subj: Callis, James E., Assistant Keeper; application for disability retirement

1. There is forwarded herewith application for disability retirement submitted by James E. Callis, Assistant Keeper, Ragged Point Light Station, together with Form 2523, Certificate of Medical Examination, Disability Retirement, Civilian Personnel.

2. Mr. Callis concluded his active duty by departing the light station at 1200 1 October, 1945. This retirement case is recommended to be effective at the close of 28 February, 1946. There follows a statement of Mr. Callis' leave:

ANNUAL LEAVE		
36 Days	4 Hours	Accrued close of 12-31-44
19 Days	4 Hours	Accrued close of 9-30-45
56 Days	0 Hours	
12 Days	2 Hours	Used close of 9-30-45
43 Days	6 Hours	Lump-sum payment to cover period 1 March to close of 1 May, 1946 — 6 hrs.

SICK LEAVE		
90 Days	0 Hours	Accrued close of 12-31-44
11 Days	2 Hours	Accrued close of 9-30-45
101 Days	2 Hours	
0 Days	0 Hours	Used close of 9-30-45
101 Days	2 Hours	
101 Days	2 Hours	Used from 10-1-45 (4 hrs.) to close of 6 hrs. on 2-26-46
0 Days	0 Hours	
		Granted 2 days and 2 hours advanced sick leave to cover period 2 hrs. 26 Feb. through close of 28 Feb. '46

At the close of 30 September, 1945, Mr. Callis did not have to his credit any compensatory leave.

3. In view of the fact that the position vacated by Mr. Callis will not be filled by a civilian, it is recommended that it be abolished coincident with the retirement of Mr. Callis.

J. R. STEWART
By direction

Incls
Forms 2521 and 2523

NLB

21
PARTMENT
T GUARD

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 2523)

Date 1 November, 1945

District CG Officer
~~Commander~~, 5th Naval District,

Norfolk, Va.
(City)

I hereby apply for retirement from active duty effective close of 28 February, 1946 on the basis of service shown hereon.

James E. Callis
Beaverlett P. O.
Mathews County,
Va.

James E. Callis
(Name)

Assistant Keeper
(Designation)

CG-75 (pcp)

OFFICE OF THE DISTRICT COMMANDER

City Norfolk, Va. *Date* 17 December, 1945

Submitted to the Commandant, U. S. Coast Guard, recommending retirement at $ 691.40 per annum, effective at the close of 28 February, 1946

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.

T. C. BERRY
By direction ~~District Commander~~.

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

Submitted to the Secretary of the Treasury, recommending approval.

Commandant.

FOR USE OF DEPARTMENT

16—20161

NLB

Name CALLIS, James E. Date of birth 12 December, 1884

Designation Assistant Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment (L.H. C. G. and Navy)	Aug.	18	1925	Feb.	28	1946	
Total service	20 years, 6 months, 13 days						

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			Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
	Mar.	1	1941	June	30	1941		$77.50pm	$310.00
	July	1	1941	Apr.	30	1942		77.50pm	775.00
	May	1	1942	June	30	1942	1380 pa		230.00
	July	1	1942	June	30	1943	1380		1380.00
	July	1	1943	Dec.	31	1943	1380		690.00
	Jan.	1	1944	June	30	1944	1440		720.00
	July	1	1944	June	30	1945	1440		1440.00
	July	1	1945	Feb.	28	1946	1776		1188.59

Total compensation for last five years of active service $6733.59

Average compensation for last five years of active service $1346.71

Annual rate of retired pay ($1346.71 × years 20.5361 ÷ 40) = $691.40
(Not exceeding 30)

U. S. GOVERNMENT PRINTING OFFICE 16—20101

Form 2523
TREASURY DEPARTMENT
U. S. COAST GUARD

CERTIFICATE OF MEDICAL EXAMINATION, DISABILITY RETIREMENT, CIVILIAN PERSONNEL

(Act of March 4, 1925)

NAME OF CLAIMANT James E. Callis DESIGNATION Asst.Keeper, Ragged Point Light Station, Coles Point, Va.

Height 71 inches Weight 190 pounds. Complexion plethoric

Color of eyes blue Color of hair gray

Here give a complete personal description, together with permanent marks and scars other than those described below in physical examination: Tattooing on each forearm

Description of duties of position (to be filled in by district commander): Assistant Keeper of a marine light station. Upkeep of structure such as painting and cleaning structure, standing watch, and operating motorboat.

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: Failing eyesight and hearing, both quite marked. Unable to read more than 5 minutes at a time. Hearing has become increasingly impaired. Can't hear well on the telephone.

PHYSICAL EXAMINATION

Visual acuity (uncorrected): R. E. 20/200 L. E. 20/800

With correction in spectacles: R. E. 20/40 OD 14/189 OS nil L. E. 20/800 Cataract of left eye

Accommodation: Reads Jaeger No. OD 14/56 OS nil at 13 inches, without correction. causes blindness.

Reads Jaeger No. ..... at 13 inches, with correction.

Central color vision (binocular) normal (Name method used) Williams lantern test

Inspection no external pathology - examination shows left cataract

Pupils equal Pupillary reaction normal

Hearing: Whispered voice (unaccentuated) heard with R. E. at 10 ft., L. E. at 5 ft.

Appearance of right drum normal, left drum normal

Is there any disease of the middle or internal ear or mastoid? Yes If so, specify There is a 45% combined hearing loss as determined by the audiogram, a combined bone, nerve deafness. Air conduction greater than bone conduction, right. Bone conduction greater than air conduction left.

[OVER]

16—17606

Condition of nose and sinuses Normal

Condition of mouth and throat, including tonsils and teeth Normal

Bones, joints, muscles, including atrophies None (Express limitation of motion, if any, in degrees and joint involved)

Respiratory system Normal. Barrell chest. Pulmonary emphysema

Cardiovascular system:

(a) Heart Not enlarged, murmurs none.

(1) Murmurs none (2) Arrhythmias none

(b) Pulse rate: (1) Sitting 72 (2) After exercise 96 (3) 2 minutes after exercise 80

(c) Blood pressure: (1) Sitting—Syst. 130 Diast. 92 (2) After ex.—Syst. 144 Diast. 90

(d) Condition of blood vessels Moderate resistance to compression

Evidence of thyroid or other endocrine disturbance none

Abdomen and gastro-intestinal system, including hernia normal

Genito-urinary system:

Urinalysis—Sp. gr. 1.026 Reaction acid Albumin neg. Sugar neg.

Sediment microscopic (required when albumin or sugar is found) not required

Reflexes, motor disturbances, etc.:

(a) Station normally erect (e) Gait normal, stooped, and slow

(b) Tremor slight intension tremor (f) Coordination hesitant

(c) Patellar reflexes hyperactive (g) Peripheral circulation adequate to exam.

(d) Other motor disturbances none

Alcohol seldom Drugs denies Syphilis denies Epilepsy denies

Other neurological findings none

General impression Physical findings aside from eyes, ears, and prostate compatible with age.

Here describe fully nature of disability: Total blindness of left eye due to cataract. Refractive blindness of right eye, correctible only to a 20/40 reading; 45% combined hearing loss. Moderate, benign prostatic hypertrophy. His age of 61 and the intension tremor are indicative of early senile changes.

Is disability to perform duty of a permanent character? Yes

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

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

The examining physician must be in the Federal Service

October 17, 1945
(Place of examination)

(Date)

Esta R. Allen
(Examining surgeon)

Esta R. Allen, Surgeon (X), USPHS
U. S. Marine Hospital, Norfolk, Va.
(Title and branch of medical service)

U. S. GOVERNMENT PRINTING OFFICE 16—17606

(pcp)

75

2 October, 1945

Medical Officer in Charge
U. S. Marine Hospital
Hampton Boulevard
Norfolk, Virginia

Sir:

The bearer, James E. Callis, who is employed as Assistant Keeper of Ragged Point Light Station, is an applicant for retirement on account of disability. He has had sufficient service to bring him within the purview of the Light-house Retirement Act of 4 March, 1925.

It will be appreciated if you will examine him and execute the attached Form 2523, forwarding same to this Office in duplicate at the earliest practicable date.

Very truly yours,

CLYDE R. JOHNSON
Lieutenant, USCGR
Civilian Personnel Officer

Incl
Form 2523

NLB

75

Personnel

375

N.C.G. No. 2599
U. S. Coast Guard
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

Callis,	James	E.	--	Quartermaster
(Surname)	(First name)	(Middle initial)	(Service No.)	(Rank or rating)

5th Naval District - U. S. Coast Guard - Norfolk, Virginia -	1 May, 1942.
(Unit) (Place)	(Date)

Effective 1 May, 1942, change in status, designation and post of duty, increase in pay.

	FROM	TO
Position:	Quartermaster	Asst. Keeper
Grade:	None	$1380-1740
Salary:	$77.50 p.m. incl.$60 p.a. longevity pay.	$1380 p.a. plus $60 p.a. for qtrs.
Station:	ORCHID	Ragged Point Lt. Sta., Md.

AUTHORITY: Form 2249 approved 11 April, 1942.

C. J. SULLIVAN,
(Commanding)

By direction.
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	STATISTICS	CORRESPONDENCE	RECORDS

U. S. GOVERNMENT PRINTING OFFICE 0

Smt MP

~~TREASURY DEPARTMENT~~
United States Coast Guard
Norfolk, Virginia.

Date 1 May, 1942.

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

From: District Coast Guard Officer, ~~Commandant~~, 5th Naval District.
To: Commandant, Coast Guard Headquarters.

Name James E. Callis

Nature of Action Change in status, designation and post of duty, increase in salary.

Effective date of change 1 May, 1942.

	FROM	TO
Position	Quartermaster	Asst. Keeper
Pay	$77.50 p.m., incl. $60 p.a. longevity pay.	$1380 p.a.
Salary Range	None	$1380-1740
Valuation of Quarters	None	$60 per annum
Station	ORCHID	Ragged Point Lt. Sta., Md.

Remarks: This change is reported in accordance with Department approval dated (perforated in Form 2249) 11 April, 1942.

Signature C. J. SULLIVAN,
By direction.

- -

(This space for use of Headquarters)

75
73

NOMINATION

Norfolk District Norfolk, Va. 13 March 19 42

NORFOLK, VIRGINIA.

COMMANDANT:

18 April, 1942.

Action recommended

Name James E. Callis Date of birth Legal Res. Va.

From: District Coast Guard Officer, 5th Naval District.
To: James E. Callis, Quartermaster.

Via: Commanding Officer, ORCHID.

1. There is forwarded herewith Form 2249 under which you will be transferred to position of Assistant Keeper, Ragged Point Light Station, Md., with pay at the rate of $1380 per annum, effective 1 May, 1942.

2. You will be expected to report to that station for duty on that date.

C. J. SULLIVAN,
By direction.

Copy to Keeper, Ragged Point Light Station,
Valley Lee, Md.

Upon the arrival of James E. Callis for duty, the enlisted man at your station will depart for this office.

...RY DEPARTMENT
S. Coast Guard

NOMINATION

Norfolk District Norfolk, Va. 13 March 19 41

COMMANDANT:

Action recommended Transfer and Promotion

Name James E. Callis Date of birth 12 Dec., 1884 Legal Res. Va.

	From --	To--
Position	Quartermaster	Asst. Keeper
Pay and grade	$77.50 p.m.($72.50-77.50) (Incl. $5 p.m. longevity)	$1380 p.a.($1380-1740) Plus $60 for quarters
Station	Tender ORCHID	Bagged Point Lt. Sta., Md.
Appropriation	Civilian Employees, C. G.	Civilian Employees, C. G.

Effective 1 April, 1941 or as soon thereafter as he enters on duty.

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

Vice Nelson S. Atherton Pay $1380 p.a. Services terminated 6/29/39

Reason Transfer and promotion.

Classified 1/1/42

Remarks: Mr. Callis does not have a Classified Status. He was not inducted due to physical disqualifications. He is not entitled to military preference. Action recommended is in accordance with paragraph 3 of Headquarters' Circular Letter 27 February, 1941, File CR-75. Certified 2806 and Personal History Statement in duplicate are on file in Headquarters.

Selection regular, _____, 19___

Manager, 4th Civil Service District

C. J. SULLIVAN,
By direction.

classified 1/1/42

Fm 7

375

Personal

Standard Form No. 8
(Approved by the President, May 22, 1925)

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes of the United States

5th Naval District (Department or Establishment) — U. S. Coast Guard (Bureau or Office)

I, James Edward Callis (Name in full, printed or typed), 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.

James Edward Callis
(Signature of Appointee)
(James Edward Callis)

Subscribed and sworn to before me this 23d day of February, A. D. 1942

at Norfolk (City or place), Virginia (State)

[SEAL]

H. R. Pickering
Lieut. (jg), U. S. C. G.

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

Position to which appointed Quartermaster

Date of entrance on duty 1 Jan., 1942.

U. S. GOVERNMENT PRINTING OFFICE: 1930 10—1689

Found 2-23-42

75 S.C.G. No. 2309
U. S. COAST GUARD
(Revised 1937)

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

REPORT OF CHANGE IN PERSONNEL

Norfolk, Virginia.

Callis, James E. 20 February, 1942. Quartermaster
(Surname) (First name) (Middle name) (Rank or rating)

5th Naval District - U. S. Coast Guard - Norfolk, Va. - 4 Feb., 1942.
(Unit) (Place) (Date)

From: Senior Coast Guard Officer, 5th Naval District.
To: James E. Callis, Quartermaster.

Via: Commanding Officer, ORCHID.

Subject: Civil Service Classification.

1. In connection with above subject it will be necessary for you to sign attached Oath of Office forms before either a notary public or an officer in this office. Be sure to sign your name in full on all three copies exactly as it is typewritten in by this office and return all copies to this office promptly.

Position: Quartermaster
Grade: None
Salary: $77.50 per month [illegible] n. longevity pay.
Station: Orchid

C. J. SULLIVAN,
By direction.

AUTHORITY: Form 2249 approved 1/1/42.

C. J. SULLIVAN,
(Commanding)

By direction.
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	STATISTICS	CORRESPONDENCE	RECORDS

Lmt MP

375

N.C.G. No. 2599
U. S. Coast Guard
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

Callis,	James	E.	--	Quartermaster
(Surname)	(First name)	(Middle initial)	(Service No.)	(Rank or rating)

5th Naval District - U. S. Coast Guard - Norfolk, Va. -		4 Feb., 1942.
(Unit)	(Place)	(Date)

effective 1 Jan., 1942.
Given a Classified Civil Service Status/under Executive Order #8886 of September 3, 1941.

Position:	Quartermaster
Grade:	None
Salary:	$77.50 per month including $60 p.a. longevity pay.
Station:	Orchid

AUTHORITY: Form 2249 approved 1/1/42.

C. J. SULLIVAN,
(Commanding)

By direction.
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	Statistics	Correspondence	Records

U. S. GOVERNMENT PRINTING OFFICE

Lust M

375

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

Norfolk, Virginia.

4 February, 1942.

From: Senior Coast Guard Officer, 5th Naval District.
To: James E. Callis, Quartermaster.

Via: Commanding Officer, ORCHID.

Subject: Classification.

1. There is forwarded herewith Form 2249 under which you were granted a classified civil service status, effective 1 January, 1942, under Executive Order #8886 of September 3, 1941.

C. J. SULLIVAN,
By direction.

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 10

Date Prepared 1 January, 1942.

Name: Callis, James H.

From: U. S. Coast Guard

Bureau No.:

Classification

	FROM (EXCEPTED)	TO
Position	Quartermaster	Quartermaster
Grade	None	None
Salary	$77.50 a month, including $60 p.a. longevity pay.	$77.50 a month, including $60 p.a. longevity pay.
Bureau or Div.	U. S. Coast Guard	U. S. Coast Guard
Organizational Subdivisions		
Headquarters	Norfolk, Virginia	Norfolk, Virginia
Post of Duty	ORCHID	ORCHID
Appropriation	Civilian Employees, C. G.	Civilian Employees, C. G.
Allotment		
	FIELD ☐ DEPRTMTL. ☐	FIELD ☒ DEPRTMTL. ☐

EFFECTIVE 1 January, 1942.

Remarks:

You have been given a classified civil service status under Executive Order No. 8666 of September 3, 1941, subject to satisfactory report on fingerprint chart.

Justification:

CIVIL SERVICE OR OTHER LEGAL AUTHORITY
CSC Cert. dated 1-22-1942, file No. 3-935 SR:MP

APPROPRIATION
Regular

DATE OF BIRTH
12-12-1894

LEGAL RESIDENCE
Virginia

SEX: M | RACE: W

NATURE OF POSITION

NEW	ADDTL. IDENT.

VICE VACANCY	VICE

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

SUBJECT TO RETIREMENT ACT?
6-20-18

DATE OF OATH

DATE APPROVED BY THE SECRETARY

SUBORDINATE ADMINISTRATIVE OFFICE

373

Form No. Ex. 0-2.

TREASURY DEPARTMENT
United States Coast Guard

Service Record of Employee who was transferred to the Coast Guard from the Lighthouse Service pursuant to Reorganization Plan II of May 9, 1939, who is Recommended for Classification Under the Executive Order (No. 8886) of September 3, 1941.

NOTE: This form should contain a complete record of all the service which the employee has rendered in the Department of Commerce and the Treasury Department. It is not necessary to include any service in Government agencies other than the two herein mentioned.

Name James E. Callis Date of Birth 12-12-1884

District Norfolk

Nature of Action	Position	Monthly Salary	Effective Date	Vessel
A. Exc.	Seaman	$62.50 pm	8-18-25	Tender CROCHED
Pro.	Quartermaster	70.00	9-14-25	do
Pro.	Quartermaster	75.00	3-01-26	do
Pro.	Quartermaster	77.50	7-01-26	do

Certified correct:

C. J. SULLIVAN,
Lt. Commander, U. S. Coast Guard.
Personnel Officer. (of District).

Original

U. S. COAST GUARD

#375

JAN 18 1941

NORFOLK DISTRICT

STANDARD FORM No. 6
(Approved by the President 3/28/24)
Revised Dec. 3, 1929

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

Department or Establishment Treasury Department U S Coast Guard Date Jan 14 1941

1. Name in full (Mr., Miss, or Mrs.) Gallis (Surname) James Edward (Given name) (Middle name)
2. Present address Coast Guard Base (Number) Portsmouth (Street) Va (City) Matthews Co., Va. Brambleton P.O. (State)
3. Legal (voting) residence Mathews County Va 2 prec 1st Com District (State and Congressional District) (County) (City or town)
4. Where born Mathews County (State or foreign country) (City or town) When born Dec 12 1884 (Month Day Year)
5. If foreign-born, state whether naturalized or alien
6. Indicate sex, marital condition, and race by check, thus: √ If Mrs., state other names under which previously employed.

SEX		MARITAL CONDITION				RACE. (If other, state which)		
Male	Female	Single	Married	Divorced	Widowed	White	Colored	
√			√			√		

7. Number and ages of dependents domiciled with you Two Wife & Child age 62 & 20
8. A complete record of your past service for the United States Government other than military or naval:

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
				Month	Day	Year	Month	Day	Year
Light House Service	Portsmouth Va	Seaman	$62.50	Aug	18	1925	Sept	9	1925
Light House Service	Portsmouth Va	Quatermaster	$72.50	Sept	9	1925	present	time	

9. Are any members of your family, who are domiciled with you, in the U. S. Government service? If so, state below:

NAME	POSITION AND DEPARTMENT OR OFFICE IN WHICH EMPLOYED	RELATIONSHIP
None	Position Department or office	
	Position Department or office	
	Position Department or office	

10. Do you now hold any State or municipal office? If so, state below:

None
(Title) (Location) (Date appointment expires)

11. Are you the wife of a disabled veteran or widow or orphan of a person who was in the military or naval service?

No
(Wife, widow, or orphan) (Name of veteran) (Organization and last year of service)

12. Military and naval record. If any, check (√) to indicate branch and other information, and give dates of enlistment and discharge:

None	Army	Navy	Marine Corps	Coast Guard	War veteran	Pensioner	Veterans' Bureau beneficiary

Enlisted None	Discharged	Enlisted None	Discharged
Rank	Rank	Rank	Rank
Organization	Organization	Organization	Organization

[OVER]

10—1930

13. State any special qualifications not involved in your present position (for instance, lawyer, physician, civil engineer, knowledge of foreign languages, etc.) none

14. Statement of principal employment other than with the United States Government:

NAME AND ADDRESS OF EMPLOYER	POSITION AND CHARACTER OF WORK	LENGTH OF SERVICE
	none	

15. Education. Indicate by circling the number of years:

Common school	High school	College	(Name of college, degrees, and dates conferred)
1 2 3 4 5 (6) 7 8	1 2 3 4	1 2 3 4	

16. In case of emergency, notify Ivor James E Gallie

Relationship Wife Post office address Beaverlette Pa Mathews Co Va

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

James E Gallie

(Name as usually written and which will be used as official signature)

U. S. GOVERNMENT PRINTING OFFICE 10—1930

675

STANDARD FORM No. 14
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

AHG - From Comm. Center 1450

FROM _____

BUREAU _____

CHG. APPROPRIATION _____

U. S. GOVERNMENT PRINTING OFFICE 10—1723

WESTERN UNION COLLECT MESSAGE - 1:35 P.M., March 14, 1940, Matthews, Va.

DEPT. OF LIGHTHOUSES
MAR 14 1940
NORFOLK, VA.

Commander, Norfolk District,
Norfolk, Va.

SIR, OWING TO WEATHER CONDITIONS COULD NOT GET TO STATION TODAY.

J. L. CALLIS,
York Spit L.S.

Name John L. Callis

N. C. MANYON,
By direction.

Personal

375

CP-75

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

U. S. COAST GUARD
MAR 26 1940
NORFOLK DISTRICT

Norfolk, Virginia

18 March, 1940.

From: Commander, Norfolk District.
To: All Keepers and Asst. Keepers.

1. You are directed to fill in below the place of your birth and return this letter to District Office by return mail.

Dept
Asst Supt
Chief Clk
Asst. Engr.
Asst Engr. (1)
Asst. Engr. (2)
Inside Engr.
Hydrog.
Accounts
Purchasing
Personnel
Cost Kpg.
Prop. Clk.
Stenog
Messenger
File

Place of Birth Mathews County Gabarus Va

Name John L. Gallis

N. C. MANYON,
By direction.

375

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NORFOLK, VA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

U.S. COAST GUARD
FEB - 6 1940
NORFOLK DISTRICT

Tabernacle Va.
(Station, Depot, or Vessel)

Feby. 5, 1940

Commander U.S. Coast Guard -
Norfolk District -
Norfolk, Va.

Supt.
Asst Supt.
Chief Clk.
Asso Engr.
Asst Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Purchasing
Personnel
Cost Kpg.
Prop. Clk.
Stenog
Messenger
File

Sir,

Owing to so much ice I have not been able to get to the Station. I looked after the boat every day & made several attempts to get away. But found it impossible. I sent a telegram on the 27th. of Jan. that I could not get to the Station. Then on the 29th I sent a letter concerning same. I have been expecting an answer from the office but so far have not received any. I have been wondering why another keeper were not sent to go to Portsmouth Depot and I wasn't.

Very Respt.
John L. Callis
asst. Keeper York Spit L. H.

Phoned him 2/10/40
to rep. Yorktown
wkf: 2/12 & ret.
to Sta. Inst.

375

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NORFOLK, VA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

U.S. COAST GUARD
FEB -2 1940
NORFOLK DISTRICT

FIFTH DISTRICT
York Spit L.V.
(Station, Depot, or Vessel)

Commander Norfolk District, Jan. 31, 1940
U. S. Coast Guard,
Norfolk, Va.

Sir;

It is impossible for me to get to the Station owing to so much ice. I am driving about five miles every day. Looking after the L. V. boat.

Very Respt.
John L. Cahill.
Asst. Keeper York Spit.

Supt.
Asst Supt
Chief Clk
Assn Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Junio- Engr.
Hydrog.
Accounts
Purchasing
Personnel
Cost Kpg.
Prop. Clk.
Storeg.
Messenger
File

Tell him to send a telephone
when which we can get him

2

Tabernacle Ga
27 1 11

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NORFOLK, VA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LL:PL

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
NORFOLK, VA.

September 14, 1938.
May 6, 1938.

Commanding Officer,
Tender [illegible].

SERVICE RECORD

1. This office regrets to advise that the Civil Service Commission has declined to [illegible] Civil Service status to James E. Callis, Quartermaster on your vessel, by reason of the fact that he has an eye affliction which would bar him therefrom.

2. However, Mr. Callis will be retained in his present position as heretofore. Please advise him accordingly.

From	To	Position	Vessel	Monthly Pay
8/16/25	9/13/25	Seaman	Orchid	$62.50
9/14/25	2/28/26	Quartermaster	Orchid	70.00
3/1/26	6/30/26	Quartermaster	Orchid	75.00
7/1/26	Present Time	Quartermaster	N. C. Orchid	77.50

[illegible]
Superintendent of Lighthouses.

Certified Correct:

W. L. Rebbel,
Chief Clerk, 5th Lighthouse District.

WLR:MCB

September 14, 1938.

Commanding Officer,
Tender ORCHID.

1. This office regrets to advise that the Civil Service Commission has declined to grant a classified Civil Service status to James E. Callis, Quartermaster on your vessel, by reason of the fact that he has an eye affliction which would bar him therefrom.

2. However, Mr. Callis will be retained in his present position as heretofore. Please advise him accordingly.

N. C. Manyon,
Superintendent of Lighthouses.

STANDARD FORM NO. 6
(Approved by the President 3/28/24)
Revised Dec. 5, 1929

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

Department or Establishment Light House Dept **Date** June 7/1937

1. Name in full (Mr., Miss, or Mrs.) Baltis James Edward
   (Surname) (Given name) (Middle name)
2. Present address Light House Dept Portsmouth
   (Number) (Street) (City) (State)
3. Legal (voting) residence Virginia Matthews
   (State and Congressional District) (County) (City or town)
4. Where born Virginia Matthews County When born Dec 12 1884
   (State or foreign country) (City or town) (Month Day Year)
5. If foreign-born, state whether naturalized or alien
6. Indicate sex, marital condition, and race by check, thus: √ If Mrs., state other names under which previously employed.

SEX		MARITAL CONDITION				RACE. (If other, state which)		
Male √	Female	Single	Married √	Divorced	Widowed	White √	Colored	

7. Number and ages of dependents domiciled with you Wife 61 Sarah 19
8. A complete record of your past service for the United States Government other than military or naval:

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
				Month	Day	Year	Month	Day	Year

9. Are any members of your family, who are domiciled with you, in the U. S. Government service? If so, state below:

NAME	POSITION AND DEPARTMENT OR OFFICE IN WHICH EMPLOYED	RELATIONSHIP
None	Position Department or office	
	Position Department or office	
	Position Department or office	

10. Do you now hold any State or municipal office? If so, state below:
    (Title) (Location) (Date appointment expires)
11. Are you the wife of a disabled veteran or widow or orphan of a person who was in the military or naval service?
    (Wife, widow, or orphan) (Name of veteran) (Organization and last year of service)
12. Military and naval record. If any, check (√) to indicate branch and other information, and give dates of enlistment and discharge:

None √	Army	Navy	Marine Corps	Coast Guard	War veteran	Pensioner	Veterans' Bureau beneficiary

Enlisted ..... Discharged .....
Rank ..... Rank .....
Organization ..... Organization .....

Enlisted ..... Discharged .....
Rank ..... Rank .....
Organization ..... Organization .....

[OVER]

13. State any special qualifications not involved in your present position (for instance, lawyer, physician, civil engineer, knowledge of foreign languages, etc.) None

14. Statement of principal employment other than with the United States Government:

NAME AND ADDRESS OF EMPLOYER	POSITION AND CHARACTER OF WORK	LENGTH OF SERVICE
New York Philadelphia Norfolk Railroad	Fireman	18 months
Linin Fitch Co	Seaman	2 years
Jabez Hudgins	Farmer	3 years

15. Education. Indicate by circling the number of years:

Common school	High school	College	(Name of college, degrees, and dates conferred)
1 2 3 4 (5) 6 7 8	1 2 3 4	1 2 3 4	

16. In case of emergency, notify Mrs James E Gallis

Relationship Wife Post office address Onathenia County Va

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

(Name as usually written and which will be used as official signature)

U. S. GOVERNMENT PRINTING OFFICE 10—1930

Ragged Pt.
375

72

UNITED STATES COAST GUARD

INDIVIDUAL RECORD OF ABSENCE FOR THE YEAR 19[redacted]3

EMPLOYEE: CALLIS, James E. [redacted] OATH _____, 19__ SALARY: $_____

ACCUMULATED LEAVE
ANNUAL: 21 DAYS 6 HRS. — MIN.
SICK: 90 DAYS — HRS. — MIN.

Day of Month	JANUARY D.	JANUARY H.	JANUARY M.	FEBRUARY D.	FEBRUARY H.	FEBRUARY M.	MARCH D.	MARCH H.	MARCH M.	APRIL D.	APRIL H.	APRIL M.	MAY D.	MAY H.	MAY M.	JUNE D.	JUNE H.	JUNE M.
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2																		
3		8																
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31																		
TOTAL	4	18	—	5	23	—	4	23	—	8	—	—	7	—	—	6	—	—
Aggregate	4	18	—	10	17	—	15	16	—	23	16	—	30	16	—	36	16	—

Day of Month	JULY D.	JULY H.	JULY M.	AUGUST D.	AUGUST H.	AUGUST M.	SEPTEMBER D.	SEPTEMBER H.	SEPTEMBER M.	OCTOBER D.	OCTOBER H.	OCTOBER M.	NOVEMBER D.	NOVEMBER H.	NOVEMBER M.	DECEMBER D.	DECEMBER H.	DECEMBER M.
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TOTAL	6	—	—	5	—	—	5	—	—	6	—	—	5	—	—	5	—	—
Aggregate	42	16	—	47	16	—	52	16	—	58	16	—	63	16	—	68	16	—

GPO : 16—31871-1

ENTER SICK LEAVE IN RED INK

SICK: 12 DAYS — HRS. — MIN.

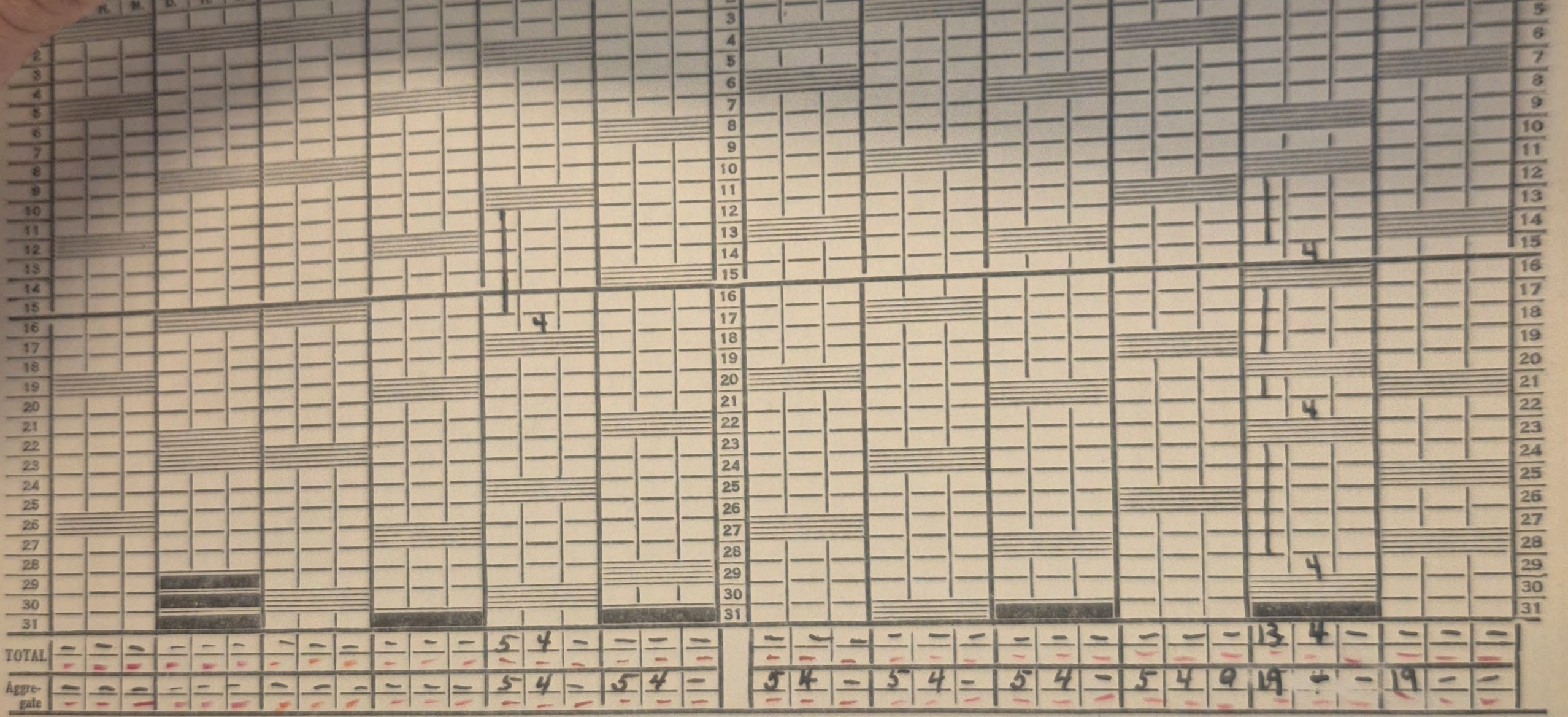
Month	JANUARY D.	JANUARY H.	JANUARY M.	FEBRUARY D.	FEBRUARY H.	FEBRUARY M.	MARCH D.	MARCH H.	MARCH M.	APRIL D.	APRIL H.	APRIL M.	MAY D.	MAY H.	MAY M.	JUNE D.	JUNE H.	JUNE M.	JULY D.	JULY H.	JULY M.	AUGUST D.	AUGUST H.	AUGUST M.	SEPTEMBER D.	SEPTEMBER H.	SEPTEMBER M.	OCTOBER D.	OCTOBER H.	OCTOBER M.	NOVEMBER D.	NOVEMBER H.	NOVEMBER M.	DECEMBER D.	DECEMBER H.	DECEMBER M.
TOTAL	—	—	—	—	—	—	—	—	—	5	4	—	1	8	—	4	11	—	6	—	—	6	7	—	3	16	—	4	18	—	3	21	—	5	1	—
Aggregate	—	—	—	—	—	—	—	—	—	5	4	—	6	12	—	10	23	—	16	23	—	23	6	—	26	22	—	31	16	—	35	13	—	40	14	—

TR. RAGGED Pt 5-1-42

GPO 16—8896-1

ENTER SICK LEAVE IN RED INK

31 Days 6 Hrs.
9022



| | | |