'26 FEB 23 AM 8:57:34

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

Date: 02/13/2026

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
Casey, John, W.		1860 NC

MILITARY SERVICE

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

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

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

Date & Place of Death: 1923

State of Residence (upon entry into service):

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

Researcher Signature: [signature]

CIVILIAN SERVICE

(Agency & Location)		
Lighthouse Service (MD/VA) 5th	From: 1919	To: 1923
(Agency & Location)	From:	To:
(Agency & Location)	From:	To:

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

This Space Intentionally Left Blank

STAFF USE ONLY

Appointment Time and Date:

Additional Researchers: ☐ Yes ☐ No

CMRS Service Request Number: C-00070 49457

CMRS Search Request Number(s):

Attendant Signature:

Remarks: '26 MAR 6 AM 10:37:29

1-file/1-copies

SCREENING NOTES

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

Hold Requested: ☐ Yes ☐ No

Total Requests:

Screened Items:

☐ Additional charge outs and signatures on reverse side

Time Out:

Final Return:

John W. Casey

LEGAL RESIDENCE.
North Carolina

INACTIVE

John W. Casey

STATUS

TEMPORARY. Employment approved as Asst. Asst Kpr - period Jan 1. - Jan 31. 1917 incl.

DESIGNATION	SALARY	BUREAU OR OFFICE	DATE OF EFFECT OF ACTION AUTHORIZED
Asst. Asst. Kpr. TEMPORARY. Reserve Ins	$516.	L.H.	Feb 1. 1917
Croatan L.S. ale N. C. Last day served Feb 28. 1917			
Add'l Keeper (Prob) 5th Dist Atl. Coast	$600	L.H.	Jan 7, 1919.
Keeper Point No Point L.A. Md.	780	"	Jan 16, 1919
" (Trans) Cove Point L.A. Md.	$660	"	Jan 1, 1920
" (") Deep Water Shoals L.A. Va.	720	"	May 6, 1920
Died Aug 16. 1923.			

INACTIVE

Form 73

NOMINATION

REOM

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FOURTH DISTRICT JAN 31 1917

OFFICE OF LIGHTHOUSE INSPECTOR, 5th DISTRICT,

Received Baltimore, Md., (City.) Jan. 24, (Date.) 191 7

FOURTH DISTRICT, JAN 25 1917 Received

THE COMMISSIONER OF LIGHTHOUSES:

(Through Secretary, Fourth Civil Service District)

Action recommended, Temporary appointment

Name, John W. Casey * Legal residence, N. C.

Position, Additional assistant keeper Salary, $516. p.a.

Location, Croatan Light Station and Collington Island Shoal Light, N.C. Appropriation, Salaries, Keepers of Lighthouses.

Effective Feb. 1, 1917 ~~the actual date of entrance on duty, or as soon thereafter as he enters on duty.~~

LIGHT FEB 1 1917 HOUSES

CHIEF CLERK FEB 1 191 5

APPOINTMENT DIVISION NECESSARY AUTHOR TAKEN FEB 2 - 1917 DEPARTMENT OF COMMERCE

Former position, None, appointive capacity, this service. Former salary,

Location,

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

No other eligible considered. Nomination in accordance with Reg. VIII, Sec. 3, sub-paragraph 4, Civil-Service Regulations for the Lighthouse Service.

Previous incumbent, (New position) Services terminated,

Reason, TEMPORARY.

Members of family in Government Service, Unknown; have written for the information, which will be communicated as soon as practicable.

Remarks: Appointment to be for a period not to exceed thirty days. If services of an addl. asst. kpr. are required for a longer period, nomination will be submitted from eligible list.

* No papers sent.

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

JAN 31 1917

L. J. Fisher

Secretary, FOURTH Civil Service District.

WASHINGTON, D. C.

King

Lighthouse Inspector.

McC.
2 inclosures.

BUREAU OF LIGHTHOUSES
WASHINGTON

February 1, 1917.

Submitted to the Secretary of Commerce, approved.

It is recommended that the temporary position of additional assistant keeper, at $516 per annum, be authorized for the Croatan Light Station, etc., N.C., for a period not to exceed one month, effective February 1, 1917. It is further recommended that the employment of John W. Casey as additional assistant keeper of the above referred to station be authorized for the period from January 1 to 31, 1917, inclusive, attention in this connection being invited to inclosed correspondence from the Fifth Inspector, dated Jan. 24th, in regard to this matter.

February 1, 1917.

APPROVED:

E. F. Sweet

Assistant Secretary.

W. D. Conway

Acting Commissioner

11—2314

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FOURTH DISTRICT, JAN 31 1917

FOURTH DISTRICT, JAN 25 1917 Received

OFFICE OF INSPECTOR, 5TH DISTRICT
BALTIMORE MD

LIGHT HOUSES FEB 1 1917

REOM.
Inclosures.
Croatan L.S. and Collington Island Shoal Light, N.C.
Sickness of asst. kpr. Gallop, etc.

Jan. 24, 1917

Commissioner of Lighthouses, Washington, D.C.
(Through Secretary, Fourth Civil Service Dist.)

The Bureau is informed that at noon, Nov. 20, 1916, asst. keeper Peter G. Gallop, Croatan L.S. and Collington Island Shoal Light, N.C. was compelled to leave station on account of sickness and has not yet returned to duty. His physician's certificate is attached.

Mr. Gallop furnished substitute during Nov. and Dec, 1916 at his own expense and still has substitute at the station.

It is recommended that he be granted 60 days leave without pay from the beginning of Jan. 1, 1917 and that the temporary position of additional assistant keeper at $516. per annum be authorized for this station pending the return to duty of asst. keeper Gallop, effective Jan. 1, 1917 and John W. Casey, who has been serving as substitute for Mr. Gallop during the month of January be employed in such position, Jan. 1 to 31 inc., 1917 and assigned to duty therein under temporary appointment beginning Feb. 1, 1917. Nomination of Casey herewith.

King
Lighthouse Inspector.

AL. FIELDS, M. D.

PHONE 293

HOURS: 10 TO 1--4 TO 6

DRS. FIELDS & GATES

SUITE 605-09 NEW MONROE BLDG.

GRANBY STREET

~~NORFOLK, VIRGINIA~~

FRANKLIN P. GATES, M. D.

Radiography
X-Ray Diagnosis
X-Ray Therapeutics
Internal Medicine
and Electro-Therapeutics

FOURTH DISTRICT, JAN 31 1917 Received

JAN 25 1917 Received

LIGHT HOUSES FEB 1 1917

L. H. INSPECTOR JAN 24 1917 BALTIMORE MD.

Manteo, N.C.

January, 22, 1917.

FOR THOSE WHO ARE CONCERNED.,

This is to apprise the department and Light House Inspector at Baltimore Maryland: That Light House Keeper Peter Gallopp, of the Croetan Light House, sent for me to visit him during a spell of sickness on the 24th, day of Nov, 1916. I found him suffering with general senile debility, Arterioses (Sclero) of blood vessels and weak heart. His digestion was very poor and urine showed hyperacidity and scant in quantity.

His lower limbs were almost immobil, and one side from neck to foot almost useless from an old hurt received at the Light House several yeers since.

I have been attending him ever since the above date at times and he is now suffering with the same conditios only very much modified. He is so he can sit up and move around the house but he still has vertigo and general debility.

L. H. INSPECTOR JAN 30 1917 BALTIMORE MD.

Respectfully,

Franklin P. Gates M.D.

Inspector
Chief Clerk
Superintendent
1 A. Supt.
2 A. Supt.
3 A. Supt.
Draftsman
Mechanician
Foreman
Accounts
Hydrographer
Ordering
Personnel
Cost Keeping
File Clerk
Messenger
File

Hydrog.
Engr. Cons.
Mar. Engr.
Personnel
Accounts
Contracts
Chf. Clk.
Dep. Commr.
Commr.

McC.

Peter G. Gallop,
leave without pay.

February 1, 1917.

Secretary of Commerce:

The Bureau recommends that Peter G. Gallop, assistant keeper in the Lighthouse Service, assigned to duty at the Croatan Light Station, etc., N. C., be granted not to exceed 2 months' leave without pay, effective beginning January 1, 1917, because of personal illness, attention being invited to correspondence from the Fifth Inspector of January 24, 1917, in this case, submitted to the Department by Bureau indorsement of today on nomination of the Fifth Inspector of January 24th, in the case of John W. Casey.

By direction of the Commissioner:

T. S. Clark

Chief Clerk.

GENERAL APPOINTMENT-FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

February 2, 1917.

February 2, 1917.

Mr. John W. Casey,
Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, as a helper of the [illegible] service at the rate indicated, effective the date indicated.

Commissioner of Lighthouses:

In accordance with the Bureau's recommendation of the 1st instant, the Department hereb grants two months' leave without pay to Peter G. Gallop, assistant keeper of Croatan Light Station and Collington Island Shoal Light, North Carolina, at $516 per annum, effective beginning January 1, 1917.

In this connection the Department has to state that it has approved the employment of John W. Casey as additional assistant keeper of the above-mentioned station for the period from January 1 to 31, 1917, inclusive, as recommended by the Bureau in its endorsement of the 1st instant on the Fifth Inspector's nomination of January 24, 1917, and has also issued an appointment to Mr. Casey as additional assistant keeper for a period not to exceed one month, beginning February 1, 1917.

CARDED.

[SIGNED] E. F. SWEET

Assistant Secretary.

APPOINTMENT DIVISION ENTERED FEB 3 - 1917 DEPARTMENT OF COMMERCE

C-L

GENERAL APPOINTMENT-FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

February 2, 1917.

Mr. John W. Casey,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, ~~Additional Assistant Keeper of Croatan Light Station~~ and Collington Island Shoal Light, North Carolina, in the ~~Lighthouse Service~~ at a salary of ~~Five Hundred and Sixteen~~ dollars per ~~annum~~, effective February 1, 1917.

Your appointment will continue for a period not to exceed one month.

CHANGE REPORTED
FEB 1917
C. S. COMMISSION.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS.

Chief of Appointment Division.

L
C

CARDED.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: New position.

Legal Residence: North Carolina.

APPOINTMENT DIVISION ENTERED
FEB2 - 1917
IN JOURNAL
DEPT OF COMMERCE

No. 10½—PROBATE—CERTIFYING JUSTICE OF THE PEACE TO ANOTHER COUNTY.—Edwards & Broughton, Printers, Raleigh.

STATE OF NORTH CAROLINA,

Per

} ss.

County.

APPOINTMENTS MAR 7 - 1917

L. H. INSPECTOR FEB 19 1917 BALTIMORE, MD.

LIGHT HOUSES FEB 24 1917

CHIEF CLERK MAR

The foregoing Certificate of L. D. Farrington

Justice of the Peace of Dare County, is adjudged to be correct; and

I, R. M. Jennett, Clerk of the Superior Court of said County, do

hereby certify that L. D. Farrington was, at the time of signing the foregoing

certificate, a Justice of the Peace in and for the County of Dare,

and State of North Carolina, and that his signature thereto is in his own proper handwriting.

IN WITNESS WHEREOF, I hereunto subscribe my name and affix my official seal, this 10th day of Feby A. D. 1917.

R. M. Jennett

Clerk Superior Court.

	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present: Addl. Asst. Kpr., Croatan L.S. etc., N.C.	$516.per an.	Croatan Light Station and Collington Island Shoal Light, N.C.
Former: None, this service.		

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

REOM CARDED.

OFFICE OF LIGHTHOUSE INSPECTOR, 5th DISTRICT

Baltimore, Md., (Address) Feb. 23, 1917 (Date)

The above-named appointee entered upon duty on Feb. 1, 1917 (Date)

H. D. King

(Signature followed by title)

Lighthouse Inspector

Inspector
Chief Clerk
Superintendent
Asst. Supt.
Asst. Supt.
Mechanic
Assistant
Assistant
Order Clerk
Personnel
Cost Keeping
File Clerk
Messenger
File

1. Insert here "swear" or "affirm," as the case may be.
2. Insert here "sworn to" or "affirmed," as the case may be.
3. The oath may be taken any time after the date of appointment and prior to the payment of compensation, but no compensation shall be paid until the oath is executed in proper form.
4. This oath should be taken before a justice of the peace, notary public, judge, clerk of a court, or any other officer having authority to administer oaths, but never before a collector of customs, as he has no power to administer oaths in such cases. In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk.
5. Give this information in all cases where new oath is required.
6. Failure to fill out this oath properly will result in its return for correction.

11—944

MAR 7 - 1917

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

L H INSPECTOR FEB 19 1917 BALTIMORE MD.
LIGHT FEB 24 1917 HOUSES
CHIEF CLERK MAR 7 1917

I, John W. Casey

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

☞ John W. Casey (Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this[3] Feb 10 day of February, A. D. 1917

(Affix official seal here) Seal

[4](Name) L D Gardner Jr

(Official title) Justice of the Peace

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present: Addl. Asst. Kpr., Croatan L.S. etc.; N.C.	$516.per an.	Croatan Light Station and Collington Island Shoal Light, N.C.
Former[5]: None, this service.		

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

REOM CARDED.

Office of Lighthouse Inspector, 5th District

Baltimore, Md., (Address), Feb. 23, 1917 (Date)

The above-named appointee entered upon duty on Feb. 1, 1917 (Date)

H. D. King (Signature followed by title) Lighthouse Inspector

Inspector ✓
Chief Clerk
Superintendent
1 A. Supt.
2 A. Supt.
3 A. Supt.
Draftsman
Mechanician
Assistant
Executive
Correspondence
Order Clerk
Personnel
Cost Keeping
File Clerk
Messenger
File

[1] Insert here "swear" or "affirm," as the case may be.
[2] Insert here "sworn to" or "affirmed," as the case may be.
[3] The oath may be taken any time after the date of appointment and prior to the payment of compensation, but no compensation shall be paid until the oath is executed in proper form.
[4] This oath should be taken before a justice of the peace, notary public, judge, clerk of a court, or any other officer having authority to administer oaths, but never before a collector of customs, as he has no power to administer oaths in such cases. In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk.
[5] Give this information in all cases where new oath is required.
Failure to fill out this oath properly will result in its return for correction.

11—944

MAR 7 - 1917

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FOURTH DISTRICT,
FEB 14 1917
Received

OFFICE OF INSPECTOR, 5TH DISTRICT
BALTIMORE, MD.

LIGHT
FEB 15 1917
HOUSES

REOM.

Croatan L.S. and Collington Island Shoal Light, N.C.:
re Form 73 of Jan. 24, 1917 in the case of John W.
Casey.

Feb. 13, 1917

APPOINTMENTS
FEB 23 1917

CHIEF CLERK
FEB 23 1917
5

Commissioner of Lighthouses, Washington, D.C.
(Through Secretary, Fourth Civil Service District)

Referring to Form 73 of Jan. 24, 1917 nominating John W. Casey for the position of Additional Assistant Keeper at $516. p.a., Croatan L.S. and Collington Island Shoal Light, N.C., effective Feb. 1, 1917, particularly, to remarks opposite item,"Members of family in Government Service," it is requested that this form be amended to show that Mr. Casey has no relatives now in the employ of the U.S.Government.

This information could not be furnished sooner by this office owing to delays in communication and failure of the principal keeper to report fully in answer to questions of this office pertinent to Mr. Casey's nomination.

In the absence and by direction of the Inspector,

Hawkinson
Supt., L.S.

Bureau of Lighthouses, Washington
FEB 19 1917

Submitted to Secretary of Commerce for his information.

W.B. Bowerman
acting Commissioner.

File

L. H. INSPECTOR FEB 19 1917 BALTIMORE MD.
LIGHT FEB 24 1917 HOUSES
CHIEF CLERK FEB 26 1917
APPOINTMENTS FEB 26 1917

Per

PERSONAL QUESTION SHEET

DEPARTMENT OF COMMERCE
OFFICE OF THE SECRETARY
WASHINGTON

MARCH 5, 1913.

To the CHIEFS OF BUREAUS OF THE DEPARTMENT OF COMMERCE:

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

William C. Redfield
Secretary.

PART I.

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

CARDED.

1. What is your full name? (State whether Mr., Miss, or Mrs. and spell out names in full, including middle name or names. Example: Mr. John Richard Roe. If name itself is merely a letter, it should be so stated.)

John William Casey

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

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

Manteo, (City or town.) North Carolina, (State or Territory.) Dare, (County.) First. (Congressional district.)

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

5. Where were you born? Beaufort County, North Carolina.

6. When were you born? July (Month.) 13 (Day.) 1860 (Year.)

Inspector
Chief Clerk
Superintendent
1 A. Supt.
2 A. Supt.
3 A. Supt.
Draftsman
Mechanician
Foreman
Accountant
Hydrographer
Ordering
Personnel
Cost Keeping
File Clerk
Messenger
File

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

Samuel N. Casey, | | Name. | Number and street.

Manteo, | N. C. | City or town. | State or Territory.

8. Are there any members of your family, besides yourself, in the civil service of the United States? No.

(If answer is "Yes," give in blank spaces below the information called for by the headings.)

Name.	Relationship.	Department.	Bureau or Service.	Position.

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

No.

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

None except eyesight, which is mostly corrected by glasses.

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

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.
No.					

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

Justice of the Peace, fees.

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

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
No.			

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

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
No.			

15. Are you the widow or orphan of an honorably discharged soldier or sailor? No. (If answer is "yes," give the information called for by the blanks below.)

Relationship (widow or orphan) ———

Name under which soldier or sailor rendered service ———

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

11—1434

16. What was your occupation prior to entering the United States civil service? (It is intended that the answer to this question shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service indicated in answer to questions 11, 12, 13, and 14.)

Machinist and engineer.

17. What education have you received? (Indicate the grades of schools you have attended, and, in case you have attended schools of higher grade than high schools, give the institution, degrees received, and date in each case. Example: Public school; high school; business college; Cornell University, A. B., 1900; Columbia University, LL. B., 1903.)

Common school.

16. What was your occupation prior to entering the United States civil service? (It is intended that the answer to this question shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service indicated in answer to questions 11, 12, 13, and 14.)

Machinist and engineer.

17. What education have you received? (Indicate the grades of schools you have attended, and, in case you have attended schools of higher grade than high schools, give the institution, degrees received, and date in each case. Example: Public school; high school; business college; Cornell University, A. B., 1900; Columbia University, LL. B., 1903.)

Common school.

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

Machinist.

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

None.

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

No. Typewritten by O. J. Jones, Manteo, N. C.

21. State the date upon which the above blanks were filled. February 10, 1917., 191

Witness: O. J. Jones
In case signature is by mark.

(Signature) John W. Casey

P. O. Address: Manteo, N. C.
City or town.

Number and street.

N. C.
State or Territory.

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

RECM

Reviewed, approved, and forwarded Feb. 23, 1917

(Signature) H. D. King

(Official title) Lighthouse Inspector 7th

11—1434

Copy--RECOM.

PART II.

(Part II should be executed by the executive officer of the Bureau of the Department to which the employee is assigned or by some authorized official who can give the information desired. If unable to answer any question, indicate that fact.)

1. State the Bureau or Service, place, and district in which the person who answered the foregoing questions is employed:

Lighthouse (Bureau or Service.) Croatan Light Station and Collington Island Shoal Light, N.C. (Place (city, town, station, or vessel).) 5th (District.)

2. To what position has he been appointed? Additional Assistant Keeper of Croatan L.S. and Collington Island Shoal Lt.,N.C.

3. State the date of appointment. Feb. 2, 1917

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

Feb. 1, 1917

5. State the date of the oath. Feb. 10, 1917

6. State the date the employee entered on duty. Feb. 1, 1917

7. What is his salary? At the rate of $516. p.a.

8. From what appropriation is he paid? "Salaries, Keepers of Lighthouses"

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

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

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

without examination--emergency appointment

12. Is the employee required to give bond? No

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

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

Reviewed, approved, and forwarded to the Department.

(Signature) W. D. King.

(Official title) Lighthouse Inspector

Date: Feb. 23, 1917

11—1434

Form 213 B

Per

Report of expiration of temporary appointment.

LIGHT HOUSES MAR 6 1917

CHIEF CLERK MAR 8 1917 5

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

MEMORANDUM.

This temporary appointment expires by limitation. No payment or compensation should be made if the temporary employe is permitted to serve beyond the period herein specified, unless authority for an extension of such period is granted by the Department.

The following blank spaces should be filled in at once after the services of the employee have been discontinued, and this form promptly mailed to the Bureau. If the services of the temporary employe are required after the expiration of the first appointment, nomination for an extension thereof should be submitted on Form 73, accompanied by a statement on the nomination, under "Remarks," showing the necessity for said extension. See the Regulations, 1914, par. 443.

APPOINTMENT MAR 8 1917

Name of employee **John W. Casey** Legal residence **N. Carolina**

Designation **Additional Assistant Keeper of Croatan Light Station and Collington Island Shoal Light, North Carolina.** Compensation **$ 516. p.a.**

Place of employment **Croatan Light Station and Collington Island Shoal Light, North Carolina.**

Date of appointment **February 2, 1917 for a period not to exceed one month.**

Last day of service under above appointment: Feb. 28, 1917

APPOINTMENT DIVISION ENTERED MAR 9 - 1917 BUREAU OF LIGHTHOUSES DEPT OF COMMERCE

CARDED

(Signature)

March 5, 1917 (Date)

Lighthouse Inspector 2d (Title)

Bureau of Lighthouses
March 7, 1917.

Submitted to the Secretary of Commerce for his information.
By direction of the Commissioner:

I S Clark

Chief Clerk.

Mec
TC

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

MEM

5

FOURTH DISTRICT
DEC 2-1918
Received

OFFICE OF ~~LIGHTHOUSE INSPECTOR~~ Superintendent Fifth DISTRICT.

Baltimore, Md. (City.) November 30, 1918. (Date.) 191

THE COMMISSIONER OF LIGHTHOUSES:
(Thro' Sec'y 4th Civil Service District)

Prov. appt

Action recommended, Appointment, Additional Keeper

Name, John W. Casey

Legal residence, N.C.

Position, Additional Keeper

Salary, $ 600. p.a.

Location, Wherever needed, 5th District

Appropriation, Salaries, Keepers of Lighthouses

Effective December 5, 1918

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

Former position, None

Former salary,

Location,

Rank on eligible list, 2 Rating, Asst. Kpr. Percentage, 83. , Other eligibles considered:

Nathaniel Bradford -86. -C
Ernest Lee Jones - 81. -D - Ans. "Cannot accept"

Thomas W. Williams

Previous incumbent, (New position)

~~Augustus E. Midgett~~

Services terminated,

Reason,

Members of family in Government Service, Son - Coast Guard

Remarks: Add'l Keeper needed at this time to relieve Asst. Keeper, Hooper Straits L.S., who has requested two months' leave without pay. Bradford considered a/c proximity to this L.S., Casey as he stated preference for L.S. in Va., and Jones a/c proximity to L.S. Services of nominee are needed as early as possible.

Selection regular, subject to the action of the
U. S. Civil Service Commission, 12/5 , 1918

L-H-Fisher 4th.
Secretary, Civil Service District.

H. D. King
Supt. of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

DEC 9 - 1918

Submitted to the Secretary of Commerce, approved.

APPOINTMENT DIVISION
DEC 10 1918
DEPARTMENT OF COMMERCE

1918 DEC 9 PM 1 07

Conway
Acting Commissioner

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

11—2314

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

December 10, 1918.

Mr. John W. Casey,

Through the Commissioner of Lighthouses.

Sir:

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

By selection from certificate of eligibles (No. ---) issued by the Local Civil Service Board for the Firth Lighthouse District.

CARDED

By direction of the Secretary:

Respectfully,

(Signed) Clifford Masters

Chief of Appointment Division.

Ho
F

Appropriation Salaries, Keepers of Lighthouses.

Vice Thomas W. Williams.

Legal Residence North Carolina.

(See reverse side.)

APPOINTMENT DIVISION ENTERED DEC 11 1918 DEPT. JOURNAL DEPT. OF COMMERCE

11—5080

Form 111

APPOINTMENTS FEB 11 1919

5

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)[illegible]

FEB 11 1919

LIGHT HOUSES FEB 11 1919

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

APPOINTMENTS

I, John W. Casey

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

1919 FEB 11 PM 2 52

CHIEF CLERK

1919 FEB 11 PM 2 36

John W. Casey

(Appointee signs here)

[2] Sworn (See below) and subscribed before me, this [3] 7th day of January, A. D. 1919

(Affix official seal here)

[4] (Name) F. C. Trufflead

(Official title) Chief Clerk 5th Lighthouse Dist

My commission expires

Official Title	Rate of Pay (base)	Name of Station, Vessel, or Place of Employment.
Present Keeper	$ 600. p.a.	Additional Keeper, Md.
Former [5] None	----------	----------

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

Office of Lighthouse Inspector, Supt. Fifth District

Baltimore, Md. (Address), February 10, 1919 (Date)

CARDED

The above-named appointee entered upon duty on January 7, 1919 (Date)

H. D. King

(Signature, followed by title) Supt. of Lighthouses

C. S. REPORT DATA ENTERED

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

[2] Insert here "sworn to" or "affirmed," as the case may be.

[3] The oath may be taken any time after the date of appointment and prior to the payment of compensation, but no compensation shall be paid until the oath is executed in proper form.

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

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

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

11—944

Form 73

NOMINATION

MEM.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT JAN 9 1919 HOUSES

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

Baltimore, Md. (City.) January 8, 1919 (Date.), 191

THE COMMISSIONER OF LIGHTHOUSES:

CHIEF CLERK

Action recommended, Transfer and promotion, probationary appointment.

Name, John W. Casey — Legal residence, N.C.

Position, Keeper — Salary, $ 780. p.a.

1919 JAN 16 AM 11 21

Location, Point No Point L.S., Md. — Appropriation, Salaries, Keepers of Lighthouses

Effective January 16, 1919 — {'~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Additional Keeper — Former salary, $ 600. p.a.

Location, Wherever needed. Is at Hooper Island L.S., Md.

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

APPOINTMENTS

1919 JAN 16 AM

Previous incumbent, Albert W. S. Tyler Services terminated, Close of Jan. 15/19

Reason, To be Transferred. (removed) Resigned Jan 15/19 See attached recommendation, in re. Add'l Kpr, Hooper Isld

Members of family in Government Service, None

Remarks: Mr. Casey has had previous Lighthouse Service and is considered satisfactory for position as nominated.

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

H. D. King

Secretary, Civil Service District. Supt. of Lighthouses.

McC.

BUREAU OF LIGHTHOUSES
WASHINGTON

January 16, 1919.

Submitted to the Secretary of Commerce, approved.

1-16-19

1919 JAN 16 AM 11 19

Acting Commissioner.

APPTS ADJUTANTS JAN 16 1919 DEPARTMENT OF COMMERCE

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

11—2314

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

January 16, 1919.

Mr. John W. Casey,

Through the Commissioner of Lighthouses.

Sir:

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

Keeper

in the Lighthouse Service

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

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

(Reappointment by change from Additional Keeper at $600 per annum.)

CARDED

APPOINTMENT DIVISION ENTERED JAN 17 1919 DEPARTMENT OF COMMERCE

By direction of the Secretary:

Respectfully,

(Signed) Clifford Hastings

D
C

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Albert W. S. Tyler.

Legal Residence: North Carolina.

11—3092

Form 111

APPOINTMENTS 5

SUPT. OF LIGHTHOUSES FEB 8 1919 BALTIMORE, MD.

APPOINTMENT FEB 11 1919

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

1919 FEB 11 PM 2 52

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHT HOUSES FEB 11 1919

I, John W. Casey

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

CHIEF CLERK

John W Casey
(Appointee signs here)

1919 FEB 11 PM 2 35

[2] Sworn to (See below) and subscribed before me, this [3] 6th day of February, A. D. 1919

(Affix official seal here)

HUGH F. SMITH NOTARY PUBLIC ST. MARY'S COUNTY, MD.

[4](Name) Hugh F. Smith

(Official title) Notary Public

My commission expires May 20th 1920

Official Title	Rate of Pay (base)	Name of Station, Vessel, or Place of Employment.
Present Keeper	$ 780. p.a.	Point No Point L.S., Md.
Former[5] Add'l Keeper	600. p.a.	Fifth District

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

Supt. 1 A Supt. Chief Cl. 2 A Supt. 3 A Supt. 4 A Supt. Mech. 1 Drafts 2 Drafts Hydrog. Accounts Ordering Personnal Kpg. File Clk. Stenog. Messenger File

CARDED

Office of Lighthouse Inspector, Fifth District

Baltimore, Md. (Address), February 10, 1919 (Date)

The above-named appointee entered upon duty on January 16, 1919 (Date)

H. D. King
(Signature, followed by title)

Supt. of Lighthouses

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

[2] Insert here "sworn to" or "affirmed," as the case may be.

[3] The oath may be taken any time after the date of appointment and prior to the payment of compensation, but no compensation shall be paid until the oath is executed in proper form.

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

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

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

11—944

Form 73

DEC 3 1919 9 AM

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT HOUSES DEC 3 1919

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

Baltimore, Md., December 2, 1919
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

APPOINTMENTS

CHIEF CLERK

Action recommended, Transfer

Name, John W. Casey

1919 DEC 6 PM 4 09

Legal residence, N.C.

Position, Keeper

1919 DEC 6 PM 2 01

Salary, $ 660. p.a.

Location, Cove Point L.S., Md.

Appropriation, Salaries, L.H. Kprs

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

Former position, Keeper

Former salary, $ 780. p.a.

Location, Point No Point L.S., Md.

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

Previous incumbent, James T. Somers

Services terminated, Close of Dec. 31, 1919

Reason, To be transferred

Members of family in Government Service, None

Remarks: Nomination made at mutual request of Mr. Casey and Mr. Somers for exchenge of stations.

JAS 12/8/19

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

King

Secretary, Civil Service District.

Superintendent of Lighthouses.

AKT

BUREAU OF LIGHTHOUSES
WASHINGTON

DEC 4 1919

Submitted to the Secretary of Commerce, approved.

APPOINTMENT DIVISION DEC 10 1919

1919 DEC 5 PM 1 41

Acting Commissioner

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

11—2314

110 NOTICE OF CHANGE IN SALARY
KEEPERS -- LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

M

December 10, 1919.

Through the Commissioner of Lighthouses.
r. John W. Casey,

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

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

780 660

January 1, 1920, or as soon thereafter as you enter on duty at the changed rate of pay.

By direction of the Secretary:

Respectfully,

Acting (SIGNED) H. M. CROSS
Chief of Appointment Division.

CARDED

M
C
5th

APPOINTMENT DIVISION ENTERED DEC 1 0 1919 DEPT OF COMMERCE

U. S. REPORT DATA ENTERED

(Cross Reference)

February 27, 1920, the following named employee of Lighthouses

E. O. D. on the date indicated Jan 1./920 by Lambert

Name J. W Casey

See original letter in the file of Jukins Almstedt.

James C Canady

Form 73

MEM

NOMINATION

MAR 19 1920

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT HOUSES MAR 19 1920

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 5th DISTRICT.

CHIEF CLERK

5

Baltimore, Md. (City.) March 18, 1920 (Date.) 19

1920 MAR 23 AM 8 09

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer

Name, John W. Casey — Legal residence, N.C.

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

Location, Deep Water Shoals L.S., Va. — Appropriation, Salaries, Kprs of Lthouses

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

APPOINTMENTS

Former position, Keeper — Former salary, $ 660. p.a.

Location, Cove Point L.S., Md.

1920 MAR 23 AM 9 48

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

Previous incumbent, Robt. H. Matthews — Services terminated, Close of April 30, 1920

Reason, To be transferred to Great Wicomico River L.S.

Members of family in Government Service, None

Remarks:

108
3/23/20.

APPOINTMENT DIVISION
NECESSARY ACTION TAKEN
MAR 23 1920
DEPARTMENT OF COMMERCE.

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

Secretary, Civil Service District.

Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

MAR 18 1920

Submitted to the Secretary of Commerce, approved.

1920 MAR 22 PM 3 41

Acting Commissioner

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

11—2314

NOTICE OF CHANGE IN SALARY
KEEPERS--LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

March 23, 1920.

Mr. John W. Casey,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 660 per annum to $ 720 per annum, effective May 1, 1920 or as soon thereafter as you enter on duty at the changed rate of pay.

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

By direction of the Secretary:

U. S. REPORT DAY ENTERED

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

CARDED

APPOINTMENT DIVISION ENTERED MAR 24 1920 DEPT OF COMMERCE

Fifth District
S
C

Cross Reference

June 10, 1920, The Lighthouse Bureau, Advuses the Department of the dates of effects. of the following changes.

NAME	Position	SALARY	Nature of Change	Letter Date	Effective date of Change.
Farmer, Jos. D.	Keeper	$960.p.a.	Promotion	3/18/20	5/1/20
Casey, John W.	"	$720."""	Transfer	3/23/20	5/1/20
Johnson, Geo.O.	W	$720 " "	"	4/21/20	5/1/20
Quddley, D.M.	"	$960 " "	Promotion	5/19/20	5/25/20
Groom, H.C.	""	$140 " "	Transfer	5/18/20	5/16/20
Twiford, J.T.	"q	1080 " "	"	5/18/20	5/16/20
Matthews, R.H.	"	720 " "	Form 73-A	3/15/20	5/1/20

See file of Farmer, Jos. D.

Cross reference.

February 14, 1923, The Bureau of Lighthouses advises the Department that John W. Casey, Asst. Keeper, Deep water Shoals Lighth Station accrued during the year a total of 96 days and was absent on leave a total of 97 dys 20,hou s. In the opinion of this office Mr. Casey has been somewhat too anxious to take advantage of every last minute of leave due him and has not left himself sufficiant leeway to provide against inevtiable dalays. It is accordingly recommended that deduction of 2 daysbe made from Mr. Casey's Feb February pay check .Although his absence in Novenber exceeded 9 days at one time and this office is authorized to charge double time for absences in excess of 8 days, it is recommended that no such double chargge be made in this instance on account of enclosed prompt and vlountary reporr from Mr. Casey.

See file T. G. Wise.

DEC 8 1922 BALTIMORE, MD.

Deepwater Shoal
Lee Hall Va

Supt of Light Houses Baltimore Md

On my return from home I was taken
in now a Sharp new blow kept me
from going off to the station on the 8th
day but reported next day

yours respectfully

J. W. Casey
ast Kpr Lee Hall Va

cc. Have charged this
man double time for over
8 days as he did not
report this until after
leave was taken.

P.K. Md 12/6.

This OKB 12/6/22

Sup
1 A
Chief Cl.
2 A Supt.
3 A Supt.
4 A Supt.
Mech.
1 Drafts
2 Drafts
Hydrog.
Accounts
Ordering
Personnel
Cost Kpg.
File Clk.
Stenog.
Messenger
File

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

IGA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES

1923 AUG 10

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
BALTIMORE, MD.

August 9, 1923

DEPARTMENT OF COMMERCE
AUG 13 1923
APPOINTMENT DIVISION

CHIEF CLERK

1923 AUG 11 PM 12 33

Commissioner of Lighthouses,
Washington, D. C.

Subject: Leave without pay, John W. Casey.

1. The Bureau is advised that John W. Casey, Assistant Keeper of Deep Water Shoals Light Station, has been granted three months leave without pay beginning Augustl, 1923, on account of illness.

W. D. King
Superintendent of Lighthouses.

CARDED

Bureau of Lighthouses, Washington
AUG 11 1923

Submitted to Secretary of Commerce for his information

H. B. BOWERMAN
Acting Commissioner of Lighthouses

CHIEF CLERK

Form 93
ICA

NOTICE OF RESIGNATION OR DEATH

1923 AUG 27 AM 11 41 LIGHTHOUSES

DEPARTMENT OF COMMERCE

1923 AUG 22 AM 8 25

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth District.

1923 AUG 25 AM 8 18 LIGHTHOUSES

Baltimore, Md., August 21, 1923. , 19

COMMISSIONER OF LIGHTHOUSES:

Herewith is transmitted the ~~resignation~~ notice of the following-named employee: died August 16, 1923

Name, John W. Casey Position, (Assistant) Keeper

Legal residence, North Carolina Station, Deep Water Shoals L. S. Va

Salary, $720. per annum, base.

DEPARTMENT OF COMMERCE AUG 27 19 APPOINTMENT DIVISION.

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

This employee has taken leave in excess of the accrued rate. to the extent of 7 days.

Remarks: It is recommended that this time be waived on account of meritorious service. He has been in the Service over six years.

DEPARTMENT OF COMMERCE AUG 29 1923 APPOINTMENT

APPOINTMENT DIVISION ENTERED AUG 30 1923 ON JOURNAL DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION NECESSARY ACTION TAKEN AUG 30 1923 DEPARTMENT OF COMMERCE

CARDED

8/27

U. S. REPORT DATA ENTERED

For and in the absence of the Superintendent.

H. G. Shingsbury

1st Assistant Superintendent.

LGJ

BUREAU OF LIGHTHOUSES AUG 25 1923

WASHINGTON

Submitted to the Secretary of Commerce for his information, and with recommendation that the excess leave taken in this case in excess of the accrued rate be allowed.

APPROVED: E. W. Gilbert

ACTING ASSISTANT SECRETARY.

H. B. BOWERMAN

Acting Commissioner of Lighthouses.

August 30, 1923.

Commissioner of Lighthouses:

In accordance with the Bureau's recommendation of August 25, 1923, the Department has waived the regulation relative to excess leave in the case of John W. Casey, former Keeper of Deep Water Shoals, Light Station, Virginia, who died August 16, 1923.

By direction of the Secretary:

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

C
G

APPOINTMENT DIVISION
ENTERED
AUG 30 1923

PERSONNEL CLASSIFICATION BOARD FORM NO. 1
(To be filled out in accordance with detailed instruction sheet, Form No. 2)

D - D

Sheet No. 46

2—12758

DO NOT WRITE IN THIS SPACE

	a		
	b		
	c		
	d		

1. Casey (Surname) John (Given name) W. (Initial)
2. Department Commerce
3. Bureau Lighthouse
4. Field Service Lighthouse Service
5. (a) Field Station Fifth Lighthouse Dist.
   (b) Subdivision Deep Water Shoals, Va.
   (c) City or town ____ State Va.
6. Pay-roll title Light Keeper
7. Customary office title Asst. Keeper

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

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

Percentage of total time given to each task

WATER STATION

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

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

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

Asst. Keeper is under immediate supervision of keeper except when keeper is absent from station, when assistant keeper takes charge of station and assumes responsibilities of keeper. Station are usually in isolated localities where the personnel must act in emergency without reference to superior officers.

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

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

21. How long have the employee's duties been substantially as described above? Since May 1, 1920.

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

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

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

_____
(Signature of Employee)

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

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

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

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

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

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

25. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete. In my judgment the compensation of this position should be in a range from $ 1020 to $ 1260 exclusive of allowances mentioned in question 18.

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

GOVERNMENT PRINTING OFFICE 2—12758