'26 JUN 23 PM 4:24:25

REFERENCE SERVICE SLIP

Archival Research Room Record Request
National Archives at St. Louis

Date: 06/26/2026

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
Collins, John, E.		1880 MD

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: 1962

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 (DE/NJ/PA) 4th District	From: 1915	To: 1933
(Agency & Location)	From:	To:
(Agency & Location)	From:	To:

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

This Space Intentionally Left Blank

STAFF USE ONLY

Appointment Time and Date:

Additional Researchers: ☐ Yes ☐ No

CMRS Service Request Number: C-000 7693105

CMRS Search Request Number(s):

Attendant Signature:

Remarks: Submitted to Arch Search 6/29/26 RAB
'26 JUN 29 PM 2:01:54
Soundex: C452

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:

STANDARD FORM 127
APRIL 1952
PRESCRIBED BY GENERAL SERVICES ADMINISTRATION
REG. 3-IV-302.

REQUEST FOR OFFICIAL PERSONNEL FOLDER
(SEPARATED EMPLOYEE)

Submit in duplicate to the Federal Records Center, St. Louis, Mo.

1. DATE OF REQUEST: 18 March 1958

SECTION I—TO BE COMPLETED BY REQUESTING OFFICE

General Services Administration
Records Management Service, Region 6
Federal Records Center
1724 Locust Street
St. Louis 3, Mo.

2. NAME (*Last, first, middle*)	3. NAME UNDER WHICH FORMERLY EMPLOYED FEDERALLY (*If other than item 2*)	4. DATE OF BIRTH
Collins, John Edward		7-1-1880

5. FORMER FEDERAL EMPLOYING OFFICE (*Agency, bureau or equivalent, address, and dates of employment*)

Lighthouse Service
Philadelphia, Pennsylvania
Retired 8-31-33

(*If formerly employed by agencies in addition to above, list under item 7*)

6. PERSONNEL FOLDER ACTION (*Check appropriate box*)

- [ ] a. CURRENTLY EMPLOYED. REQUEST TRANSMISSION OF FOLDER COVERING PREVIOUS FEDERAL EMPLOYMENT FOR PERMANENT RETENTION
- [X] b. REQUEST TRANSMISSION OF FOLDER FOR TEMPORARY USE
- [ ] c. CONSOLIDATE ATTACHED PAPERS WITH OFFICIAL PERSONNEL FOLDER PREVIOUSLY FORWARDED

7. REMARKS

Two Folders Department of Commerce or Treasury and Bureau of Lighthouses. Official Personnel Folder sent from The National Archives, Washington, D. C. Record Group 26 or 56.

SECTION II—FOR USE BY FEDERAL RECORDS CENTER, ST. LOUIS, MO.

8.

- [ ] a. CONSOLIDATE ATTACHED PAPERS WITH FOLDER PREVIOUSLY FORWARDED
- [/] b. FOLDER ENCLOSED
- [ ] c. FOLDER NOT LOCATED
- [ ] d. FLAGGED, FOLDER TO BE FORWARDED WHEN LOCATED
- [ ] e. FOLDER PREVIOUSLY REQUESTED IS ENCLOSED
- [ ] f. FOLDER FORWARDED ON A LOAN BASIS IN LIEU OF INFORMATION REQUESTED. IF EMPLOYEE IS REHIRED, FOLDER SHOULD BE RETAINED BY YOUR AGENCY

9. REMARKS

NOTE.—Original will be used as charge-out by Federal Records Center. Duplicate will be returned as transmittal sheet when appropriate.

TO:
ADDRESS: Chief, Civilian Personnel Division
U. S. Coast Guard
1300 E Street N. W.
ATTN: Washington 25, D. C.

Requesting agency will type name and address of office submitting request in address box. To be used to mail folder or reply.

U. S. GOVERNMENT PRINTING OFFICE 16—66097-1

VETERANS ADMINISTRATION
WASHINGTON 25, D. C.
March 7, 1958

PC
25 March 1958

YOUR FILE REFERENCE:

IN REPLY REFER TO: 033B40

Chief, Office Services Division
Veterans Administration
Munitions Building
Washington 25, D. C.
Attn: Office Services Division
Records Development Section

Dear Sir:

Reference is made to your form letter dated 7 March 1958, file 033B40, in which you requested certain information concerning Mr. John Edward Collins.

The record of this office shows that Mr. Collins was employed in ther former Lighthouse Service at various Light Stations from 5 September 1915 to the close of 31 August 1933 when he retired. Mr. Collins' entire service for the aforementioned period was in a civilian capacity. He did not serve at a station that was transferred to the service and jurisdiction of the War or Navy Department during World War I.

DATE OF BIRTH	PLACE OF BIRTH	ENLISTMENT DATE	DISCHARGE DATE
7 1 80	Baltimore, Md.	9 15 15	

Mr. Collins' fingerprint chart is returned herewith.

Sincerely yours,

H. L. MORGAN
Chief, Civilian Personnel Division
By direction of the Commandant

Encl.
Fingerprints

DTConner

Return to 3-2

DATE MAILED: MAR 25 1958

March 7, 1958

YOUR FILE REFERENCE:

IN REPLY REFER TO: 033B40

Commandant
United States Coast Guard
1300 E Street, N. W.
Washington 25, D. C.

Attention: Identity Section

Dear Sir:

Enclosed for identification are fingerprints of the following individual:

NAME			IDENTIFICATION NO.
COLLINS, John Edward DISCH 1-31-33-Light House Keeper			
DATE OF BIRTH	PLACE OF BIRTH	ENLISTMENT DATE	DISCHARGE DATE
7 1 80	Baltimore, Md.	9 15 15	

Should identity be established, please furnish a complete statement of service and the name and address of next of kin.

It is requested that the fingerprints be returned with a written report of the findings to Veterans Administration Munitions Building, Washington 25, D. C., ATTN: Office Services Division, Records Development Section.

Very truly yours,

for WINSLOW H. RANDOLPH JR.
Chief, Office Services Division

Encl.
Fingerprints

FL 3-6
Jul 1957(R)

An inquiry by or concerning an ex-service man or woman should, if possible, give vete... and file number, whether C, XC, K, N, V, H, RH, RS, or loan number. If such number is unknown, service ...nber ... be given.

VA-DC-252919

Out

COLLINS JOHN E. COLLINS

Resigned 4/30/33 to accept pos't Laborer at Edgemont Dep't

Retired effective 9/1/33

John E. Collins

John E. Collins

Form 73

GCW/S.

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RECEIVED AUG 14 1915 OFFICE OF THE SECRETARY

LIGHT AUG 16 1915 HOUSES

OFFICE OF LIGHTHOUSE INSPECTOR, Fourth DISTRICT.

Philadelphia, Pa. (City.), August 13 (Date.), 1915.

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Probationary appointment.

Name, John E. Collins, Legal residence, Delaware.

Position, Second Assistant Keeper, Salary, $456.00 per annum.

Location, Brandywine Shoal Light Station, Delaware Bay, Del. Appropriation, "Salaries of Keepers of Lighthouses."

Effective September 1, 1915 { ~~the date of his appointment~~ or as soon thereafter as he enters on duty.

Former position, x x x x Former salary, x x x x

Location, x.x.x.x

Rank on eligible list, 2. Rating, Kpr.& Asst.Kpr. Percentage, 84.2, Other eligibles considered: Gicker (C); Adams (C).

Previous incumbent, John Garrison. Services terminated, August 31, 1915.

Reason, Resigned.

Relatives in Government Service, None.

Remarks: Persons having higher ratings and not named hereon will not accept position at station without quarters for family. Quarters not furnished by Government for family.

Selection regular, subject to the action of the U. S. Civil Service Commission. AUG 14 1915, 191

Stewart Wilson
Secretary, THIRD Civil Service District.

In the absence and by direction of the Inspector:
J. L. COZZENS.
Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

AUG 16 1915

Submitted to the Secretary of Commerce, approved.

JABB
Acting Commissioner

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

11—2314

PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

AUG 18 1915
LIGHT HOUSES

August 17, 1915.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

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

Second Assistant Keeper

in the Lighthouse Service

at a salary of Four Hundred and Fifty-six dollars per annum, effective on the date on which you enter upon duty in the above-mentioned position.

(By selection from certificate No. -----, and subject to a probationary period of not to exceed six months as provided by paragraph (c) of section 1 of civil-service rule VII, to be found on the reverse hereof.)

EOD Sept 5, 1915. gr

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Acting Chief of Appointment Division.

C

Appropriation: Salaries, Keepers of Lighthouses.
Vice: John Garrison.
Legal Residence: Delaware.

11—1394

Form 73
RJC.
Pers.

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, Fourth DISTRICT.

LIGHT HOUSES NOV 6 1915

Philadelphia, Pa., November 5th, 1915.
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion and appointment.

Name, John E. Collins, Legal residence, Delaware.

Position, First Assistant Keeper. Salary, $480.00 per annum.

Location, Brandywine Shoal Light Station, Delaware Bay, Delaware. Appropriation, "Salaries of Keepers of Lighthouses".

Effective December 1st, 1915, ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Second Assistant Keeper. Former salary, $456.00 per annum.

Location, Brandywine Shoal Light Station, Delaware Bay, Delaware.

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

x x x x

Previous incumbent, James W. West Services terminated, on or about Nov.30,1915.

Reason, Will be transferred to position of 1st Asst.Keeper, Elbow of Cross Lt.Stal, Delaware Bay, N.J., on or about Dec.1, 1915.

Members of family in Government Service, x x x x

Remarks: This man has not completed his probationary period. He is the only man in his class who is competent and available for this promotion at this time, and this vacancy could not be foreseen at the time of his appointment. Before entering the L.H.S. Mr. Collins was employed as a Machinist and he has shown his ability to operate the fog signal machinery, etc., at this station.

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

T. J. Rout.
Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

NOV 6 1915

Submitted to the Secretary of Commerce, approved.

Acting Commissioner

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

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT
NOV 10 1915
HOUSES

November 9, 1915.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

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

First Assistant Keeper

in the Lighthouse Service

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

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

(By promotion from second assistant keeper at $456 per annum.)

6D
Dec 1, 1915.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

RC

Appropriation: Salaries, Keepers of Lighthouses.

Vice: James W. West.

Legal Residence: Delaware.

11—3692

NOV 10 1915

Form 73

RJC.
Pers.

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT HOUSES DEC 28 1915

OFFICE OF LIGHTHOUSE INSPECTOR, Fourth DISTRICT.

Philadelphia, Pa., December 21st, 1915.
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Increase of pay.

Name, John E. Collins, Legal residence, Delaware.

Position, First Assistant Keeper. Salary, ✓ $540.00 per annum.

Location, Brandywine Shoal Light Station, Delaware Bay, Delaware. Appropriation, "Salaries of Keepers of Lighthouses."

Effective January 1st, 1916, {~~the date of entrance on duty, or~~ as soon thereafter as he enters on duty.}

Former position, First Assistant Keeper. Former salary, $480.00 per annum.

Location, Brandywine Shoal Light Station, Delaware Bay, Delaware.

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

x x x x

Previous incumbent, x x x x Services terminated, xx x x

Reason, x x x x

Members of family in Government Service, x x x x

Remarks: Recommendation made in accordance with Bureau letter of 17 Dec.'15.

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

T. J. Rout.

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON DEC 23 1915

Submitted to the Secretary of Commerce, approved.

Acting Commissioner

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

11—2314

GPN 1173

GENERAL APPOINTMENT—FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT HOUSES DEC 29 1915

December 27, 1915.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

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

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

EOD Jan 1, 1916.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

R
M

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

Legal Residence: Delaware.

11—1393

DEC 29 1915

Form 73-a
BJC.
Pers.

REPORT OF TRANSFER OF APPOINTEE

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT HOUSES MAR 2 1916

OFFICE OF LIGHTHOUSE INSPECTOR, Fourth DISTRICT.

Philadelphia, Pa., March 1st, 1916.

THE COMMISSIONER OF LIGHTHOUSES:

The following-named employee will be transferred as indicated, and will enter upon duty at his new station on or about March 7, 1916.

Name, Collins, John M. Position, First Assistant Keeper.

From Brandywine Shoal Light Station, Del. Bay, Delaware. To Elbow of Cross Ledge Light Station, Del. Bay, N.J.

Previous incumbent, Jay W. Haldeman.

Services terminated, February 20, 1916, Reason, Without prejudice; tendered contract as Laborer at Edgemoor L.H.Depot, Del., effective February 21, 1916.

L. J. Bont.

, 191

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

.....

11—4598

BUREAU OF LIGHTHOUSES
WASHINGTON

MAR 2 1916

Submitted to the Secretary of Commerce for his information.

Acting Commissioner.

Form 73a
RJC.
Pers.

REPORT OF TRANSFER OF APPOINTEE

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, Fourth DISTRICT.

LIGHT MAR 18 1916 HOUSES

Philadelphia, Pa., March 1st, 1916.

THE COMMISSIONER OF LIGHTHOUSES:

The following-named employee will be transferred as indicated, and will enter upon duty at his new station on or about March 7, 1916.

Name, Collins, John E.

Position, First Assistant Keeper.

From Brandywine Shoal Light Station, Del. Bay, Delaware.

To Elbow of Cross Ledge Light Station, Del. Bay, N.J.

Previous incumbent, Jay W. Haldeman.

Services terminated, February 20, 1916.

Reason, Without prejudice; tendered contract as Laborer at Edgemoor L.H.Depot, Del., effective February 21, 1916.

Roux

Philadelphia, Pa., March 17th, 1916.

The above-referred-to transfer became effective beginning with March 8th, 1916.

Roux

11—4598

BUREAU OF LIGHTHOUSES
WASHINGTON

MAR 18 1916

Submitted to the Secretary of Commerce for his information.

Acting Commissioner.

Form 73

RJC.
Pers.

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT APR 11 1917 HOUSES

OFFICE OF LIGHTHOUSE INSPECTOR, Fourth DISTRICT,

Philadelphia, Pa., April 10th, 1917.
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer, promotion and appointment.

Name, **John E. Collins,** Legal residence, **Delaware.**

Position, **Keeper.** Salary, **$600.00 per annum.**

Location, **Reedy Island Range Front Light Station and Appoquinimink River Range Lights, Delaware.** Appropriation, **Salaries, Keepers of Lighthouses.**

Effective **April 20, 1917,** [1] ~~the date he enters on duty~~, or as soon thereafter as he enters on duty.

Former position, First Assistant Keeper. Former salary, **$540.00 per annum.**

Location, **Elbow of Cross Ledge Light Station, Delaware Bay, New Jersey.**

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

Previous incumbent, Freddie C. Hill, Services terminated, **on or abt. Apr.19,1917.**

Reason, **Nominated for transfer to the position of Keeper of Baker Range Light Station, Del., effective on or abt. Apr.20, 1917.**

Members of family in Government Service, x x x

Remarks: **Quarters furnished by Government for family.**

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

T. J. Rout.

Secretary, *Civil Service District.*

BUREAU OF LIGHTHOUSES
WASHINGTON

APR 12 1917

Submitted to the Secretary of Commerce, approved.

Acting Commissioner

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

11—2314

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT
APR 14 1917
HOUSES

April 13, 1917.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

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

Keeper

in the Lighthouse Service

at a salary of Six Hundred dollars per annum,

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

(By transfer from first assistant keeper at $540 per annum.)

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

C

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Freddie C. Hill.

Legal Residence: Delaware.

11—3692

APR 16 1917

SEP 1 - 1920

Sir:

Referring to report of assistance rendered by you on August 28, 1920, in towing to Fort Penn, Delaware, the disabled launch NAUTILUS, with three women and two men aboard, the Department is pleased to commend you for the services rendered, which will be noted on the records as part of your official history.

Respectfully,

J. W. ALEXANDER

Secretary of Commerce.

John H. Collins, Keeper.
Reedy Island Range Front Light Station, Del.
(Through Commissioner of Lighthouses)

Bureau of Lighthouses, Washington

To Superintendent of Lighthouses, Philadelphia, Pa.

for files of his office. By direction of the Commissioner. See your report of Aug. 30, 1920.

T. L.
Chief Clerk.

LIGHTHOUSES---Bureau's files.

Exact copy as signed by _____

Mailed _____ by _____

LIGHTHOUSES

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
PHILADELPHIA, PA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1920 AUG 31 AM 8 32

IN REPLY REFER TO
FILE No. 683

GCW/D

Subject: Assistance rendered.

9/1/20 Commended
Copy to Asstnt. Dir.
" " Secty's Files
" " U. S. D. Coast.
" " U.S. Bulletin
" " 4th Light

Commissioner of Lighthouses,
Washington, D. C.

Ayres
Engr. Comm
Mar. Engr.
Accounts.
Contracts
Chf. Clk.
Dep. Comm.
Comm.

OFFICE OF INSPECTOR, 4TH DISTRICT
PHILADELPHIA, PA.

August 30, 1920.

Dept commend

1. The Bureau is informed that on August 23, 1920 Mr. John E. Collins, Keeper of Reedy Island Range Front L. S. picked up in Delaware Bay a disabled 35 foot launch with three women and two men on board, and towed it to Port Penn, Delaware.

2. He reports that the engine was broken beyond repairs outside of the machine shop, and that he delivered the boat to a point from which they could secure a higher powered boat than that belonging to the station to tow them to Philadelphia, their destination.

3. The name of the boat assisted was the "Nautilus", registry No. 11-L 2934. The name of the owner was not reported.

4. In my opinion this act is worthy of commendation, and I recommend such action.

F. B. DOREY

Superintendent of Lighthouses.

LIGHTHOUSES

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
PHILADELPHIA, PA.

ADDRESS ALL COMMUNICATIONS TO SUPERINTENDENT OF LIGHTHOUSES PHILADELPHIA, PA.

GCW/D

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1920 OCT 20 AM 8 50

IN REPLY REFER TO
FILE NO.

Subject: J.E.Collins, Keeper, Reedy Island Range Front L.S., commendation recommended.

Supt.,
OFFICE OF INSPECTOR, 4TH DISTRICT
PHILADELPHIA, PA.
October 19, 1920.

10/26/20 Commended by Letter of even date to Keeper

Commissioner of Lighthouses,
Washington, D. C.

Hydro
Engr. Corps
Mar. Engr.
Accounts
Contracts
Chf. Clk.
Dep. Comm'r

N.T.D.

Dept. Circ. Record

1. The Bureau is informed that on October 8, 1920 Mr. John E. Collins, Keeper of Reedy Island Range Front L. S., Delaware, went with the station boat to the assistance of the freight boat "Vigilant" bound from Pennsville, N. J. to Odessa, Del., which had lost her propeller and a portion of her tail shaft on the bar outside of Appoquinimink Creek.

2. The vessel being entirely helpless, he took her in tow to Odessa. Later he picked up the lost propeller and delivered it to the Master of the vessel.

3. In my opinion this service is deserving of commendation and I so recommend.

B. B. DORRY

Superintendent of Lighthouses.

JEH:LOH

OCT 28 1920 LIGHTHOUSES

1920 OCT 27 PM 2 18

Sir:

Referring to report of assistance rendered by you on October 8, 1920, to the freight boat VIGILANT which had lost its propeller, etc., the Department is pleased to command you for the services rendered, which will be noted on the records as part of your official history.

Respectfully,

[redacted]

Acting Secretary of Commerce.

John E. Collins, Keeper,
Reedy Island Range Front Light Station, Del.
(Through Commissioner of Lighthouses.)

Bureau of Lighthouses, Washington

To Superintendent of Lighthouses, Philadelphia, Pa.

for files of his office. By direction of the Commissioner. Letter of Oct. 19, 1920.

Chief Clerk.

LIGHTHOUSES---Bureau's files.

Exact copy as signed by [redacted]

Mailed [redacted] by [redacted]

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
PHILADELPHIA, PA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1924 DEC 3 AM 8 48

IN REPLY REFER TO
OFFICE NO.

OFFICE OF SUPERINTENDENT, 4TH DISTRICT
PHILADELPHIA, PA.

GCW-JFB

SUBJECT: Assistance rendered by John E. Collins, Keeper.

December 1st, 1924.

Commissioner of Lighthouses,
Washington, D. C.

1 The Bureau is informed that on November 22nd, 1924, John E. Collins, Keeper, Finns Point Range Front Light Station, N. J., rendered assistance in a drowning case near the Station. Two duck hunters shot a hole in the bottom of their boat and one was rescued in the Keeper's boat manned by two men who heard their cries. Owing to a gathered hand the Keeper did not go in the boat but rendered assistance at the Station to the rescued man before his removal to a hospital.

2 Commendation is not recommended as no personal risk was taken.

Engr
Draftg
Engr. Gens.
Mar. Eng.
Personnel
Financial
Law and Prop.
Adm Asst.
Dep. Comr.
Comr.

File W.O. letter
J.A. Dec 3

For and in the absence of the Superintendent:
C. W. Ritchie
First Asst. Superintendent.

Superintendent of Lighthouses.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
PHILADELPHIA, PA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

IN REPLY REFER TO
FILE NO.

CCW-JFB

LIGHTHOUSES

1929 JAN 31 AM 9 17

OFFICE OF SUPERINTENDENT, 4TH DISTRICT
PHILADELPHIA, PA.

January 30th, 1929.

John E. Collins, Keeper,
Finns Point Front L. H,
Salem, N. J. (RD #4).

1 At an inspection on the 28th instant, your station was found unattended as were two children too small to be left alone.

2 Your attention is called to paragraph 131, page 47, of Instructions to Employees 1927, requiring a competent person to be left in charge during your absence.

3 This is a condition that will not be tolerated and will call for drastic measures should it occur again.

4 You are cautioned and will be guided accordingly.

For and in the absence
of the Superintendent:

G. V. MITCHELL,
ASSISTANT SUPERINTENDENT.

2 copies to Bureau of L. H.

Airways
Surveys
Genstrn.
Commun.
Weather
Clerical
Adm. Offr.
Air Nav.
Chief Nav.
Hydro.
Radio
Engr. Constrn.
Mar. Engr.
Personnel
Finance
Law & Prop.
Adm. Assist.
Dep. Commr.
Commissioner

Bureau of Lighthouses, Washington
JAN 31 1929

Submitted to Secretary of Commerce for his information

F. P. DILLON
Acting Commissioner of Lighthouses

PERSONNEL CLASSIFICATION BOARD FORM NO. 14—FIELD QUESTIONNAIRE
(To be filled out in accordance with the instructions given in P. C. B. Forms Nos. 15 and 16)

No. 457 — 4 (b) - 21

Bureau No. ____ *Sheet No.* ____

Space reserved for the use of the Board

1. Collins (Surname) John (Given name) E. (Initial)
2. Department Commerce
3. Bureau Lighthouses
4. Field service Lighthouse Service
5. (a) Field station Pims Point Front Light Station
   (b) Subdivision ____
   (c) City or town ____ State ____
6. Pay roll title Light Keeper
7. Customary office title Keeper 1620
8. Present administrative allocation 1000.00 p.a.
9. Present gross rate of pay $ 960.00 p.a.
10. Deduction for allowances $ 960.00 p.a.
11. Net rate paid in cash $ ____

12. Indicate by an "X" in the proper box or boxes the kind of allowances, if any, received by the employee:
   ☒ House ☐ Room { ☐ Furnished ☒ Unfurnished } ☐ Heat ☒ Light ☐ Fuel ☒ Laundry ☐ Uniform ☐ Subsistence or rations in kind
   Meals per day: ☐ 1 ☐ 2 ☐ 3

13. Describe any other allowance, privilege, or perquisite of value ____ None

14. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, state kind and annual cost ____

15. (a) Regular hours of work: From Continuous m. to ____ m. (b) How many hours per week excluding unusual or irregular overtime work?
   Summer ____ Winter ____ (c) If not a full time and all-the-year-round position, state number of hours per day ____;
   number of days per { week / month / year } ____ (d) If certain hours of availability for duty, outside of regular working hours, are required, state hours and type of such duty ____

16. (a) Rate of pay for overtime ____ (b) Amount of overtime pay in last 12 months ____

17. (a) Does the employee in any way direct or supervise other employees? ____ (b) If so, in what way? (See Form 16 before answering) ____
   (c) How many? ____

18. If the employee supervises other persons through immediate contact, give the name and the sheet numbers of such persons. (For such of these as may not be covered by questionnaires, give number and kinds by occupations.) If the employee exercises supervision through section or division heads, give the title of such sections or divisions and the names and sheet numbers of their heads.

19. (a) Is the employee in any way directed, supervised, or instructed, or his work reviewed? Yes (b) If so, in what way? (See Form 16 before answering.)
   Follows printed instructions under general supervision.

20. What is the name, official position, and sheet number of the employee's immediate superior? E. E. DORAT, Supt, Sheet No. 4 (a)- 1

21. Employee's education: Strike an "X" over the number representing the highest grade or year completed in each type of school:

Elementary								High				Normal				College				Postgraduate or professional				
1	2	3	X 4	5	6	7	8	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	(Kind)

   Other education (describe): ____

22. What length and kind of experience or other training did the employee possess upon original entrance into this position which was most qualifying or pertinent?
   Boiler Machinist

23. TO THE EMPLOYEE: Describe in detail the work you do. Put each distinct duty, task, or process in a separate paragraph. Explain first those that require most of your time. Explain occasional duties last. In the column at the left opposite each paragraph enter the approximate percentage of your time devoted to the work described in that paragraph. DO NOT ATTEMPT TO COMPOSE THIS STATEMENT WITHOUT FOLLOWING THE INSTRUCTIONS OF P. C. B. FORM NO. 15.

Percentage of working time	
14	Lighting and extinguishing light, repairs and adjustments and incidental attendance. Light is incandescent oil vapor.
9	Care of tower and grounds; cleaning and painting and repairing.
5	Getting mail and supplies.
72	Standing by at station for all other purposes.
100	

24. I hereby certify that the foregoing was composed by me after reading P. C. B. Form No. 15, and that it is a true statement of my duties.

John E. Collins
(Signature of Employee)

25. TO THE PREPARING OFFICER: Write your own description of the employee's work. If in describing the work of the position you would cover the same subject matter and use the same language and expressions, indicate your concurrence in the employee's statement and utilize the rest of the space below by giving further and broader information regarding the position, such as the kind and degree of responsibility involved, the ultimate purpose of the work, its place in your organization, its working conditions, etc. If more space is needed, attach a separate sheet. See instructions in Form No. 16.

Concur in description, which is very similar for all Keepers.

26. How long have the employee's duties been substantially as described above? Since appointment Sept. 6, 1915.

27. I hereby certify that to the best of my knowledge and belief the statements made by me on both sides of this sheet are accurate and complete.

Sept. 12, 1928 (Date) — G. Carleton Wemsell. (Signature of Preparing Officer) — Chief Clerk. (Title)

28. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief, the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked — In my judgment the compensation of this position should be in a range from $1320. to $1620. p.a.

Sept. 12, 1928 (Date) — B. B. DORR, (Signature of head of field office or station) — Supt. (Title)

29. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked — In my judgment the compensation of this position should be in a range from $1320, to $1620

SEP 25 1928, 1928 (Date) — H. B. BOWERMAN (Signature of head of bureau or his representative) — Acting Commissioner of Lighthouses. (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1928

Form 73

JAH
Pers.

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fourth DISTRICT,

Philadelphia, Pa., April 28, 19 31.
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and appointment.

Name, John E. Collins.

Position, Keeper.

Location, Cherry Island Range Rear Light Station, Delaware.

Effective, May 16, 1931. [1] the actual date of entrance on duty, or as soon thereafter as he enters on duty.

Legal residence, New Jersey.

Proposed salary, $1440.00 per annum.

Proposed range, $1260 to 1620 per annum.

Appropriation, Salaries, Keepers of Lighthouses.

Former position, Keeper.

Location, Finns Point Range Front Light Station, New Jersey.

Former salary, $1500.00 per annum.

Former range, $1320 to 1680 per annum.

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

446

Previous incumbent, Julian Bacon (Lt. #466) Services terminated, December 31, 1930.

Reason, Transferred to Keeper of Marcus Hook Range Rear Light Station, Delaware, effective January 1, 1931.

Members of family in Government service, None.

Date of birth, July 1, 1880.

Remarks: Mr. Collins has requested this transfer in writing. Finns Point Range Front Light Station, New Jersey, is to be made automatic.

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

Irving L. Gill

IRVING L. GILL

Secretary, Civil Service District.

Superintendent, 4th Lighthouse District

BUREAU OF LIGHTHOUSES
WASHINGTON

April 29, 1931

Submitted to the Secretary of Commerce, approved.

Acting Commissioner of Lighthouses

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

11—2314

LIGHTHOUSES
1931 JUN 24 AM 9

DEPARTMENT OF COMMERCE
Bureau of Lighthouses
Washington

June 18, 1931

Superintendent of Lighthouses: Philadelphia, Pa.

It is requested that the information indicated in the item checked below be furnished the Bureau promptly, with the return of the attached papers, if any.

NAME AND DESIGNATION J. E. Collins, keeper

(1) Give date of entrance on duty, of transfer, or of resignation
(2) Furnish personal history sheet
(3) Furnish oath of office
(4) Furnish civil service form 375 in triplicate
(5) Submit form SS 66, showing last day served by temporary appointee
(6) Furnish standard form 13 in quadruplicate (abstract of official record
(7) Furnish documentary evidence of date of birth as prescribed in civil service form 2473, attached.
(8) Submit inclosed nomination through the District Civil Service Secretar
(9) Miscellaneous
(10) **Effective date of change authorized May 16, 1931 or date of entrance on duty.**

For the Commissioner:
R. J. Gross
Chief, Personnel Division
~~Acting Commissioner of Lighthouses~~

ILG/CM

District **Fourth** Date **June 23, 1931.**

Returned to Commissioner of Lighthouses:

It is expected that effective date of change indicated above will be about July 1, and the Bureau will be advised definitely as soon as practicable.

Superintendent of Lighthouses

DCC

file this

Bureau of Lighthouses, Washington
JUL 8 1931

Submitted to Secretary of Commerce for his information

For the Commissioner:

Chief, Personnel Division.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
PHILADELPHIA, PA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

IN REPLY REFER TO
FILE NO.

JAH
301

1931 JUL 9 AM 9:32

OFFICE OF SUPERINTENDENT, 4TH DISTRICT
PHILADELPHIA, PA.

July 8, 1931.

Commissioner of Lighthouses, Washington:

1. Reference is made to Bureau endorsement of February 20, 1920, on copy of Department letter dated February 12, 1920, relative to effective dates of transfers, promotions, etc. The following change took effect in this district July 1, 1931:

2. COLLINS, JOHN E. Transferred and appointed Keeper of Cherry Island Range Rear Light Station, Delaware, at $1440.00 per annum. Before this change he was Keeper of Finns Point Range Front Light Station, New Jersey, at $1500.00 per annum.

3. Finns Point Range Front Light Station, New Jersey, was made automatic July 1, 1931, and the position of Keeper of the station was discontinued at close of June 30, 1931. The Bureau's attention is invited to Form 80 from this office dated April 3, 1931, and approved by the Bureau April 8, 1931 -- Bureau file 1259A.

IRVING L. GILL
Superintendent of Lighthouses.

Bureau of Lighthouses, Washington
JUL 21 1931

Submitted to Secretary of Commerce for his information
For the Commissioner:

Chief, Personnel Division.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
PHILADELPHIA, PA.

ILC/CM

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

IN REPLY REFER TO
FILE

1931 JUL 11 AM 9 2

OFFICE OF SUPERINTENDENT, 4TH DISTRICT
PHILADELPHIA, PA.

July 9, 1931.

7/25/31 adv'd to 4th

Commissioner of Lighthouses,
Washington, D. C.

OK
Rec. approve & advise 4th that submit T.O. for Dept approval
7/13

1. In connection with transfer of Keeper John E. Collins from Finns Point Range Front Light Station, New Jersey, to Cherry Island Range Rear Light Station, Delaware, authority is requested to obligate funds from appropriation "G.E. L.H.S. 1932" for transportation of Mr. Collins' household effects from the lighthouse depot wharf at Edgemoor, Delaware, to station dwelling at Cherry Island Range Rear Light, a distance of about 1-1/4 miles. The actual cost was $25.00, and the transfer of Mr. Collins was made in the interest of the Service.

7/23/30 L 179

2. Although it is stated on Form 73, recommending transfer of Mr. Collins to Cherry Island Rear Light, that he had requested this transfer in writing, it may be stated that the request was made after he was informed that the Finns Point Range Front Light Station was being considered for change to an automatic light and that the services of the Keeper were more needed at Cherry Island Range Rear Light Station, which is of greater importance. The change was therefore initiated by this office in the interests of the Service. Mr. Collins has served in the Lighthouse Service for a period of about seventeen years at bay stations and at other isolated stations, and the expense of his moving should be paid out of Lighthouse Service funds. The transfer of Mr. Collins' household effects required three trips with a regular moving van, and the price is considered reasonable.

IRVIN[illegible]GILL
Superintendent of Lighthouses.

IN REPLYING ADDRESS
COMMISSIONER OF LIGHTHOUSES
AND REFER TO DATE OF LETTER
AND FILE NO.

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

July 25, 1931

4th District letter July 9, 1931 re transfer of Keeper John E. Collins from Finns Point Range FrontLightStation, N. J. to Cherry Island Range Rear Light Station, Delaware, etc.

Returned to Supt. of Lighthouses, Philadelphia, Pa. approved. As this transfer is permanent travel orders should be submitted to the Bureau for approval by the Secretary of Commerce in accordance with Bureau circular letter No. 179 of July 23, 1930.

W. P. HARMAN

Acting Commissioner of Lighthouses

JMP:JAB

Ret this copy to Personnel

Bureau of Lighthouses
Washington May 12, 1933

Returned to 4th Superintendent approving the proposed action except as to the arrangement proposed in item 10. In lieu of this the transfer of the dwelling Keeper John E. Collins now occupies at Cherry Island to his proposed position of second assistant keeper at Elbow of Cross Ledge is approved. The nomination of Collins is herewith returned with request that it be resubmitted accordingly if desired, the proposed range at Elbow of Cross Ledge to be $1200-1560 instead of $1440-1800, because of family quarters being attached to that position. The proposed pay should also be $1380 per annum in accordance with Bureau circular No. 390 dated May 4 which is being issued. In resubmitting Form 73 explanation should be made in detail as to the reason for replacing Williams by Collins, including a statement of what qualifications Collins has for this position that Williams does not have.

As to the proposal to have the Depot Keeper at Edgemoor look after Cherry Island Front Light, recommendation is requested as to reducing the amount paid toward this Depot Keeper's salary from the appropriation Salaries, Lighthouse Service.

When the effective date of the discontinuance of the position of keeper at Cherry Island is fixed recommendation should be submitted for the discontinuance of the position, and this should include a statement that the position is vacant.

For the Commissioner:

W. P. HAPMAN

RJ

Administrative Assistant.

RG/m
Incl

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
PHILADELPHIA, PA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

IN REPLY REFER TO
FILE NO.

GCW/CM

1933 MAY 20 AM 9:08

OFFICE OF SUPERINTENDENT, 4TH DISTRICT
PHILADELPHIA, PA.

May 18, 1933.

Commissioner of Lighthouses,
Washington, D. C.

Subject: Cherry Island Range Rear Lt. Sta.
Discontinuance of position, etc.

1. Referring to Form 80 #515, dated May 17, 1933, it is proposed to discontinue the services of Mr. John E. Collins as Keeper of Cherry Island Range Rear Light Station, Delaware, on June 30, 1933, and employ him at Edgemoor Lighthouse Depot in the capacity of a Skilled Laborer for field duty.

2. It is, therefore, recommended that with the approval of said form the position of Keeper of Cherry Island Range Rear Light Station be discontinued and also be declared vacant as of June 30, 1933.

G. W. HITCHENS,
Acting Superintendent,
4th Lighthouse District.

H-M Bureau of Lighthouses
Washington May 22, 1933

Submitted to the Secretary of Commerce recommending approval of paragraph 2, the position being in the salary range $1260-1620. It is also recommended that the services of John E. Collins, as keeper, be discontinued as indicated in paragraph one.

W. P. HARMAN
Acting Commissioner of Lighthouses

SUPERINTENDENT OF LIGHT. U.S.L.S.
JUN 1933
PHILADELPHIA

Cherry Island Range Rear Light Station,
R.F.D. #1, Edgemoor, Delaware,
May 31, 1933.

Superintendent,
Fourth Lighthouse District,
Philadelphia, Pa.

Sir:

In consequence of the fact that the position of Keeper of Cherry Island Range Rear Light Station, Delaware, is to be discontinued on June 30, 1933, and with a view to accepting transfer to the position of Classified Laborer, after my relief from duty here, I herewith tender my resignation as Keeper of Cherry Island Range Rear Light Station, Delaware, to take effect on or before June 30, 1933.

Respectfully,

John E. Collins

Keeper,
Cherry Island Range Rear Light Station.

Form 93

GCW-JFB

NOTICE OF RESIGNATION OR DEATH

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fourth DISTRICT,

June 13, 1933.

COMMISSIONER OF LIGHTHOUSES:

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

Name, John E. Collins Position, Keeper

Legal residence, Delaware Station, Cherry Island Range Rear Light Station

Salary, ~~$1660.~~1440.00 per annum

The acceptance of this resignation is recommended effective at the close of June 30, 1933.

This employee has not taken leave in excess of the accrued rate.

Remarks: This resignation is made by request, for record purposes, in view of the fact that the position is to be discontinued on June 30, 1933, and declared vacant same date. In lieu thereof - Mr. Collins has been tendered the position of Classified Laborer at Edgemoor Lighthouse Depot in lieu of two unclassified laborers, for field duty, on a contract at $4.64 per diem (with the approval of the District Manager, Civil Service, on Form 375, dated June 13, 1933), effective July 1, 1933, or as soon thereafter as he shall enter upon duty.

We Previously rec'd Collins discontinuance & rec'd dept. approval today after 2 years. Ltr sent up 6/16/33 2HM

Acting Superintendent, 4th Lighthouse District.

BUREAU OF LIGHTHOUSES
WASHINGTON

JUN 16 1933

Submitted to the Secretary of Commerce, recommending acceptance without prejudice.

11—4623

Acting Commissioner of Lighthouses.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHTHOUSES
RECD JUN 13 AM 9-44

June 13, 1933.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

In view of the discontinuance of Cherry Island Rear Range Lightstation, Delaware, the Department, upon recommendation of the Commissioner of Lighthouses, has discontinued, without prejudice, your services as keeper of that station, effective at the close of business on June 30, 1933.

By direction of the Secretary:

Respectfully,

WM. J. GARDNER
Chief of Appointment Division.

JUN 16 1933

DSE

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
PHILADELPHIA, PA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

IN REPLY REFER TO
FILE NO.

GCW-JFB

Enclosures;

Received
1933 JUN 14 AM 9:11

OFFICE OF SUPERINTENDENT, 4TH DISTRICT
PHILADELPHIA, PA.

June 13th, 1933.

6/16/33 Letter

appears OK WPH 6/14

Commissioner of Lighthouses,
Washington, D. C.

1 Transmitted herewith accompanied by notice of resignation on Form 93 is the resignation of John E. Collins, as Keeper of Cherry Island Range Rear Lightstation, Delaware, at $1680.00 per annum effective June 30, 1933, with the explanation as to the circumstances under which this resignation was called for. In a separate letter recommendation is being made to the Bureau that the position of Keeper of Cherry Island Range Rear Lightstation be discontinued on June 30, 1933, and declared vacant as of the same date.

2 It is recommended that when Mr. Collins enters upon duty under his contract at $4.64 per diem he be allowed to retain his occupancy of the Cherry Island Range Rear reservation at a rental of $20.00 per month deduction to be made from his pay at semi-monthly intervals so long as he shall occupy the premises.

G.W.HITCHENS
Acting Superintendent, 4th Lighthouse District.

Bureau of Lighthouses
Washington June 30, 1933

Returned to 4th Superintendent, paragraph 2 approved.

~~The resignation of Keeper Collins has been submitted to the Department and action thereon will be duly referred to you.~~ Department notice of the discontinuance of Cherry Island Range Rear Lightstation has already been forwarded your office, and notice of the discontinuance of Keeper Collins' services at the close of June 30 is forwarded herewith.

For the Commissioner:

W. P. HARTMAN
Administrative Assistant.

H-M

OK

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
PHILADELPHIA, PA.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

IN REPLY REFER TO

FILE NO.

GWH/CM
Enc.

OFFICE OF SUPERINTENDENT, 4TH DISTRICT
PHILADELPHIA, PA.

August 29, 1933.

Commissioner of Lighthouses,
Washington, D. C.

1. I enclose herewith request for retirement by John E. Collins, Classified Laborer, recently Keeper of Cherry Island Range Rear Light, Delaware, whose services were discontinued as such on June 30, 1933, the position of "Keeper" being discontinued on that date.

2. Mr. Collins was ill at the date of separation and has never been able to perform any work under his contract of employment. He was hospitalized at Marine Hospital, Baltimore, late in June and operated upon for the second time, and has since been found unfit for duty and so certified.

3. Upon his retirement, authority is requested to employ his wife as an unappointed custodian of Cherry Island Range Rear reservation at $240.00 per annum with a deduction of the same amount on account of the use of the dwelling, etc., being the same arrangement as recently approved at other stations in the district.

4. Under this plan, the wife will have the assistance of an eighteen year old son, and will be required to keep up the dwelling and grounds to the present standard without expense to the Service. It is deemed an advantage to have dwelling on the reservation persons who are interested in the proper functioning of the light and in the preservation of the property of the Lighthouse Service. The light itself will be under the active supervision of the Keeper of Edgemoor Lighthouse Depot nearby, who will service it at proper intervals and to whom reports of any failure or defect in performance will be made by the custodian.

5. This dwelling is in a good state of repair, and should remain so for some years with little attention. The tower at this station is superimposed upon the dwelling and is part of it.

G. W. HITCHENS,
Acting Superintendent,
4th Lighthouse District.

September 1, 1933.

Your letter of August 29 re Custodian at
Cherry Island Range.

Returned to Superintendent of Lighthouses, Philadelphia, Pa with advice to make the proposed gross rate of pay $282.35 per annum, so that after the 15% deduction is applied to the pay, the net pay will equal $240, the value of the dwelling. This is to avoid the employee having to pay $3 a month to your office on account of the 15% deduction if the gross pay were $240 per annum.

For the Commissioner:

W. P. HARMAN,
Administrative Assistant.

RG:MMS

Form 9

GCW/CM

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Date August 28, 1933.

Superintendent of Lighthouses,

Fourth District

Philadelphia, Pa.
(City)

I hereby apply for retirement from active duty in the Lighthouse Service effective September 1, 1933, on the basis of service shown hereon.

/s/ John E. Collins
(Name)

Classified Laborer
(Designation)

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

City Philadelphia, Pa. *Date* August 28, 1933.

Submitted to Commissioner of Lighthouses, Washington, D. C., recommending retirement at $ ~~652.92~~ 646.91 (Bureau) per annum, effective at the close of August 31, 1933.

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.

G. W. HITCHENS,
Acting *Superintendent of Lighthouses.*

BUREAU OF LIGHTHOUSES, *Washington, D. C.,* AUG 30 1933

Submitted to the Secretary of Commerce, recommending approval.

W. P. HARMAN
Acting *Commissioner of Lighthouses.*

FOR USE OF DEPARTMENT

11—10551

August 23, 1933.
(Date)

...t CLAIMANT Collins, John E. DESIGNATION Cherry Island Bear L...

...a complete personal description, together with permanent marks and scars other t...

...physical examination: an obese white male - showing no signs of dyspnea cyanosis or ...s with a slight limp (weak feet).

Height 5 ft. 9" Weight 225# pounds. Complexion Ruddy
Color of eyes Blue Color of hair Gray

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: Feb. 1930 - Operation for appendicitis. Feb. 1933 - In U. S. Marine Hospital for pain at site of incision. X-ray showed "stone" in lower pelvis. Condition on discharge (Form 1918) given as improved. Further hospitalization during June, July. Operation for "stone" and adhesions. Internal hernia repaired. X-rays showed spurs on heel. Has not recovered fully.

Here describe fully nature of disability: from operation. Weakness in incision. Obesity. Abdominal incision healed. Tender on palpation. Slight cardiac hypertrophy. Weak feet - Spurs on heel. Prostate enlarged +1 Neurasthenia.

Claimant describes the duties of his position as follows: Cutting Grass - painting - climbing to lights. Labor work at depot.

Is disability to perform such duty of a permanent character? Yes.
Is it indicated that applicant may recover from disability and be fit for restoration to active duty? Yes
Do you recommend reexamination with this in view? I
Duplicate 1 HISTORY 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

Leave, Del., August 7, 1933. M. L. Stansbaugh (Examining Surgeon)
(Title and location of examining board) A. A. Surgeon U.S.P.H.S.

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name John E. Collins Date of birth July 1, 1880

Designation Classified Laborer

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							
Lighthouse Service	9	5	1915	8	31	1933	
Note: Classified Laborer beginning July 1, 1933, to August 31, 1933. On administrative furlough during entire period and in Marine Hospital, Baltimore, Md., part of time for operation and recovery. Not able to work.							
Total service							17 yrs.11 mos.26 days

0 - 2 - 0 Leap

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: 17 - 9 - 26 (Bur)

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

Does applicant receive or has he applied for compensation under the Federal Compensation Act, as amended? No

If so, state the compensation received:

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

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

Designation	Beginning			Ending			Rate of Pay	Pay Received	
	Month	Day	Year	Month	Day	Year			
Keeper	7	1	1928	6	30	1929	$1440	$1440.00	S
do.	7	1	1929	6	30	1930	1440	1440.00	S
do.	7	1	1930	7	2	1930	1440	8.00	S
do.	7	3	1930	6	30	1931	1500	1491.67	S
do.	7	1	1931	6	30	1932	1440	1440.00	S
do.	7	1	1932	6	30	1933	1440	1440.00	S

Total compensation for last five years of active service $7259.67

Average compensation for last five years of active service 646.91 1451.93

Annual rate of retired pay ($ 1451.93 × years 17-89/90 ÷ 40) = $652.97 (Bureau)
(Not exceeding 30)

U. S. GOVERNMENT PRINTING OFFICE: 1931 11—10551

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

CERTIFICATE OF MEDICAL EXAMINATION, DISABILITY RETIREMENT

(Act of March 4, 1925)

August 23, 1933.
(Date)

NAME OF CLAIMANT Collins, John E. DESIGNATION Cherry Island Rear Light

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

Applicant is an obese white male - showing no signs of dyspnea cyanosis or jaundice - Walks with a slight limp (weak feet).

Height 5 ft. 9" Weight 225# pounds. Complexion Ruddy
Color of eyes Blue Color of hair Gray

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: Feb. 1930 - Operation for appendicitis. Feb. 1933 - In U. S. Marine Hospital for pain at site of incision. X-ray showed "stone" in lower pelvis. Condition on discharge (Form 1918) given as improved. Further hospitalization during June, July. Operation for "stone" and adhesions. Internal hernia repaired. X-rays showed spurs on heel. Has not recovered fully.

Here describe fully nature of disability: from operation. Weakness in incision. Obesity. Abdominal incision healed. Tender on palpation.
Slight cardiac hypertrophy.
Weak feet - Spurs on heel.
Prostate enlarged +1 Neurasthenia.

Claimant describes the duties of his position as follows:
Cutting grass - painting - climbing to lights.
Labor work at depot.

Is disability to perform such duty of a permanent character? Yes.

Is it indicated that applicant may recover from disability and be fit for restoration to active duty? Doubtful Do you recommend reexamination with this in view? Yes

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

Lewes, Del., August 7, 1933.
(Place of examination)

E. L. Stambaugh
(Examining Surgeon)

A. A. Surgeon, U.S.P.H.S.
(Title and branch of medical service)

U. S. GOVERNMENT PRINTING OFFICE: 1931 11—10543

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED
(In case of disability retirement, execute medical certificate on Form 9a)

Name John E. Collins Date of birth July 1, 1880
Designation Classified Laborer

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 Month	Beginning Day	Beginning Year	Ending Month	Ending Day	Ending Year	Remarks
Corps							
Employment							
Lighthouse Service	9	5	1918	8	31	1933	
Classified Laborer beginning July 1, 1933, to August 31, 1933. On administrative							
ough during entire period and in Marine Hospital, Baltimore, Md., part of							
r operation and recovery. Not able to work.							
Total service							17 yrs.11 mos.26 days

Applicant receive or has he applied for a pension from the Government under any law? No If so, give number (17-9-36)
pension certificate or of claim:
plicant receive or has he applied for compensation under the War Risk Insurance Act? No If so, give
er of claim:
ant receive or has he applied for compensation under the Federal Compensation Act, as amended? No
ate the compensation received:

September 18, 1933

Superintendent of Lighthouses, Philadelphia, Pa.

In reference to your recommendation dated September 1 for the disability retirement of John E. Collins whose designation was changed from keeper to classified laborer effective July 1, 1933, but who did not perform any duty under the latter designation for the reason that he was unable to work and was therefore carried in a leave without pay status from July 1 to August 31, inclusive:

In arriving at the total retirement pay rate per annum, the Bureau reduced the total service shown on page 2 of Form 9 to 17 years, 9 months and 26 days, this being the net service after deducting the two months leave without pay mentioned above. Therefore the last line at the bottom of page 2 of Form 9 should show: Annual rate of retired pay ($1451.93 x years 17.822 ÷ 40)= $646.91.

Department notice of retirement dated September 12 is forwarded herewith.

For the Commissioner:

Chief of Personnel Division

Incl
H-M

LIGHTHOUSES
1933 SEP - 13 - AM 10: 19

September 12, 1933.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

In accordance with the provisions of the Act of March 4, 1925, entitled An Act to Provide for Retirement for Disability in the Lighthouse Service, you are, upon recommendation of the Commissioner of Lighthouses, hereby retired from that service (Fourth District) effective beginning September 1, 1933, with retired pay at the rate of $646.91 per annum.

By direction of the Secretary:

Respectfully,

[redacted]. J. GARDNER.

Chief of Appointment Division.

G

SEP 18 1933

EK (1)

STANDARD FORM 127
APRIL 1952
PRESCRIBED BY GENERAL SERVICES ADMINISTRATION
REG. 3-IV-302.

REQUEST FOR OFFICIAL PERSONNEL FOLDER
(SEPARATED EMPLOYEE)

1. DATE OF REQUEST: 18 March 1958

Submit in duplicate to the Federal Records Center, St. Louis, Mo.

SECTION I—TO BE COMPLETED BY REQUESTING OFFICE

RECEIVED
MAR 20 9 49 AM '58
FEDERAL RECORDS CENTER

General Services Administration
Records Management Service, Region 6
Federal Records Center
1724 Locust Street
St. Louis 3, Mo.

C 452

2. NAME (*Last, first, middle*)	3. NAME UNDER WHICH FORMERLY EMPLOYED FEDERALLY (*If other than item 2*)	4. DATE OF BIRTH
Collins, John Edward		7-1-1880

5. FORMER FEDERAL EMPLOYING OFFICE (*Agency, bureau or equivalent, address, and dates of employment*)

Lighthouse Service
Philadelphia, Pennsylvania
Retired 8-31-33

9-5-15

(*If formerly employed by agencies in addition to above, list under item 7*)

6. PERSONNEL FOLDER ACTION (*Check appropriate box*)

- [ ] a. CURRENTLY EMPLOYED. REQUEST TRANSMISSION OF FOLDER COVERING PREVIOUS FEDERAL EMPLOYMENT FOR PERMANENT RETENTION
- [X] b. REQUEST TRANSMISSION OF FOLDER FOR TEMPORARY USE
- [ ] c. CONSOLIDATE ATTACHED PAPERS WITH OFFICIAL PERSONNEL FOLDER PREVIOUSLY FORWARDED

7. REMARKS

Two Folders Department of Commerce or Treasury and Bureau of Lighthouses. Official Personnel Folder sent from The National Archives, Washington, D. C. Record Group 26 or 56.

SECTION II—FOR USE BY FEDERAL RECORDS CENTER, ST. LOUIS, MO.

8.

- [ ] a. CONSOLIDATE ATTACHED PAPERS WITH FOLDER PREVIOUSLY FORWARDED
- [✓] b. FOLDER ENCLOSED 3/21/58
- [ ] c. FOLDER NOT LOCATED
- [ ] d. FLAGGED, FOLDER TO BE FORWARDED WHEN LOCATED
- [ ] e. FOLDER PREVIOUSLY REQUESTED IS ENCLOSED
- [ ] f. FOLDER FORWARDED ON A LOAN BASIS IN LIEU OF INFORMATION REQUESTED. IF EMPLOYEE IS REHIRED, FOLDER SHOULD BE RETAINED BY YOUR AGENCY

9. REMARKS

NOTE.—Original will be used as charge-out by Federal Records Center. Duplicate will be returned as transmittal sheet when appropriate.

TO:
ADDRESS: Chief, Civilian Personnel Division
U. S. Coast Guard
1300 E Street N. W.
ATTN: Washington 25, D. C.

Requesting agency will type name and address of office submitting request in address box. To be used to mail folder or reply.

U. S. GOVERNMENT PRINTING OFFICE 16—66697-1

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

John E. Collins (Name) — Dela. (Legal Residence)

STATUS

11—8040

DESIGNATION	ACTION	SALARY	BUREAU—SERVICE—STATION	DATE OF EFFECT
2d Asst Keeper		456	Lt Brandywine Shoal L.S. Dela	Sept. 5, 1915
1st " "	Promo	480	" " "	Dec. 1, 1915
" " "	"	540	" " "	Jan. 1, 1916
" " "	Trans	540	" Elbow of Cross Ledge L.S. N.J.	March 8, 1916
Keeper	"	600	" Reedy Isd Rg Front etc Del	April 25, 1917
"	Incr.	900	" " " "	Nov. 1, 1918
"	"	960	" " " "	Sept 5, 1920
"	Trans	840	" Finns Pt. Rge etc NJ.	Feb. 1, 1923
"	Promo	900	" " "	Oct 1, 1923
"	Read of Pay	1140	" " "	July 1, 1924
"	"	1320	" " "	Feb 1, 1925
"	Incr.	1380	" " "	July 1, 1925
"	COMPENSATION Act. May 28, 1928.	1440	" " "	JUL 1 1928
"	COMPENSATION Act. July 3, 1930	1500	" " "	JUL 3 1930
"	Transfer	1440	L.H. Cherry Id L.S.	7-1-31

Services discontinued from close 6/30/33.
(Given Contract employment)

Retired As Laborer Effective Sept. 1, 1933
$646.91 p.a. (Disability)

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.

MAR 18 1940

File received - MAR 18 1940

2 — 2 File 92

2 November 1948
FA-PA 75

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

Gentlemen:

Reference your file Misc-2877009. Inclosed is a letter of Mr. John E. Collins, 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 September 1, 1933 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 Standard Form 50 (9 part), describing this retirement. This form shows correct computation of retired pay to be $753.85 per annum, whereas, for the period September 1, 1933 to June 30, 1947, Mr. Collins was paid at the rate of $646.91 per annum - an underpayment of $106.94 per year, or $8.92 per month.

Computation of the amount due and appropriations chargeable are as follow:

13-64414 - Retired Pay, Lighthouse Service, 1934	$ 89.20
13-65414 - Retired Pay, Lighthouse Service, 1935	106.94
13-66414 - Retired Pay, Lighthouse Service, 1936	106.94
13-70905 - Retired Pay, Lighthouse Service, 1937	106.94
2081255 - Retired Pay, Lighthouse Service, 1938	106.94
2091255 - Retired Pay, Lighthouse Service, 1939	106.94
2001255 - Retired Pay, Former Lighthouse Service, Coast Guard, 1940	106.94
2011255 - Retired Pay, Former Lighthouse Service, Coast Guard, 1941	106.94
2021255 - Retired Pay, Former Lighthouse Service, Coast Guard, 1942	106.94
2031255 - Retired Pay, Former Lighthouse Service, Coast Guard, 1943	106.94
2041255 - Retired Pay, Former Lighthouse Service, Coast Guard, 1944	106.94
2051255 - Retired Pay, Former Lighthouse Service, Coast Guard, 1945	106.94
2061255 - Retired Pay, Former Lighthouse Service, Coast Guard, 1946	106.94
2071255 - Retired Pay, Former Lighthouse Service, Coast Guard, 1947	106.94
TOTAL	$1479.42

For tax withholding purposes, the records of this office show that Mr. Collins claims three (3) exemptions.

Mr. Collins' mailing address is 234 Sixth Avenue, West Cape May, N. J., and his

tg Office
ton, D. C.

2 November 1948
FA-PA 75

aim 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,

4 NOV 1948

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

Incls:
1. Claimant's letter of 12/29/47
2. Standard Form 50 (9 Part)

CC: Claimant
Budget Division, Sta. 6-3

JGant:LT
11/1/48

GENERAL ACCOUNTING OFFICE
WASHINGTON 25

ISION
PLY PLEASE QUOTE
c-2877009-SL

April 14, 1948

Treasury Department,
U. S. Coast Guard,
Washington 25, D. C.

Sirs:

There is transmitted herewith for administrative examination and report the claim of John Edward Collins, 234 Sixth Avenue, West Cape May, New Jersey, for an amount alleged to be the difference due for retired pay based on gross salary over that paid based on net salary from September 1933 through June 30, 1947.

If there is an amount found due the claimant there should be transmitted a properly prepared payroll, showing the rate of pay, period covered and appropriation chargeable, together with a copy of appointments covering the last five years of service prior to retirement.

The enclosure should be returned with your report.

Respectfully,

P. E. Sours

Chief of Section.

Enclosure

STANDARD FORM 50 (9 PART)
UNITED STATES
CIVIL SERVICE COMMISSION
OCTOBER 1946

FORM APPROVED.
BUDGET BUREAU NO. 50-R064.

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—FIRST—MIDDLE INITIAL—LAST)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Collins, John E. (Mr.)	7-1-1880	58	10-20-48

This is to notify you of the following action affecting your employment:

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
AMENDMENT Retirement (Disability)	Close 8-31-33	

FROM		TO
Keeper	8. POSITION TITLE	
Plus $1440 per annum) $240 pa Qtrs	9. SERVICE, GRADE, SALARY	
U. S. Coast Guard	10. ORGANIZATIONAL DESIGNATIONS	
New York, N.Y. Cherry Island Range Rear Lt.Sta., Del.	11. HEADQUARTERS	
[X] FIELD [ ] DEPARTMENTAL	12. FIELD OR DEPT'L	[ ] FIELD [ ] DEPARTMENTAL

13. 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 $646.91 to $753.85, 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.

Total Service: 17 years, 9 months, 26 days

Computation: ($1691.93 x 17.8222 ÷ 40) = $753.85

H. L. Morgan
H. L. MORGAN
Chief, Civilian Personnel Division

14. SIGNATURE OR OTHER AUTHENTICATION

15. VETERAN'S PREFERENCE								16. POSITION CLASSIFICATION ACTION			
NONE	5 PT.	10 POINT			WWII	WWI	OTHER	NEW	VICE	I. A.	REAL.
		DISAB.	WIFE	WIDOW							
X											

17. SEX	18. RACE	19. APPROPRIATION	20. SUBJECT TO C.S. RETIREMENT ACT (YES—NO)	21. DATE OF OATH (ACCESSIONS ONLY)	22. LEGAL RESIDENCE
M		FROM: TO: Sal., Kprs. of Hts, CG	XXX IH 3-4-25		Del.

☆ U.S. GOVERNMENT PRINTING OFFICE: 1947 — 765880

4. PERSONNEL FOLDER COPY

EAC OCT 21 1948

10-20-48

Lt. 457 4 (b) - 21

PERSONNEL CLASSIFICATION BOARD FORM NO. [illegible] FIELD QUESTIONNAIRE
(To be filled out in accordance with the [illegible]ctions given in P. C. B. Forms Nos. 15 and [illegible])

Bureau No. [illegible] Sheet No.

Space reserved for the use of the Board

1. Collins (Surname) John (Given name) E. (Initial)
2. Department Commerce
3. Bureau Lighthouse Service
4. Field service Pinns Point Front Light Station
5. (a) Field station
   (b) Subdivision
   (c) City or town State
6. Pay roll title Light Keeper
7. Customary office title Keeper 1620
8. Present administrative allocation $1520-$1680
9. Present gross rate of pay $ 1680.00 p.a.
10. Deduction for allowances $ 240.00 p.a.
11. Net rate paid in cash $ 1440.00 p.a.

12. Indicate by an "X" in the proper box or boxes the kind of allowances, if any, received by the employee:
☒ House ☐ Room { ☐ Furnished ☒ Unfurnished } ☐ Heat ☒ Light ☐ Fuel ☐ Laundry ☐ Uniform ☐ Subsistence or rations in kind
Meals per day: ☐ 1 ☐ 2 ☐ 3

13. Describe any other allowance, privilege, or perquisite of value none
14. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, state kind and annual cost

15. (a) Regular hours of work: From Continuous m. to m. (b) How many hours per week excluding unusual or irregular overtime work?
Summer Winter (c) If not a full time and all-the-year-round position, state number of hours per day;
number of days per { week / month / year } (d) If certain hours of availability for duty, outside of regular working hours, are required, state hours and type of such duty

16. (a) Rate of pay for overtime (b) Amount of overtime pay in last 12 months

17. (a) Does the employee in any way direct or supervise other employees? (b) If so, in what way? (See Form 16 before answering)
(c) How many?

18. If the employee supervises other persons through immediate contact, give the name and the sheet numbers of such persons. (For such of these as may not be covered by questionnaires, give number and kinds by occupations.) If the employee exercises supervision through section or division heads, give the title of such sections or divisions and the names and sheet numbers of their heads.

19. (a) Is the employee in any way directed, supervised, or instructed, or his work reviewed? Yes (b) If so, in what way? (See Form 16 before answering.)
Follows printed instructions under general supervision.
B. L. DORR, Supt, Sheet No. 4 (a) - 1

20. What is the name, official position, and sheet number of the employee's immediate superior?

21. Employee's education: Strike an "X" over the number representing the highest grade or year completed in each type of school:

Elementary								High				Normal				College				Postgraduate or professional				
1	2	3	X 4	5	6	7	8	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	(Kind)

Other education (describe):

22. What length and kind of experience or other training did the employee possess upon original entrance into this position which was most qualifying or pertinent?
Boat Burn - Machinist

10—1856

23. TO THE EMPLOYEE: Describe in detail the work you do. Put each distinct duty, task, or process in a separate paragraph. Explain first those that require most of your time. Explain occasional duties last. In the column at the left opposite each paragraph enter the approximate percentage of your time devoted to the work described in that paragraph. DO NOT ATTEMPT TO COMPOSE THIS STATEMENT WITHOUT FOLLOWING THE INSTRUCTIONS OF P. C. B. FORM NO. 15.

Percentage of working time	
14	Lighting and extinguishing light, repairs and adjustments and incidental attendance. Light is incandescent oil vapor.
9	Care of tower and grounds; cleaning and painting and repairing.
5	Getting mail and supplies.
72	Standing by at station for all other purposes.
100	

24. I hereby certify that the foregoing was composed by me after reading P. C. B. Form No. 15, and that it is a true statement of my duties.

John E. Collins
(Signature of Employee)

25. TO THE PREPARING OFFICER: Write your own description of the employee's work. If in describing the work of the position you would cover the same subject matter and use the same language and expressions, indicate your concurrence in the employee's statement and utilize the rest of the space below by giving further and broader information regarding the position, such as the kind and degree of responsibility involved, the ultimate purpose of the work, its place in your organization, its working conditions, etc. If more space is needed, attach a separate sheet. See instructions in Form No. 16.

Concur in description, which is very similar for all Keepers.

26. How long have the employee's duties been substantially as described above? Since appointment Sept. 5, 1915.

27. I hereby certify that to the best of my knowledge and belief the statements made by me on both sides of this sheet are accurate and complete.

Sept. 12, 1928 (Date) — G. Carleton Wansell, (Signature of Preparing Officer) — Chief Clerk. (Title)

28. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief, the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked —. In my judgment the compensation of this position should be in a range from $ 1320. to $ 1620. p.a.

Sept. 12, 1928 (Date) — E. E. DORRY, (Signature of head of field office or station) — Supt. (Title)

29. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked —. In my judgment the compensation of this position should be in a range from $ 1320, to $ 1620

SEP 25 1928, 1928 (Date) — H. B. BOWERMAN (Signature of head of bureau or his representative) — Acting Commissioner of Lighthouses. (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1928

September 12, 1933.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

In accordance with the provisions of the Act of March 4, 1925, entitled An Act to Provide for Retirement for Disability in the Lighthouse Service, you are, upon recommendation of the Commissioner of Lighthouses, hereby retired from that service (Fourth District) effective beginning September 1, 1933, with retired pay at the rate of $646.91 per annum.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER. SEP 16 1933

Chief of Appointment Division.

APPOINTMENT DIVISION
ENTERED ON JOURNAL
SEP 23 1933
SHEET NO. 4358
DEPARTMENT OF COMMERCE

G

CARDED

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name John E. Collins Date of birth July 1, 1880

Designation Classified Laborer

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							
Lighthouse Service	9	5	1915	8	31	1933	
Note; Classified Laborer beginning July 1, 1933, to August 31, 1933. On administrative furlough during entire period and in Marine Hospital, Baltimore, Md., part of time for operation and recovery. Not able to work.							
Total service							17 yrs. 11 mos. 26 days

Does applicant receive or has he applied for a pension from the Government under any law? No If so, give number

Amended to include 9 mos. 26 days as result Comp. Gen. Dec. 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)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
Pay	July	1	1928	June	30	1933	5 yrs.	total	7259.67
Quarters	"	"	"	"	"	"	"	240.00	1200.00
									8459.67

Total compensation for last five years of active service $8459.67

Average compensation for last five years of active service $1691.93

Annual rate of retired pay ($1691.93 × years 17.8222 ÷ 40) = $753.85
(Not exceeding 30)

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

PES
JH

Page 2

DEPARTMENT OF COMMERCE

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 allowances)

Designation	Beginning			Ending			Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year		
Keeper	7	1	1928	6	30	1929	$1440	$1440.00
do.	7	1	1929	6	30	1930	1440	1440.00
do.	7	1	1930	7	2	1930	1440	8.00
do.	7	3	1930	6	30	1931	1500	1491.67
do.	7	1	1931	6	30	1932	1440	1440.00
do.	7	1	1932	6	30	1933	1440	1440.00
								5 [illegible] 9.67
								1457.93

Total compensation for last five years of active service $7259.67

Average compensation for last five years of active service 1451.93

Annual rate of retired pay ($ 1451.93 × years 17-32/30 (Not exceeding 30) (Bur) 40) = 646.91 $558.97 (Bureau)

U. S. GOVERNMENT PRINTING OFFICE: 1934 11—10651

Form 98

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

CERTIFICATE OF MEDICAL EXAMINATION, DISABILITY RETIREMENT

(Act of March 4, 1925)

SUPERINTENDENT OF LIGHTHOUSES AUG 25 1933 PHILADELPHIA

Aug. 23, 1933
(Date)

NAME OF CLAIMANT Collins, John E. DESIGNATION Cherry Island Rear Light

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

Applicant is an obese white male - showing no signs of dyspnea cyanosis or jaundice. Walks with a slight limp (Weak feet).

Height 5 ft. 9" Weight 225 # pounds. Complexion Ruddy

Color of eyes Blue Color of hair Gray

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: Feb. 1930 Operation for appendicitis. Feb. 1933 - in U.S. Marine Hosp. for pain at site of incision. X Ray showed "stone" in lower pelvis. Condition on discharge (Form 1918) given as improved. Further hospitalization during June-July - operation for "stone" and adhesions, internal hernia repaired. X Rays showed spurs on heel. Has not recovered fully

Here describe fully nature of disability: from operation. Weakness in incision. Obesity. Abdominal incision healed - Tender on palpation Slight cardiac hypertrophy. Weak feet - Spurs on heel. Prostate enlarged +1 Neurasthenia.

Claimant describes the duties of his position as follows: Cutting grass - painting - Climbing to lights. Labor work at Dept.

Born July 1, 1883

Is disability to perform such duty of a permanent character? Yes.

Is it indicated that applicant may recover from disability and be fit for restoration to active duty? Doubtful Do you recommend reexamination with this in view? Yes.

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

Lewes Del. August 7, 1933
(Place of examination)

E. L. Stambaugh
(Examining Surgeon)

A.A. Surgeon U.S.P.H.S
(Title and branch of medical service)

U. S. GOVERNMENT PRINTING OFFICE: 1931 11—10543

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 13, 1933.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

In view of the discontinuance of Cherry Island Rear Range Lightstation, Delaware, the Department, upon recommendation of the Commissioner of Lighthouses, has discontinued, without prejudice, your services as keeper of that station, effective at the close of business on June 30, 1933.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER
Chief of Appointment Division.

JUN 14 1933

REGARDED

APPOINTMENT DIVISION
ENTERED ON JOURNAL
JUN 17 1933
SHEET NO. 4246
DEPARTMENT OF COMMERCE

DSE

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
PHILADELPHIA, PA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

IN REPLY REFER TO
FILE NO.

OFFICE OF SUPERINTENDENT, 4TH DISTRICT
PHILADELPHIA, PA.

1931 JUL 9 AM 9:32

1931 JUL 21 AM 11 14

DEPARTMENT OF COMMERCE
JUL 21 1931
APPOINTMENT DIVISION

To Dept.

JAH
501

July 8, 1931.

Commissioner of Lighthouses, Washington:

1. Reference is made to Bureau endorsement of February 20, 1920, on copy of Department letter dated February 12, 1920, relative to effective dates of transfers, promotions, etc. The following change took effect in this district July 1, 1931:

2. COLLINS, JOHN E. Transferred and appointed Keeper of Cherry Island Range Rear Light Station, Delaware, at $1440.00 per annum. Before this change he was Keeper of Finns Point Range Front Light Station, New Jersey, at $1500.00 per annum.

3. Finns Point Range Front Light Station, New Jersey, was made automatic July 1, 1931, and the position of Keeper of the station was discontinued at close of June 30, 1931. The Bureau's attention is invited to Form 80 from this office dated April 3, 1931, and approved by the Bureau April 8, 1931 -- Bureau file 1259A.

notes →

John E. Collins
Service
Div. D.h.
June 13/31
out close 6/30/31.

Superintendent of Lighthouses.

C. S. REPORT DATA
ENTERED

CARDED

Bureau of Lighthouses, Washington
JUL 21 1931

Submitted to Secretary of Commerce for his information
For the Commissioner:

Chief, Personnel Division.

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

May 5, 1931.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective May 16, 1931, or as soon thereafter as you enter on duty (change of station).

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

By direction of the Secretary.

Respectfully,

MAY - 7 1931

EDW. J. GARDNER

Chief of Appointment Division.

From: $1500 per annum.

To: $1440 per annum.

Service and grade: Field.

Appropriation (unit):

CARDED

N

APPOINTMENT DIVISION
ENTERED ON JOURNAL
MAY 9 - 1931
SHEET NO. 2034
DEPARTMENT OF COMMERCE

GOVERNMENT PRINTING OFFICE 11—9051

Form 73

JAH
Pers.

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE APR 30 1931 APPOINTMENT DIVISION

1931 APR 30 AM 11 24

CHIEF CLERK

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fourth DISTRICT.

Philadelphia, Pa., April 28, 1931.
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and appointment. To fill existing vacancy.

Name, John E. Collins. (Request)

Position, Keeper. 16 yrs Service.

Location, Cherry Island Range Rear Light Station, Delaware.

Effective, May 16, 1931.

Legal residence, New Jersey.

Proposed salary, $1440.00 per annum. Basic Salary

Proposed range, $1260 to 1620 per annum.

Appropriation, Salaries, Keepers of Lighthouses.

DEPARTMENT OF COMMERCE MAY 5 1931 APPOINTMENT DIVISION

~~the date he reports for duty~~, or as soon thereafter as he enters on duty.

Former position, Keeper.

Former salary, $1500.00 per annum.

Location, Finns Point Range Front Light Station, New Jersey.

Former range, $1320 to 1680 per annum.

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

x x x

Previous incumbent, Julian Bacon. (Lt. #~~466~~ 446 - 138 U) Services terminated, December 31, 1930.

Reason, Transferred to Keeper of Marcus Hook Range Rear Light Station, Delaware, effective January 1, 1931.

Members of family in Government service, None.

Date of birth, July 1, 1880.

Remarks: Mr. Collins has requested this transfer in writing. Finns Point Range Front Light Station, New Jersey, is to be made automatic.

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

4-30-31

Secretary, Civil Service District.

Irving L. Gill
Superintendent, 4th Lighthouse District

BUREAU OF LIGHTHOUSES
WASHINGTON

April 29, 1931

Submitted to the Secretary of Commerce, approved.

Action O. K.

Chief Clerk.

APPOINTMENT DIVISION NECESSARY ACTION TAKEN MAY 6 1931 DEPARTMENT OF COMMERCE

W. P. Hartman
Acting Commissioner of Lighthouses.

1 Strike out the clause which does not apply.

11—2314

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 3, 1930.

John E. Collins

Through the Commissioner of Lighthouses.

Sir:

You are advised that under the Brookhart Act your compensation has been changed as indicated below, effective July 3, 1930.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

CARDED

APPOINTMENT DIVISION ENTERED AUG 9 1930 ON JOURNAL DEPARTMENT OF COMMERCE

From:
1440
To:
1500
4th Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
PHILADELPHIA, PA.

GCW-JFB

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

IN REPLY REFER TO
FILE NO.

LIGHTHOUSES
1929 JAN 31 AM 9 17

OFFICE OF SUPERINTENDENT, 4TH DISTRICT
PHILADELPHIA, PA.

Jamary 30th, 1929.

CHIEF CLERK
1929 FEB 1 AM 11 23

John E. Collins, Keeper,
Finns Point Front L. H,
Salem, N. J. (RD #4).

1 At an inspection on the 28th instant, your station was found unattended as were two children too small to be left alone.

2 Your attention is called to paragraph 131, page 47, of Instructions to Employees 1927, requiring a competent person to be left in charge during your absence.

3 This is a condition that will not be tolerated and will call for drastic measures should it occur again.

4 You are cautioned and will be guided accordingly.

For and in the absence
of the Superintendent:

G. W. HITCHENS,

ASSISTANT SUPERINTENDENT.

CARDED
file

2 copies to Bureau of L. H.

Bureau of Lighthouses, Washington
JAN 31 1929

Submitted to Secretary of Commerce for his information

F. O. Dillon
Acting Commissioner of Lighthouses

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

Mr. John H. Collins,

Through the Chief, Bureau of Lighthouses.

Sir:

You are advised that under the Welch Act your compensation has been changed as indicated below, effective July 1, 1928.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

From: $1320

To: $1440

CARDED

11—9564

APPOINTMENT DIVISION ENTERED JUL 2 1928 ON JOURNAL DEPARTMENT OF COMMERCE

CROSS REFERENCE

SEE FILE--464/16/ D#

NAME Collins, John E. POSITION Keeper

BUREAU L.H. STATION 4th Dist.

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

BASE PAY	Bonus	Total	Allowances			As Classified for estimate purposes			Recommendations regarding differential from standard rates		
			Items	Value	Aggregate	Service	Grade	Pay	Is differential recommended	Amt. per annum to be Added	Subtracted
840	240	1080	XCR	404.25	1484.25	LHS	5	1260	yes	60	

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

approv-1260

GRADE RECOMMENDED 5

RANGE OF COMPENSATION RECOMMENDED FROM $ 1200 TO $ 1440

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, $ 50.00 est.

17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)

(a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☒ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8

(b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4

(c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3

(d) College: Name -; years ☐ 1 ☐ 2 ☐ 3 ☐ 4

(e) Post graduate work: Kind -; years ☐ 1 ☐ 2 ☐ 3

(f) Correspondence courses: Kind -; number of lessons ; number completed

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

	Percentage of total time given to each task
1. Lighting and extinguishing light, repairs and adjustments and incidental attendance - average 3 hrs. per day	12-1/2
2. Care of tower and grounds, cleaning and painting and repairing - Average 2 hrs. per day.	8-1/3
3. Getting mail and supplies - average 1 hr. per day	4-1/6
4. Standing by at station for all other purposes - average 18 hrs. per day	75
	100 %

Has oil lamp in tower on dwelling.
(Station has quarters for family. Is about 6 miles from supplies)

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

Sheet No. 56
2—12758

DO NOT WRITE IN THIS SPACE			
	a		
	b		
	c		
	d		

1. Collins (Surname) John (Given name) E. (Initial)
2. Department Commerce
3. Bureau Lighthouses
4. Field Service Lighthouse Service
5. (a) Field Station 4th Lighthouse District
   (b) Subdivision Finns Point Range Front Light Station
   (c) City or town Salem State N. J.
6. Pay-roll title Keeper
7. Customary office title Keeper

8. (a) Number of regular working hours of the position, per day Continuous; per week -
   (b) If this is not a full-time position, state percentage of time employed per day -; or per week -
   (c) If night work, wholly or in part, state the hours: From - m. to - m.
9. If this is not an all-year-round position, state approximate number of days employed each year -
   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 $ 840. per annum; bonus, $ 240. per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ 840. per " ; bonus, $ 240. per annum.
13. If the employee receives overtime pay, state the rate -
14. Title of appropriation or fund from which basic compensation is paid Salaries of Keepers of Lighthouses
15. Indicate by an "X" in the proper box any of the following allowances received, in addition to salary or wages: ☒ Quarters; ☐ 3 meals per day; ☐ 2 meals per day; ☐ 1 meal per day; ☐ Subsistence or rations in kind; ☐ Uniform; ☐ Laundry; ☒ Fuel; ☒ Light; ☒ Heat. If cash allowances are made for any of these items, state which items and the amounts per annum
Subsistence allowance of 45¢ per day - $164.25 p.a.
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, $ 50.00 est.
17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
   (a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☒ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8
   (b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
   (c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3
   (d) College: Name -; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
   (e) Post graduate work: Kind -; years ☐ 1 ☐ 2 ☐ 3
   (f) Correspondence courses: Kind -; number of lessons ...; number completed ...

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

	Percentage of total time given to each task
1. Lighting and extinguishing light, repairs and adjustments and incidental attendande - average 3 hrs. per day	12-1/2
2. Care of tower and grounds, cleaning and painting and repairing - Average 2 hrs. per day.	8-1/3
3. Getting mail and supplies - average 1 hr. per day	4-1/6
4. Standing by at station for all other purposes - average 18 hrs. per day	75
	100 %

Has oil lamp in tower on dwelling.
(Station has quarters for family. Is about 6 miles from supplies)

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

Own responsibility under printed regulations and general instructions by Superintendent.

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

One Keeper at this station

21. How long have the employee's duties been substantially as described above? **Since appointment Feb. 1, 1923.**

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

JUL 10 1923 (Date), 1923. R A Dorry (Signature of Preparing Officer) (Title) **Superintendent, 4th Lighthouse District.**

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		
Common School		X

Technical Education: If essential, kind and extent

Experience: If essential, kind and extent **1 to 2 yrs. as Assistant Keeper.**

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 $ **1080.** to $ **1200.**

JUL 10 1923 (Date), 1923. R A Dorry (Signature of head of field office or station) (Title) Superintendent, 4th Lighthouse District

GOVERNMENT PRINTING OFFICE 2—12758

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1925.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 1320 per annum to $ 1380 per annum, effective July 1, 1925.

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

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

11—8074

H.
4th

CARDED

APPOINTMENT DIVISION
ENTERED
JUL 9 1925
ON JOURNAL
DEPARTMENT OF COMMERCE.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 31, 1925.

r. John E. Collins,
M

Commissioner of Lighthouses,

Sir: Through the

In connection with the readjustment of pay of positions in the Lighthouse Service the total compensation of the position occupied by you has been fixed as indicated below, effective February 1, 1925.

By direction of the Secretary:

Respectfully,

EDW. T. GARDNER,

Acting

Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED FEB 4 1925 ON JOURNAL DEPARTMENT OF COMMERCE

Position: Keeper

Salary: $1320 ✓

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

4th

JSJ

CARDED FEB 5 - 1925

(CROSS REFERENCE)

Clifton Todd C In accordance with authority

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

adjusted to $ 1440, effective July 1, 1924.

For authorization see letter dated AUG 1 1924 File No. 1095/21.

IN REPLYING ADDRESS
COMMISSIONER OF LIGHTHOUSES
AND REFER TO DATE OF THIS LETTER
AND FILE NO

EK

(COPY)

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

1924 MAY 26 PM 3 23

LIGHTHOUSES
MAY 17 1924
PHILADELPHIA

1924 MAY 23 AM 8 53

May 15, 1924.

DEPARTMENT OF COMMERCE
MAY 27 1924
APPOINTMENT DIVISION.

Superintendent of Lighthouses, Philadelphia, Pa.

1. The Bureau is advised by the Department that its records are incomplete regarding the following employees as indicated:

Name.	Position	Date	Nature of Change	Information Required.
Collins, John E.	Keeper	10/12/23	Incr.	Eff. date.

2. Furnish the above as soon as practicable.

Hydro
Radio
Engr. Cons.
Mar. Eng.
Personnel
Financial
Law and Prop.
Adm Asst.
Dep. Comr.
Comr.

(Signed) H. B. BOWERMAN

Acting Commissioner of Lighthouses.

GCW-JFB ENDORSEMENT

Office of Supt, 4th L. H. District,
Philada, Pa,
19 May 1924

Commissioner of Lighthouses,
Washington. D. C.

1 The pay of John E. Collins was changed from $840.00 to $900.00 per annum October 16, 1923. This increase was on account of a change in the light from oil to 10V, in accordance with Bureau approval of Sept. 14, 1923, on Form 80 from this office -- Bu. file 1259-A.

Superintendent of Lighthouses.

CARDED

Bureau of Lighthouses, Washington

Submitted to Secretary of Commerce for his information

MAY 26 1924

Acting Commissioner

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

October 12, 1923.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 840 per annum to $900 per annum, effective October 16, 1923, or as soon thereafter as you enter on duty (including $60 per annum longevity pay).

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

By direction of the Secretary:

Respectfully,

(SIGNED) [illegible]

Chief of Appointment Division.

11—8074

P
G
4th

APPOINTMENT DIVISION
OCT 15 1923
ENTRY ON JOURNAL
DEPARTMENT OF COMMERCE

CARDED.

U. S. REPORT DATA
ENTERED

Form 73

HFM/H Pers. LIGHTHOUSES

1923 OCT 10 AM 8 03

CHIEF CLERK

OCT 11 AM 10 46

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fourth DISTRICT,

Philadelphia, Pennsylvania, October 9, 1923.
(City.) (Date.)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion and appointment.

Name, **John E. Collins.** Legal residence, **Delaware.**

Position, **Keeper.** Salary, **$900.00 per annum (includes longevity pay of $60.00 per annum).**

Location, **Finns Point Range Front Light Station, New Jersey.** Appropriation, **Salaries, Keepers of Lighthouses.**

Effective **October 16, 1923.** { ~~the date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Keeper. Former salary, **$840.00 per annum (including longevity pay of $60 p.a.).**

Location, **Finns Point Range Front Light Station, New Jersey.**

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

Previous incumbent, Himself. Services terminated, **about Oct. 15, 1923, at $840.00 per annum.**

Reason, **See "Remarks".**

Members of family in Government Service, None.

Remarks: A 35 MM IOV apparatus will be installed at Finns Point Front about Oct. 16, 1923, in place of constant level oil lamp. It is recommended that the keeper be promoted and his pay increased to $900.00 per annum, in accordance with Bureau approval of September 14, 1923, on Form 80 from this office - Bu file 1259-A.

Selection regular, subject to the action of the
U. S. Civil Service Commission, OCT 15 1923, 19

DEPARTMENT OF COMMERCE

10-12-23

Secretary, Civil Service District.

Superintendent, 4th Lighthouse District

BUREAU OF LIGHTHOUSES
WASHINGTON

OCT 10 1923

Submitted to the Secretary of Commerce, approved. It is recommended that the base pay of the position of keeper at Finns Point Range Front Light Station be increased from $780 per annum, to $840 per annum, effective October 16, 1923. This proposed increase in the pay of the position of keeper at this light station is in accordance with existing regulations for an increase of $60 per annum in the base pay where important illuminating appratus is to be installed.

APPROVED:

H. B. BOWERMAN

Acting Commissioner of Lighthouses.

ACTING SECRETARY OF COMMERCE.

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

11—2314

(Cross reference.)

February 15, 1923, The Bureau of Lighthouses advises the Department of the date of effect of the following change:

Name	Position	Salary	Nature of Change	Effective Date
John E. Collins	Keeper	$840pa.	Demotion	Feb.1, 1923

See file John S. Birch.

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON Jamary 24, 1923.

M r. John E. Collins.

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 960 per annum to $ 840 per annum, effective February 1, 1923, or as soon thereafter as you enter on duty, (including $60 per annum longevity pay).

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

By direction of the Secretary:

Respectfully,

APPOINTMENT DIVISION ENTERED JAN 24 1923 ON JOURNAL DEPARTMENT OF COMMERCE

(SIGNED) CLIFFORD HASTINGS JAN 24 '23

Chief of Appointment Division.

11—8074

C
C
4th

U. S. REPORT DATE ENTERED

CARDED

Form 73

GCW/H
Pers.

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1923 JAN 23 AM 8 45

1923 JAN 24 AM 9 15

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fourth DISTRICT.

SPECIAL

Philadelphia, Pennsylvania, January 16, 1923.
(City.) (Date.)

DEPARTMENT OF COMMERCE
JAN 24 1923
APPOINTMENT DIVISION

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer, reduction, and appointment.

Name, John E. Collins. Legal residence, Delaware.

Position, Keeper. Salary, $840.00 per annum (includes longevity pay of $60.00 per annum)

Location, Finns Point Range Front Light Station, New Jersey. Appropriation, Salaries, Keepers of Lighthouses.

Effective February 1, 1923. ~~the date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Keeper. Former salary, $960.00 per annum (including longevity pay of $60 p.a.)

Location, Reedy Island Range Front Light Station and Appoquinimink River Range Lights, Delaware.

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

x x x

Previous incumbent, John S. Birch. Services terminated, on or about Jan. 31, 1923.

Reason, Nomimated for transfer and appointment to the position of keeper of Tinicum Island Range Rear Light Station, N. J.

Members of family in Government Service, None.

Remarks: Mr. Collins has requested this transfer in writing, with the knowledge that it carries with it a reduction in pay. This recommendation will not be in violation of Section 2 of Civil Service Rule 1.

APPOINTMENT DIVISION
NECESSARY ACTION TAKEN
JAN 24 1923
DEPARTMENT OF COMMERCE

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

1/24/23.

Secretary, Civil Service District.

Superintendent, 4th Lighthouse District

BUREAU OF LIGHTHOUSES
WASHINGTON

JAN 23 1923

Submitted to the Secretary of Commerce, approved.

J. S. CONWAY
Acting Commissioner of Lighthouses.

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

11—2314

...ER:LCH

SEP 1 - 1920

...SIGNMENTS

SEP 2 1920

Sir:

Referring to report of assistance rendered by you on August 25, 1920, in towing to Port Penn, Delaware, the disabled Launch NAUTILUS, with three women and two men aboard, the Department is pleased to commend you for the services rendered, which will be noted on the records as part of your official history.

Respectfully, J. W. ALEXANDER

Secretary of Commerce.

John E. Collins, Keeper,
Reedy Island Range Front Light Station, Del.
(Through Commissioner of Lighthouses)

LIGHTHOUSES---Appointment Division's files

J. W. ALEXANDER

Exact copy as signed by_____

Mailed_____by_____

NOTICE OF CHANGE IN SALARY
KEEPERS--LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

August 18, 1920.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $900. per annum to $960. per annum, effective September 5, 1920 (including $60. per annum longevity pay).

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

By direction of the Secretary:

Respectfully,

APPOINTMENT DIVISION RECEIVED AUG 1 1920

CARDED

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

U. S. REPORT DATA ENTERED

S
C
4th district

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
PHILADELPHIA, PA.

ADDRESS ALL COMMUNICATIONS TO SUPERINTENDENT 4TH DISTRICT PHILADELPHIA, PA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

IN REPLY REFER TO
FILE NO. 557.

LIGHTHOUSES

OFFICE OF INSPECTOR, 4TH DISTRICT
PHILADELPHIA, PA.
1920 AUG 11 AM 8 30

HFM

Recomd'g longevity
pay, J.E.Collins.

APPOINTMENTS
1920 AUG 16 PM 12 58

August 10, 1920.

HEMPSTEAD CO. OF D.C.

COMMISSIONER OF LIGHTHOUSES,
Washington, D.C.

CHIEF CLERK

1. On Sept.5,1920, Mr. John E.Collins, keeper of Reedy Island Range Front Light-Station and Appoquinimink River Range Lights, Del., will have completed five years of continuous service.

1920 AUG 16 AM 11 50

2. I respectfully recommend that longevity pay of $5.00 per month be granted him on the date named.

Saf. Hpr.

For and in the absence of the Superintendent,
Hitchens
First Asst. Superintendent.

APPOINTMENT DIVISION
NECESSARY ACTION TAKEN
AUG 18 1920
DEPARTMENT OF COMMERCE

Bureau of Lightnouses, Washington
AUG 13 1920

1920 AUG 16 AM 11 50

Submitted to Secretary of Commerce recommended for approval.

Commissioner.

NOTICE OF CHANGE IN SALARY
KEEPERS -- LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON November 15, 1918.

Mr. John E. Collins,
M

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper of the Lighthouse Service has been changed from $ 600 per annum to $ 900 per annum, effective November 1, 1918.

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

By direction of the Secretary:

Respectfully,

(Signed) Clifford Hastings

Chief of Appointment Division.

CHARGED

OR BASIS OF THIS ACTION BE
LETTER DATED 10/23/18
LETTER OF 10957/4

P
Ho

APPT. DIV. RECEIVED
NOV 14 1918
DEPARTMENT OF COMMERCE

USE TYPEWRITER—SEE INSTRUCTIONS ON BACK.

MAKE NO ENTRIES IN THIS COLUMN.

UNITED STATES
BUREAU OF EFFICIENCY.
FORM 8.

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

LIGHT
NOV 24 1916
HOUSES

RECORD OF CIVIL EMPLOYEE.

JULY 1, 1916.

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

Collins, John E.

2. Department:

Commerce.

3. Bureau, office, or service:

Lighthouse.

4. Designation of position:

First Assistant Keeper.

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

First Assistant Keeper of

Elbow of Cross Ledge Lt.Sta., N.J.

6. Annual earnings:

$500.

7. Kind of appropriation:

LS

8. Present rate of pay:

$ $540. PA

9. Initial rate of pay:

$ 456. PA

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

Substitute—		Regular—	
Years:	Months:	Years:	Months:
			10

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

Maryland.

12. Race:

W.

13. Sex:

M.

14. Date of birth—

Month: July

Year: 1880

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

E8.

16. Marital condition:

D.

17. War veteran?

No.

18. Appointed from—

Congressional district and State: At large- Delaware

County: Kent.

19. Civil service status:

C.

20. Method by which classified status was obtained:

CE.

21. Place of employment—

City: Philadelphia

State: Penna.

DO NOT FOLD THIS CARD.

11—5869

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

Department of Commerce and Labor

LIGHTHOUSE SERVICE

OFFICE OF INSPECTOR 4TH L. H. DIST. PHILADELPHIA, PA. APR 28 1917

LIGHT MAY 1 1917 HOUSES

I, John E. Collins,

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 E Collins
(Appointee signs here)

CHIEF CLERK MAY 17 1917

[2] Sworn to (See below) and subscribed before me, this[3] 7th day of

Maine, A. D. 191 7.

(Affix official seal here)

[4] (Name) [illegible]

(Official title) Notary Public

APPOINTMENT MAY 17 1917

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present Keeper.	$600.00 p.a.	(Reedy Island Range Front Light Station & (Appoquinimink River Range Lights, Del.
Former[5] First Asst.Kpr.	$540.00 p.a.	Elbow of Cross Ledge Lt.Sta.,Del.Bay,N.J.

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

Office of Lighthouse Inspector, Fourth District

Philadelphia, Pa., April 28, 1917.
(Address) (Date)

The above-named appointee entered upon duty on April 25, 1917.
(Date)

CANCELLED.

In the absence and by direction of the Inspector
Chief Clerk

(Signature, followed by title)
Inspector, 4th L.H.District.

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

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

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

[4] This oath should be taken before a justice of the peace, notary public, judge, clerk of a court, or any other officer having authority to administer oaths, but never before a collector of customs, as he has no power to administer oaths in such cases. In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk.

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

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

11—944

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

April 13, 1917.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

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

Keeper

in the Lighthouse Service

at a salary of Six Hundred dollars per annum,

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

(By transfer from first assistant keeper at $540 per annum.)

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

C Chief of Appointment Division.

CARDED

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Freddie C. Hill.

Legal Residence: Delaware.

APPOINTMENT DIVISION ENTERED APR 13 1917 DEPT OF COMMERCE

Form 78

RJC.
Pers.

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, Fourth DISTRICT,

Philadelphia, Pa., April 10th, 1917.
(City.) (Date.)

LIGHT HOUSES APR 11 1917

CHIEF CLERK APR 13 1917

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer, promotion and appointment.

Name, John E. Collins, Legal residence, Delaware.

Position, Keeper. Salary, $600.00 per annum.

Location, Reedy Island Range Front Light Station and Appoquinimink River Range Lights, Delaware. Appropriation, Salaries, Keepers of Lighthouses.

Effective April 20, 1917, } the actual date of entrance on duty, or as soon thereafter as he enters on duty.

APPOINTMENTS APR 13 1917

DEPARTMENT OF COMMERCE APR 13 1917

Former position, First Assistant Keeper. Former salary, $540.00 per annum.

Location, Elbow of Cross Ledge Light Station, Delaware Bay, New Jersey.

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

Previous incumbent, Freddie C. Hill, Services terminated, on or abt. Apr.19,1917.

Reason, Nominated for transfer to the position of Keeper of Baker Range Light Station, Del., effective on or abt. Apr.20, 1917.

Members of family in Government Service, x x x

Remarks: Quarters furnished by Government for family.

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

Ford

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved. APR 12 1917

H. B. Bowman

Acting Commissioner

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

11—2314

Form 73a
RJC.
Pers.

REPORT OF TRANSFER OF APPOINTEE

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT HOUSES MAR 2 1916

OFFICE OF LIGHTHOUSE INSPECTOR, Fourth DISTRICT.

Philadelphia, Pa., March 1st 1916.

CHIEF CLERK MAR 2 1916

THE COMMISSIONER OF LIGHTHOUSES:

The following-named employee will be transferred as indicated, and will enter upon duty at his new station on or about March 7, 1916. $540.

Name, Collins, John E.

Position, First Assistant Keeper.

From Brandywine Shoal Light Station, Del. Bay, Delaware.

To Elbow of Cross Ledge Light Station, Del. Bay, N.J.

Previous incumbent, Jay W. Haldeman.

Services terminated, February 20, 1916,

Reason, Without prejudice; tendered contract as Laborer at Edgemoor L.H.Depot, Del., effective February 21, 1916.

APPOINTMENT DIVISION ENTERED MAR 2 - 1916 ON JOURNAL DEPT OF COMMERCE

Rout

CARDED.

, 191

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

11—4598

BUREAU OF LIGHTHOUSES
WASHINGTON

MAR 2 1916

Submitted to the Secretary of Commerce for his information.

S Cunway
Acting Commissioner.

Form 73a
RTC.
Pers.

REPORT OF TRANSFER OF APPOINTEE

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT HOUSES MAR 18 1916

OFFICE OF LIGHTHOUSE INSPECTOR, Fourth DISTRICT.

Philadelphia, Pa., March 1st, 1916.

CHIEF CLERK MAR 20 1916

5

THE COMMISSIONER OF LIGHTHOUSES:

The following-named employee will be transferred as indicated, and will enter upon duty at his new station on or about March 7, 1916.

5410

APPOINTMENTS MAR 20 1916

Name, Collins, John E. Position, First Assistant Keeper.

From Brandywine Shoal Light Station, Del. Bay, Delaware. To Elbow of Cross Ledge Light Station, Del. Bay, N.J.

Previous incumbent, Jay W. Haldeman.

Services terminated, February 20, 1916, Reason, Without prejudice; tendered contract as Laborer at Edgemoor L.H.Depot, Del., effective February 21, 1916.

Roux

ACCOUNTS DIVISION ENTERED MAR 20 1916

Philadelphia, Pa., March 17th, 1916.

The above-referred-to transfer became effective beginning with March 8th, 1916.

CARDED.

Roux

Cards 3/17/16 RC

11—4598

3-20-16

BUREAU OF LIGHTHOUSES
WASHINGTON

MAR 18 1916

Submitted to the Secretary of Commerce for his information.

Acting Commissioner.

Ents 1/31/16

Form 111
RJC.

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

Department of Commerce and Labor

LIGHTHOUSE SERVICE

OFFICE OF INSPECTOR 4TH L.H. DIST. JAN 21 1916 PHILADELPHIA, PA.

APPOINTMENTS JAN 26 1916

LIGHT HOUSES JAN 22 1916

CHIEF CLERK JAN 26 1916

I, John E. Collins,

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 E. Collins
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this[3] 21st day of January, A. D. 1916.

(Affix official seal here)

[4] (Name) Nicholas B. Negretti

(Official title) Notary Public

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present 1st Asst.Keeper.	$540.00 p.a.	Brandywine Shoal Lt.Sta., Del.Bay, Del.
Former[5] 1st Asst.Keeper.	$480.00 p.a.	Brandywine Shoal Lt.Sta., Del.Bay, Del.

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

(Increase in compensation)

Office of Lighthouse Inspector, Fourth District

Philadelphia, Pa. (Address), January 21, 1916. (Date)

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

CARDED

Rowe
(Signature, followed by title)
Inspector, 4th L.H.District.

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

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

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

[4] This oath should be taken before a justice of the peace, notary public, judge, clerk of a court, or any other officer having authority to administer oaths, but never before a collector of customs, as he has no power to administer oaths in such cases. In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk.

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

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

11—944

Ents

Form 73

RJC.

Pers.

DIVISION OF APPOINTMENTS APPOINTMENT WITHDRAWN DEC 27 1915 DEPT OF COMMERCE

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT DEC 23 1915 HOUSES

OFFICE OF LIGHTHOUSE INSPECTOR, ...Fourth.... DISTRICT,

....Philadelphia, Pa., December 21st.... 1915.
(City.) (Date.)

CHIEF CLERK DEC 24 1915

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Increase of pay.

Name, John E. Collins, Legal residence, Delaware.

Position, First Assistant Keeper. Salary, $540.00 per annum.

Location, Brandywine Shoal Light Station, Delaware Bay, Delaware. Appropriation, "Salaries of Keepers of Lighthouses."

APPOINTMENTS DEC 24 1915

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

Former position, First Assistant Keeper. Former salary, $480.00 per annum.

Location, Brandywine Shoal Light Station, Delaware Bay, Delaware.

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

x x x x

Previous incumbent, x x x x Services terminated, xx x x

Reason, x x x x DEC 16 1915

Members of family in Government Service, x x x x

Remarks: Recommendation made in accordance with Bureau letter of 17 Dec.'15.

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

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

DEC 23 1915

Submitted to the Secretary of Commerce, approved.

Acting Commissioner

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

11—2314

GENERAL APPOINTMENT—FIXED [illegible]ATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

December 27, 1915.

Mr. John E. Collins,
Through the Commissioner of Lighthouses.

Sir:

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

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

CARDED!

APPOINTMENT DIVISION ENTERED DEC 27 1915 DEPARTMENT OF COMMERCE

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

R
M

CHANGE REPORTED JAN 1916 U. S. COMMISSION

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

Legal Residence: Delaware.

11—1393

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

Department of Commerce and Labor

LIGHTHOUSE SERVICE

OFFICE OF INSPECTOR 4TH L.H. DIST. JAN 21 1916 PHILADELPHIA, PA.

APPOINTMENTS JAN 26 1916

LIGHT JAN 22 1916 HOUSES

CHIEF CLERK JAN 26 1916

I, John E. Collins,

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 E. Collins

(Appointee signs here)

[2] Sworn (See below) and subscribed before me, this[3] 20th day of January, A. D. 1916.

(Affix official seal here)

[4] (Name) Rob[illegible] B. Register

(Official title) Notary Public

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present 1st Asst.Keeper.	$480.00 p.a.	Brandywine Shoal Lt.Sta., Del.Bay, Del.
Former[5] 2nd Asst.Keeper.	$456.00 p.a.	Brandywine Shoal Lt.Sta., Del.Bay, Del.

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

Office of Lighthouse Inspector, Fourth District

Philadelphia, Pa., (Address) January 21, 1916. (Date)

The above-named appointee entered upon duty on December 1st, 1915. (Date)

CARDED.

Rowe

(Signature, followed by title)

Inspector, 4th L.H.District.

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

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

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

[4] This oath should be taken before a justice of the peace, notary public, judge, clerk of a court, or any other officer having authority to administer oaths, but never before a collector of customs, as he has no power to administer oaths in such cases. In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk.

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

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

11—944

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

November 9, 1915.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

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

First Assistant Keeper

in the Lighthouse Service

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

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

(By promotion from second assistant keeper at $456 per annum.)

CHANGE REPORTED
JAN 1916
U. S. COMMISSION.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HARDING.

Chief of Appointment Division.

RC

Appropriation: Salaries, Keepers of Lighthouses.

Vice: James W. West.

Legal Residence: Delaware.

RECEIVED
NOV 9 - 1915
DEPT OF COMMERCE

11—3892

Form 73

RJC.
Pers.

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, Fourth DISTRICT.

LIGHT HOUSES NOV 6 1915

Philadelphia, Pa., November 5th, 1915.
(City.) (Date.)

CHIEF CLERK NOV 8 1915

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion and appointment.

Name, John E. Collins, Legal residence, Delaware.

Position, First Assistant Keeper. Salary, $480.00 per annum.

Location, Brandywine Shoal Light Station, Delaware Bay, Delaware. Appropriation, "Salaries of Keepers of Lighthouses".

Effective December 1st, 1915, {~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

NOV 9 1915

APPOINTMENTS NOV 8 1915

Former position, Second Assistant Keeper. Former salary, $456.00 per annum.

Location, Brandywine Shoal Light Station, Delaware Bay, Delaware.

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

x x x x

Previous incumbent, James W. West Services terminated, on or about Nov.30,1915.

73a returned from —

Reason, Will be transferred to position of 1st Asst.Keeper, Elbow of Cross Lt.Sta., Delaware Bay, N.J., on or about Dec.1, 1915.

Members of family in Government Service, x x x x

Remarks: This man has not completed his probationary period. He is the only man in his class who is competent and available for this promotion at this time, and this vacancy could not be foreseen at the time of his appointment. Before entering the L.H.S. Mr. Collins was employed as a Machinist and he has shown his ability to operate the fog signal machinery, etc., at this station.

Selection regular, subject to the action of the

U. S. Civil Service Commission. , 191

Secretary, Civil Service District.

11-8-15

BUREAU OF LIGHTHOUSES
WASHINGTON

NOV 6 1915

Submitted to the Secretary of Commerce, approved.

Acting Commissioner

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

11—2314

OFFICE OF INSPECTOR 4TH L. H. DIST. SEP 1 1915 PHILADELPHIA, PA.

PERSONAL QUESTION SHEET

DEPARTMENT OF COMMERCE
OFFICE OF THE SECRETARY
WASHINGTON

March 5, 1913.

LIGHT HOUSES SEP 13 1915 CHIEF CLERK

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.

APPOINTMENTS SEP 13 1915

William C. Redfield
Secretary.

CARDED.

PART I.

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

1. What is your full name? (Do not use initials, but spell out each name and state whether Mr., Miss, or Mrs. Example: Mr. John Richard Doe. If name itself is merely a letter, it should be so stated.)

Mr. John. Elmer. Collins.

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

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

Dover (City or town.) Delaware (State or Territory.) Kent (County.) ~~1st Election district of the 2nd Representative District of Kent Co.~~ At large Del. (Congressional district.)

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

5. Where were you born? western shore Maryland near Baltimore

6. When were you born? July 1st (Month. Day.) 1880 (Year.)

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

Howard McGonigal — Name.
Little Creek — City or town.
Number and street.
Delaware — State or Territory.

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

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

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.)

Examination for Keeper and Asst. Keeper — May 6, 1915.

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

Eye sight is normal dont need 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.)

No

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? (If so, give the information called for by the blanks below.)

No

Name under which service was rendered.....

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

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.)

Machinest work and pipe fitting and engineering

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.)

have just received a small amount of education in a cuntry school up to the 4th grade

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.")

mechanical

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

Examination for Keeper and asst Keeper - May 6, 1915.

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

yes by me

21. State the date upon which the above blanks were filled. august 30th, 1915

Witness:

In case signature is by mark.

(Signature) John. E. Collins

P. O. Address: Little Creek
City or town.

Number and street.

Delaware
State or Territory.

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

Reviewed, approved, and forwarded SEP 8 1915, 19 the absence and by direction of the Inspector:

(Signature) W. M. Hall

(Official title) ~~Chief Clerk.~~

11—1434

PART II.

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

---

1. State the Bureau or Service, place, and district in which the person who answered the foregoing questions is employed:
Lighthouse Service (Bureau or Service.) Brandywine Shoal Lt. Sta., Del. Bay Dist. (Place, city, town, station, or vessel.) 4th (District.)

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

3. State the date of appointment. August 17, 1915.

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

5. State the date of the oath. August 31, 1915.

6. State the date the employee entered on duty. September 5th, 1915.

7. What is his salary? $456.00 per annum.

8. From what appropriation is he paid? "Salaries of 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.)
From Keeper and Asst. Keeper examination - May 6, 1915.

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) In the absence and by direction of the Inspector:

(Official title) Chief Clerk.

Date: SEP 8 1915, 19

11—1434
~~~

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

Department of Commerce and Labor

LIGHTHOUSE SERVICE

OFFICE OF INSPECTOR 4TH L. H. DIST. SEP 1915 PHILADELPHIA, PA.
LIGHT SEP 9 1915 HOUSE
CHIEF CLERK SEP 23 1915
APPOINTMENTS SEP 24 1915

I, John E. Collins,

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 E. Collins.
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this[3] 31st day of August, A. D. 1915.

(Affix official seal here)

[4] (Name) Napoleon B. Register

(Official title) Notary Public

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present 2nd Asst. Keeper	$456.00 p.a.	Brandywine Shoal Lt. Sta., Del. Bay, Del.
Former[5]		

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

Office of Lighthouse Inspector, Fourth District

Philadelphia, Pa., (Address) September 8th, 1915. (Date)

The above-named appointee entered upon duty on September 5th, 1915. (Date)

In the absence and by direction of the Inspector:

CARDED.

W. M. Mull.
(Signature, followed by title) Chief Clerk.

[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

Entd 9/8/15 AF

SEP 28 1915

PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

August 17, 1915.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

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

Second Assistant Keeper

in the Lighthouse Service

at a salary of Four Hundred and Fifty-six dollars per annum, effective on the date on which you enter upon duty in the above-mentioned position.

(By selection from certificate No. -----, and subject to a probationary period of not to exceed six months as provided by paragraph (c) of section 1 of civil-service rule VII, to be found on the reverse hereof.)

CARDEP

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Form 73

GCW/S.

THIRD U. S. CIVIL SERVICE DISTRICT RECEIVED AUG 14 1915 OFFICE OF THE SECRETARY

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT HOUSES AUG 16 1915.

OFFICE OF LIGHTHOUSE INSPECTOR, Fourth DISTRICT,

Philadelphia, Pa. (City.) August 13 (Date.), 1915.

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Probationary appointment.

CHIEF CLERK AUG 17 1915

Name, * John E. Collins. Legal residence, Delaware.

APPOINTMENT DIVISION RECEIVED AUG 17 1915 DEPT OF COMMERCE

Position, Second Assistant Keeper, Salary, $456.00 per annum.

Location, Brandywine Shoal Light Station, Delaware Bay, Del. Appropriation, "Salaries of Keepers of Lighthouses."

Effective September 1, 1915 { ~~the date he reports for duty; or~~ as soon thereafter as he enters on duty.

APPOINTMENTS AUG 17 1915 10117

Former position, x x x x Former salary, x x x x

Location, x.x.x.x

Rank on eligible list, 2. Rating, Kpr.& Asst.Kpr. Percentage, 84.2, Other eligibles considered: Gicker (C); Adams (C).

Previous incumbent, John Garrison. Services terminated, August 31, 1915.

Reason, Resigned.

Relatives in Government Service, None.

Remarks: Persons having higher ratings and not named hereon will not accept position at station without quarters for family. Quarters not furnished by Government for family.

Selection regular, subject to the action of the U. S. Civil Service Commission. AUG 14 1915, 191

Stewart Wilson
Secretary, THIRD Civil Service District

In the absence and by direction of the Inspector:
Cozzens
Superintendent.

8/17/15 * No papers GCW

BUREAU OF LIGHTHOUSES
WASHINGTON
AUG 16 1915

Submitted to the Secretary of Commerce, approved.

H. B. Bowerman
Acting Commissioner

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

11—2314

STANDARD FORM 127
JULY 1961 EDITION
PRESCRIBED BY GENERAL SERVICES ADMINISTRATION
REG. 3-IV-302.00

REQUEST FOR OFFICIAL PERSONNEL FOLDER
(SEPARATED EMPLOYEE)

127-103

1. DATE OF REQUEST: 11 July 1962

Submit in duplicate to the Federal Records Center, St. Louis, Mo.

RECEIVED
JUL 13 10 40 AM '62
FEDERAL RECORDS CENTER

SECTION I—TO BE COMPLETED BY REQUESTING OFFICE

General Services Administration
Federal Records Center
111 Winnebago Street
St. Louis 18, Missouri

C457 FR

2. NAME (*Last, first, middle*)	3. NAME UNDER WHICH FORMERLY EMPLOYED FEDERALLY (*If other than item 2*)	4. DATE OF BIRTH
COLLINS, John E.		7-1-1880

5. FORMER FEDERAL EMPLOYING OFFICE (*Agency, bureau or equivalent, address, and dates of employment*)

Lighthouse Service 9/8/15 - 8/31/33
Retired 9-1-33
Philadelphia, Pennsylvania

(*If formerly employed by agencies in addition to above, list under item 7*)

6. PERSONNEL FOLDER ACTION (*Check appropriate box*)

- [ ] a. CURRENTLY EMPLOYED. REQUEST TRANSMISSION OF FOLDER COVERING PREVIOUS FEDERAL EMPLOYMENT FOR PERMANENT RETENTION
- [X] b. REQUEST TRANSMISSION OF FOLDER FOR TEMPORARY USE
- [ ] c. CONSOLIDATE ATTACHED PAPERS WITH OFFICIAL PERSONNEL FOLDER PREVIOUSLY FORWARDED

7. REMARKS

SECTION II—FOR USE BY FEDERAL RECORDS CENTER, ST. LOUIS, MO.

8.

- [ ] a. CONSOLIDATE ATTACHED PAPERS WITH FOLDER PREVIOUSLY FORWARDED
- [✓] b. FOLDER ENCLOSED Rao 7/16
- [ ] c. FOLDER NOT LOCATED
- [ ] d. FLAGGED, FOLDER TO BE FORWARDED WHEN LOCATED
- [ ] e. FOLDER PREVIOUSLY REQUESTED IS ENCLOSED
- [ ] f. FOLDER FORWARDED ON A LOAN BASIS IN LIEU OF INFORMATION REQUESTED. IF EMPLOYEE IS REHIRED, FOLDER SHOULD BE RETAINED BY YOUR AGENCY

9. REMARKS

NOTE.—Original will be used as charge-out by Federal Records Center. Duplicate will be returned as transmittal sheet when appropriate.

SECTION III—TO BE COMPLETED BY REQUESTING OFFICE

TO:
ADDRESS: Chief, Civilian Personnel Division
U. S. Coast Guard
1300 E Street N. W.
Washington 25, D. C.
ATTN:

Requesting agency will type name and address of office submitting request in address box. To be used to mail folder or reply.

☆ U.S. GOVERNMENT PRINTING OFFICE : 1961—O-620929 GPO 925872

STANDARD FORM 127
JULY 1961 EDITION
PRESCRIBED BY GENERAL SERVICES ADMINISTRATION
REG. 3-IV-302.00

REQUEST FOR OFFICIAL PERSONNEL FOLDER
(SEPARATED EMPLOYEE)

127-103

Submit in duplicate to the Federal Records Center, St. Louis, Mo.

1. DATE OF REQUEST: 11 July 1962

SECTION I—TO BE COMPLETED BY REQUESTING OFFICE

General Services Administration
Federal Records Center
111 Winnebago Street
St. Louis 18, Missouri

2. NAME (*Last, first, middle*)	3. NAME UNDER WHICH FORMERLY EMPLOYED FEDERALLY (*If other than item 2*)	4. DATE OF BIRTH
COLLINS, John E.		7-1-1880

5. FORMER FEDERAL EMPLOYING OFFICE (*Agency, bureau or equivalent, address, and dates of employment*)

Lighthouse Service
Retired 9-1-33
Philadelphia, Pennsylvania

(*If formerly employed by agencies in addition to above, list under item 7*)

6. PERSONNEL FOLDER ACTION (*Check appropriate box*)

- [ ] a. CURRENTLY EMPLOYED. REQUEST TRANSMISSION OF FOLDER COVERING PREVIOUS FEDERAL EMPLOYMENT FOR PERMANENT RETENTION
- [X] b. REQUEST TRANSMISSION OF FOLDER FOR TEMPORARY USE
- [ ] c. CONSOLIDATE ATTACHED PAPERS WITH OFFICIAL PERSONNEL FOLDER PREVIOUSLY FORWARDED

7. REMARKS

SECTION II—FOR USE BY FEDERAL RECORDS CENTER, ST. LOUIS, MO.

8.

- [ ] a. CONSOLIDATE ATTACHED PAPERS WITH FOLDER PREVIOUSLY FORWARDED
- [✓] b. FOLDER ENCLOSED — Rec 7/16
- [ ] c. FOLDER NOT LOCATED
- [ ] d. FLAGGED, FOLDER TO BE FORWARDED WHEN LOCATED
- [ ] e. FOLDER PREVIOUSLY REQUESTED IS ENCLOSED
- [ ] f. FOLDER FORWARDED ON A LOAN BASIS IN LIEU OF INFORMATION REQUESTED. IF EMPLOYEE IS REHIRED, FOLDER SHOULD BE RETAINED BY YOUR AGENCY

9. REMARKS

NOTE.—Original will be used as charge-out by Federal Records Center. Duplicate will be returned as transmittal sheet when appropriate.

SECTION III—TO BE COMPLETED BY REQUESTING OFFICE

TO:
ADDRESS: Chief, Civilian Personnel Division
U. S. Coast Guard
1300 E Street N. W.
ATTN: Washington 25, D. C.

Requesting agency will type name and address of office submitting request in address box. To be used to mail folder or reply.

☆ U.S. GOVERNMENT PRINTING OFFICE : 1961—O-620929

GPO 9 2587 2

STANDARD FORM 50 (9 PART)
UNITED STATES
CIVIL SERVICE COMMISSION
OCTOBER 1946

U. S. COAST GUARD
RECEIVED
OCT 25 1948
Civilian Personnel Section
New York 4, N. Y.

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—FIRST—MIDDLE INITIAL—LAST)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Collins, John S. (Mr.)	1-1-1890	58	10-20-48

This is to notify you of the following action affecting your employment:

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
~~APPOINTMENT~~ Retirement (Disability)	Close 6-31-33	

FROM		TO
Keeper	8. POSITION TITLE	
Plus $1440 per annum) $240 pa Qtrs	9. SERVICE, GRADE, SALARY	
U. S. Coast Guard	10. ORGANIZATIONAL DESIGNATIONS	
New York, N.Y. Cherry Island Range Rear Lt.Sta., Del.	11. HEADQUARTERS	
[X] FIELD [ ] DEPARTMENTAL	12. FIELD OR DEPT'L	[ ] FIELD [ ] DEPARTMENTAL

13. REMARKS

In accordance with the Comptroller General's Decision B-70089 dated 10-23-47, which reversed Decision A-31584 of 5-26-30, 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 $646.91 to $753.85, 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.

Total Service: 17 years, 9 months, 26 days

Computation: ($1691.92 x 17.8222 ÷ 40) = $753.85

14. SIGNATURE OR OTHER AUTHENTICATION

15. VETERAN'S PREFERENCE								16. POSITION CLASSIFICATION ACTION			
NONE	5 PT.	10 POINT			WWII	WWI	OTHER	NEW	VICE	I. A.	REAL.
		DISAB.	WIFE	WIDOW							
X											

17. SEX	18. RACE	19. APPROPRIATION	20. SUBJECT TO C.S. RETIREMENT ACT (YES—NO)	21. DATE OF OATH (ACCESSIONS ONLY)	22. LEGAL RESIDENCE
M		FROM: TO: Sal., Kprs. of Lhs, CG	XXX [illegible]		Del.

☆ U.S. GOVERNMENT PRINTING OFFICE: 1947 — 766869

10-20-48



September 12, 1933.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

In accordance with the provisions of the Act of March 4, 1925, entitled An Act to Provide for Retirement for Disability in the Lighthouse Service, you are, upon recommendation of the Commissioner of Lighthouses, hereby retired from that service (Fourth District) effective beginning September 1, 1933, with retired pay at the rate of $646.91 per annum.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER.

Chief of Appointment Division.

G

Form 9
GCW/CM

PERMANENT
334 A
65

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Date August 28, 1933.

Superintendent of Lighthouses,

Fourth District

Philadelphia, Pa.
(City)

I hereby apply for retirement from active duty in the Lighthouse Service effective September 1, 1933, on the basis of service shown hereon.

/s/ John E. Collins
(Name)

Classified Laborer
(Designation)

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

City Philadelphia, Pa. *Date* August 28, 1933.

Submitted to Commissioner of Lighthouses, Washington, D. C., recommending retirement at $ 652.92 per annum, effective at the close of August 31, 1933.

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.

G. W. HITCHENS,
Acting *Superintendent of Lighthouses.*

BUREAU OF LIGHTHOUSES, *Washington, D. C.*, ...

Submitted to the Secretary of Commerce, recommending approval.

.....
Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

FILE COPY

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name John E. Collins Date of birth July 1, 1880

Designation Classified Laborer

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							
Lighthouse Service	9	5	1915	8	31	1933	
Note: Classified Laborer beginning July 1, 1933, to August 31, 1933. On administrative furlough during entire period and in Marine Hospital, Baltimore, Md., part of time for operation and recovery. Not able to work.							
Total service							17 yrs.11 mos.26 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			Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year		
Keeper	7	1	1928	6	30	1929	$1440	$1440.00
do.	7	1	1929	6	30	1930	1440	1440.00
do.	7	1	1930	7	2	1930	1440	8.00
do.	7	3	1930	6	30	1931	1500	1491.67
do.	7	1	1931	6	30	1932	1440	1440.00
do.	7	1	1932	6	30	1933	1440	1440.00

Total compensation for last five years of active service $7259.67

Average compensation for last five years of active service 1451.93

Annual rate of retired pay ($ 1451.93 × years 17-89/90 ÷ 40) = $652.97
(Not exceeding 30)

U. S. GOVERNMENT PRINTING OFFICE: 1931 11—10551

(COPY; CM)

Form 9a

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

CERTIFICATE OF MEDICAL EXAMINATION, DISABILITY RETIREMENT

(Act of March 4, 1925)

August 23, 1933.
(Date)

NAME OF CLAIMANT Collins, John E. DESIGNATION Cherry Island Rear Light

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

Applicant is an obese white male - showing no signs of dyspnea cyanosis or jaundice - Walks with a slight limp (weak feet).

Height 5 ft. 9" Weight 225# pounds. Complexion Ruddy

Color of eyes Blue Color of hair Gray

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: Feb. 1930 - Operation for appendicitis. Feb. 1933 - In U. S. Marine Hospital for pain at site of incision. X-ray showed "stone" in lower pelvis. Condition on discharge (Form 1918) given as improved. Further hospitalization during June, July. Operation for "stone" and adhesions. Internal hernia repaired. X-rays showed spurs on heel. Has not recovered fully.

Here describe fully nature of disability: from operation. Weakness in incision. Obesity. Abdominal incision healed. Tender on palpation.

Slight cardiac hypertrophy.

Weak feet - Spurs on heel.

Prostate enlarged +1 Neurasthenia.

Claimant describes the duties of his position as follows:

Cutting grass - painting - climbing to lights.

Labor work at depot.

Is disability to perform such duty of a permanent character? Yes.

Is it indicated that applicant may recover from disability and be fit for restoration to active duty? Doubtful Do you recommend reexamination with this in view? Yes

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

Lewes, Del., August 7, 1933.
(Place of examination)

E. L. Stambaugh
(Examining Surgeon)

A. A. Surgeon, U.S.P.H.S.
(Title and branch of medical service)

U. S. GOVERNMENT PRINTING OFFICE: 1931 11—10543

Form 93

GCW-JFB

NOTICE OF RESIGNATION OR DEATH

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fourth DISTRICT,

June 13, 1933.

COMMISSIONER OF LIGHTHOUSES:

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

Name, John E. Collins Position, Keeper

Legal residence, Delaware Station, Cherry Island Range Rear Light Station

Salary $1680.00 per annum

The acceptance of this resignation is recommended effective at the close of June 30, 1933.

This employee has not taken leave in excess of the accrued rate.

Remarks: This resignation is made by request, for record purposes, in view of the fact that the position is to be discontinued on June 30, 1933, and declared vacant same date. In lieu thereof - Mr. Collins has been tendered the position of Classified Laborer at Edgemoor Lighthouse Depot in lieu of two unclassified laborers, for field duty, on a contract at $4.64 per diem (with the approval of the District Manager, Civil Service, on Form 375, dated June 13, 1933), effective July 1, 1933, or as soon thereafter as he shall enter upon duty.

G.W. Hitchens

G.W. HITCHENS

Acting Superintendent, 4th Lighthouse District.

BUREAU OF LIGHTHOUSES

WASHINGTON

Submitted to the Secretary of Commerce,

11—4623

(COPY)

Cherry Island Range Rear Light Station,
R. F. D. #1, Edgemoor, Delaware.
May 31, 1933.

Superintendent,
Fourth Lighthouse District,
Philadelphia, Pa.

Sir:

In consequence of the fact that the position of Keeper of Cherry Island Range Rear Light Station, Delaware, is to be discontinued on June 30, 1933, and with a view to accepting transfer to the position of Classified Laborer, after my relief from duty here, I herewith tender my resignation as Keeper of Cherry Island Range Rear Light Station, Delaware, to take effect on or before June 30, 1933.

Respectfully,

(Signed) John E. Collins,
Keeper,
Cherry Island Range Rear Light Station.

Noted 6/20/33

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

PERMANENT
334A
62

BUREAU OF LIGHTHOUSES
JUN 17 1933
PHILADELPHIA

June 13, 1933.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

In view of the discontinuance of Cherry Island Rear Range Lightstation, Delaware, the Department, upon recommendation of the Commissioner of Lighthouses, has discontinued, without prejudice, your services as keeper of that station, effective at the close of business on June 30, 1933.

By direction of the Secretary:

Respectfully,

WM. J. GARDNER

Chief of Appointment Division.

4th

DSE

Jule

Form A-88

Asso. L... ngr.

Jr. Engr.

Draftsman

Chief Clerk

1st Clerk

2d Clerk

3d Clerk

4th Clerk

Messenger

Mechanician

Storekeeper P.D.

Storekeeper E.D.

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

SUPERINTENDENT OF LIGHTHOUSES
22
MAY
1931
COMMERCE

May 5, 1931.

M. John E. Collins,

LIGHTHOUSES

Through the Commissioner of Lighthouses.

1931 MAY 7 PM 1:00

Sir:

You are advised that your compensation has been changed as indicated below, effective May 16, 1931, or as soon thereafter as you enter on duty (change of station).

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

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER

Chief of Appointment Division.

From: $1500 per annum.

To: $1440 per annum.

Service and grade: Field.

Appropriation (unit):

4th

N

GOVERNMENT PRINTING OFFICE 11—9051

PERMANENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

3342
42

SUPERINTENDENT OF LIGHTHOUSES
18 AUG 1930
PHILADELPHIA

July 3, 1930.

John E. Collins

Through the Commissioner of Lighthouses.

Sir:

You are advised that under the Brookhart Act your compensation has been changed as indicated below, effective July 3, 1930.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

From: 1440

To: 1500

4th Keeper.

PERMANENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

334A
39

AUG 1928
PHILADELPHIA

July 1, 1928.

Mr. John E. Collins,

Through the Chief, Bureau of Lighthouses.

Sir:

You are advised that under the Welch Act your compensation has been changed as indicated below, effective July 1, 1928.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

From: $1380

To: $1440

11—0564

4

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

PERMANENT

3 3rd A 38

JUL 30 1925

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1926.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $1320 per annum to $ 1380 per annum, effective July 1, 1926.

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

By direction of the Secretary:

Respectfully,

[redacted] GARDINER,

[redacted] Chief of Appointment Division.

11—8074

E
4th

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 31, 1925.

PERMANENT 3340a LIGHTHOUSES
1925 FEB 5 PM 12 57

FEB 6 1925 PHILADELPHIA

r. John E. Collins,
M
Commissioner of Lighthouses,

Sir: Through the

In connection with the readjustment of pay of positions in the Lighthouse Service the total compensation of the position occupied by you has been fixed as indicated below, effective February 1, 1925.

By direction of the Secretary:

Respectfully,

Acting
Chief of Appointment Division.

Position: Keeper

Salary: $1320

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

4th

JSJ

Form 1-21

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

LIGHTHOUSES
PERMANENT
1923 OCT 16 PM 4 20

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

October 12, 1923.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 840 per annum to $ 900 per annum, effective October 16, 1923, or as soon thereafter as you enter on duty (including $60 per annum longevity pay).

(Effective Oct. 18, 1923, the date light was changed)

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

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

31—6074

P
G
4th

Form 1-21

Noted 1/30/23

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

1923 JAN 24 PM 4 19

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON January 24, 1923.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 960 per annum to $ 840 per annum, effective February 1, 1923, or as soon thereafter as you enter on duty, (including $60 per annum longevity pay).

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

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

11—8074

C
C
4th

Noted 9/1/20

LIGHTHOUSES
1920 AUG 20 AM 8 49
HEMPA CO D C

NOTICE OF CHANGE IN SALARY
KEEPERS--LIGHTHOUSE SERVICE

PERMANENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

August 18, 1920.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $900. per annum to $960. per annum, effective September 5, 1920 (including $60. per annum longevity pay).

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

By direction of the Secretary:

Respectfully,

(SIGNED) CLAFFORD HASTINGS

Chief of Appointment Division.

S
C
4th district

(COPY)

INDEX

SEP 1 - 1920

SUPERINTENDENT OF LIGHTHOUSES SEP 3 1920 PHILADELPHIA.

Sir:

Referring to report of assistance rendered by you on August 25, 1920, in towing to Port Penn, Delaware, the disabled Launch NAUTILUS, with three women and two men aboard, the Department is pleased to commend you for the services rendered, which will be noted on the records as part of your official history.

Respectfully,

(Signed) J. W. Alexander

Secretary of Commerce.

John E. Collins, Keeper,
Reedy Island Range Front Light Station, Del.
(Through Commissioner of Lighthouses)

Bureau of Lighthouses, Washington

To Superintendent of Lighthouses, Sept 1, 1920. Philadelphia, Pa.

for files of his office. By direction of the Commissioner. See your report of Aug. 30, 1920.

Clark

Chief Clerk.

Entered 11/18/18

NOTICE OF CHANGE IN SALARY
KEEPERS -- LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON November 12, 1918.

LIGHT HOUSES NOV 13 1918

OFFICE OF SUPERINTENDENT 4TH L.H.DIST. NOV 15 1918 PHILA.PA.

PERMANENT

Mr. John E. Collins,
M

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper 900 the Lighthouse Service has been changed from $ 800 per annum to $ 900 per annum, effective November 1, 1918.

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

By direction of the Secretary:

Respectfully,

(Signed) Clifford Hastings.

Chief of Appointment Division.

F
Ho

C.O.D. 11/1/18

4

Filed

PERMANENT

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

3347A

LIGHT HOUSES APR 14 1917

INSPECTOR 4TH L.H. DIST. APR 17 1917 PHILADELPHIA, PA.

April 13, 1917.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Keeper in the Lighthouse Service at a salary of Six Hundred dollars per annum, effective on the date on which you enter upon duty in the above-mentioned position.

(By transfer from first assistant keeper at $540 per annum.)

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

C

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Freddie C. Hill.

Legal Residence: Delaware.

E.O.D. 4/25/17

11—3692

Ent'd 4/28/17 [illegible]

Fwd. 4/28/17

Has seniority card.

GENERAL APPOINTMENT—FIXED STATE

PERMANENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT HOUSES DEC 29 1915

3344

December 27, 1915.

10

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

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

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

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

R
M

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

Legal Residence: Delaware.

11—1393

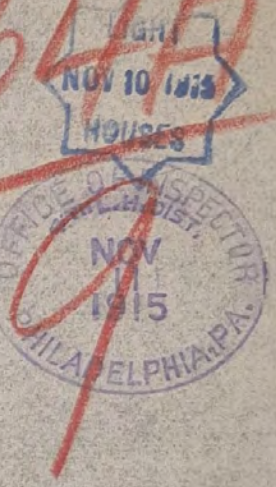
Cuild 1/21/16
Oath fwd. 1/21/16.

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

PERMANENT

334HP



November 9, 1915.

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

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

First Assistant Keeper

in the Lighthouse Service

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

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

(By promotion from second assistant keeper at $456 per annum.)

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

RC

PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

334A

August 17, 1915.



4

Mr. John E. Collins,

Through the Commissioner of Lighthouses.

Sir:

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

Second Assistant Keeper

in the Lighthouse Service

at a salary of Four Hundred and Fifty-six dollars

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

(By selection from certificate No. ------, and subject to a probationary period of not to exceed six months as provided by paragraph (c) of section 1 of civil-service rule VII, to be found on the reverse hereof.)

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Acting Chief of Appointment Division.

C

Appropriation: Salaries, Keepers of Lighthouses.

Vice: John Garrison.

Legal Residence: Delaware.

E.O.D. 9/5/15.

11—1394

Cert. 9/5/15.
Cert. fwdd 9/8/15.

Seniority card made 9/8/15.