OCT 04 2024 AM 10:10

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

Date: 10/2/2024

REQUESTER INFORMATION

Name (Please Print – Last, First, Middle)	Researcher ID Card Number
Flynn, Kylie	
E-Mail Address:	**Phone Number:**
knfgbb@umsl.edu	217-440-1332

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
Cook, Hugh, A.M.		1889 Ontario, Canada

MILITARY SERVICE

Branch of Service:

- ☐ Air Force
- ☐ Army Air Corps
- ☐ Army Air Force
- ☐ Army
- ☐ Marine Corps
- ☐ Navy
- ☐ Coast Guard
- ☐ Unknown

Type of Rank:

- ☐ Enlisted
- ☐ Officer
- ☐ Unknown

Service Period (Check all that apply):

- ☐ 1939 & Prior
- ☐ 1940 - 1950
- ☐ 1950 & After

Date & Place of Death: 1977

State of Residence (upon entry into service):

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

Researcher Signature: Kylie

CIVILIAN SERVICE

(Agency & Location)		
Lighthouse Service	From: 1929	To: 1940
(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: 2-300965723 19

Attendant Signature:

CMRS Search Request Number(s):

Remarks: "24 OCT 18 PM 12:36:12

SCREENING NOTES

☑ Reviewed and Nothing Removed DKL ☐ 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:

LIGHTHOUSE SERVICE/LIFESAVING SERVICE—RECORDS CHECKED

Employee Name: Cook, Hugh A.M. **DOB:** 7/10/1889

Records checked:

Agency: Commerce 6028	Area: Bay 10, Lower Catwalk	positive	negative
Agency: Commerce 6029	Area: Bay 10, Lower Catwalk	positive	negative
Agency: Old Commerce	Area: Bay 10, Lower Catwalk	positive	negative

AND

Agency: Treasury 2189	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Treasury 2188	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Old Treasury	Area: Bay 13, Lower Catwalk	positive	negative

If Negative:

Agency: Treasury SRCs series 1	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Treasury SRCs series 2	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Treasury SRCs series 3	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Coast Guard SRCs	Area: Bay 13, Lower Catwalk	positive	negative

If Negative:

CMRS: possible CG service	Area: _____	positive	negative
ARCIS: _____	Area: _____	positive	negative

Notes: _____

16 November, 1948
File: fd 75

From: Commander, 9th CG District
To: Commandant (PCP-6)

Subj: Retirement of Hugh Cook, Light Attendant, Little Rapids Cut Lt. Att. Sta., Michigan

1. With reference to Headquarters' letter dated 23 July, 1948, File PCP-6, CG-75, the following information relative to the subject named employee is submitted:

Paid for the last (final) active duty on payroll for pay period 27 June to 10 July, 1948, D. O. Voucher No. 416-449, settled in the accounts of Paul D. Banning, Chief Disbursing Officer, 1379, as follows:

Payment for 3 days pay for 27 June through 30 June, 1948, @ $2394.00# (# includes $240.00 quarters per annum) per annum. . . . . $27.62 Gross Pay
(not entitled to night differential)
Less: Tax. $0.00
Quarters. . . 2.77 2.77 Deductions
$24.85 Net Pay

Paid for lump-sum for 103 days annual leave from 7-1-48 through 11-26-48, including payment for 4 holidays, 7-5-48, 9-6-48, 11-11-48, and 11-25-48, occurring in period of leave, on payroll for pay period 25 July to 7 August, 1948, D. O. Voucher No. 416-2012, settled in the accounts of Paul D. Banning, Chief Disbursing Officer, 1379. . $985.22 Gross
Less tax (figured on aggregate of last salary payment and lump-sum payment, total tax $120.62 of which none was deducted on last payment, entire tax deducted here 120.62 Tax
$864.60 Net

2. Subject named man's total taxable income for the calendar year 1948 to and including the last day for which carried on active duty pay, and including lump-sum payment for annual leave was $2267.74 on which $120.62 was withheld for taxes, Withholding Statement--1948, Form W-2, for same having been furnished to him.

P. R. THOMPSON
By direction

ax

UNITED STATES COAST GUARD

WASHINGTON 25, D. C.

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

FOR VICTORY BUY UNITED STATES WAR BONDS AND STAMPS

OFFICE OF COMMANDER NINTH COAST GUARD DISTRICT
REC'D JUL 27 1948
MAIL ROOM

23 July, 1948

From: Commandant
To: Commander, 9th Coast Guard District (pc)

Subj: Retirement of Hugh Cook, Light Attendant, Little Rapids Cut Lt. Att. Sta., Michigan

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

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

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

H. L. Morgan

H. L. MORGAN
By direction

Incl
Form 2249, Department Notice of Retirement

A-5421

DEPT. STOCK FORM 2249
REV. 12-45

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 13

TO:

Date Prepared 7-16-48

Name: Cook, Hugh (Mr.)

From: U. S. Coast Guard

Bureau No.:

Effective: Retirement (Disability) Close 6-30-48

(Lump-sum payment made for 103 days annual leave from 7-1-48 through 11-26-48)

	FROM 09-546	TO
Position	Light Attendant	(Lump-sum payment made at
Grade	Range $2093.04-2544.48	$2394.00 per annum)
Salary	$2394.00 pa incl $240 pa Qtrs.	
C. S. C. No.		
Bureau or Div.	U. S. Coast Guard	
Organizational Subdivisions		
Headquarters	Cleveland, Ohio	
Post of Duty	Little Rapids Cut Lt.Att.Sta.,	
Appropriation	SAR,CG 1948(Civ.Exp.)	Mich.
Allotment		

FIELD ☒ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks:

Annual rate of retired pay is $1470.90.

Justification:

Total Service: 36 years, 8 months, 20 days.

Computation: ($1961.21 x 30.0000 ÷ 40) = $1470.90.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 7-10-1889

LEGAL RESIDENCE: Michigan

SEX: Male

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

VETERAN'S PREFERENCE INFORMATION: Preference

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

DATE OF OATH

Copy forwarded to addressee 8-3-48 via CO, CG Base, Sault Ste. Marie, Michigan together with copy of info re accepting employment and regulations re medical care of retired personnel

MACHINE TABULATION

DATE APPROVED BY THE SECRETARY XXXXXXXXXX 7-16-48

(pc)

75

24 August, 1948

Mr. Hugh Cook
600 East Spruce Street
Sault Ste. Marie, Michigan

Dear Sir:

Reference is made to your letter of August 20, 1948 relative to pay for period 25 July to 7 August, 1948.

Payment for this period represented the amount due you as lump sum for annual leave to your credit. The tax withheld amounting to $120.62 was deducted in accordance with regulations for withholding tax when making payment for annual leave due upon separation from the service.

Your official notice of retirement, Form 2249, shows your annual rate of retired pay as $1470.90. This amount divided by 12 equals $122.57 which is your monthly rate.

As stated in paragraph 1, payment made was for annual leave due only and this office does not make payment for retired pay. Retired pay is made from Washington, D. C. and any information that you desire regarding your retired pay should be addressed to the Commandant, U. S. Coast Guard, Washington 25, D. C.

By direction of the Commander, Ninth Coast Guard District.

Very truly yours,

H. M. WARNER
Commander USCG
Chief, Personnel Division

MJD: jtd CIVILIAN PERSONNEL

UNITED STATES COAST GUARD

FOR VICTORY BUY UNITED STATES WAR BONDS AND STAMPS

ADDRESS REPLY TO

AND REFER TO

600 East Spruce Street
Sault Saint Marie, Michigan.
August 20-1948

From: Hugh Cook
Lt. attendant. Retd
Sault Saint Marie, Mich.

To: Commander, 9th Coast Guard Dist.
Cleveland. Ohio.

Sub: Salary Pay check up.

I. Why should I be charged a tax of $120.62 off my pay for Taxes?

II. What is my rate of Retired Pay per month?

III. Pay Period beginning July 1st 1948 retired State would be Pay Period Ending august 1st 1948 instead of august-7- 1948. Which you have last Pay Period.

IV. Please send further Explation as to when I will receive Payments and Ect.

Hugh Cook
Lt. Att. Ret.

(pc)

75

19 July, 1948

From: Commander, 9th CG District
To: Hugh Cook, Light Attendant - 600 East Spruce Street, Sault Ste. Marie, Michigan

Subj: Disability retirement

1. Your application for disability retirement has been examined by Headquarters and you have been found to be disabled for further useful and efficient service.

2. Official notice of your retirement will be forwarded as soon as received from HQ.

H. M. WARNER
By direction

CC: CO, CG Base, Sault Ste. Marie, Mich.

MJD: jtd

CIVILIAN PERSONNEL

UNITED STATES COAST GUARD

ADDRESS REPLY TO:
COMMANDANT
U. S. COAST GUARD
HEADQUARTERS
WASHINGTON 25, D. C.

14 July, 1948
FILE: (PC-6) CG-75

OFFICE OF COMMANDER
NINTH COAST GUARD DISTRICT
REC'D JUL 17 1948
MAIL ROOM

From: Commandant
To: Commander, 9th CG District

Subj: Hugh Cook, Light Attendant; disability retirement of

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

G. R. Lansdale

G. R. LANSDALE
By direction

N. C. G. 2521
(Rev. May 1943)

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on N. C. G. 2523)

Date 14 June 1948

~~District Coast Guard Officer, Naval District~~
Commander, 9th Coast Guard District
Cleveland, Ohio
(City)

I hereby apply for retirement from active duty effective at close 30 June, 1948 on the basis of service shown hereon.

ADDRESS AFTER RETIREMENT:
600 East Spruce Street
Saint Ignace
Michigan

Hugh Cook
(Name)
Light Attendant, Little Rapids Cut
Light Attendant Station, Michigan

OFFICE OF COMMANDER, 9TH COAST GUARD DISTRICT
~~OFFICE OF THE DISTRICT COAST GUARD OFFICER,~~
~~NAVAL DISTRICT~~

City Cleveland, Ohio *Date* 21 June, 1948

Submitted to the Commandant, U. S. Coast Guard, recommending retirement at $1,470.90 per annum, effective at the close of 30 June, 1948

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. Inclosed is statement of leave account. It is recommended that position No. 09-546 be abolished inasmuch as vacancy will be filled through assignment of an enlisted man.

H. M. WARNER
~~District Coast Guard Officer, Naval District~~
By direction

FOR USE OF DEPARTMENT

16—35893-1

WJD:jtd CIVILIAN PERSONNEL

Name Hugh Cook Date of birth Jul[redacted]0, 1889

Designation Light Attendant, Little Rapids Cut, Michigan

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	Yrs.	Mos.	Days
U. S. Coast Guard	4	1	1906	4	20	1928	17	6	10 *
Navy									
Marine Corps									
Civilian employment									
Com-LHS-Detroit, Mich.	4	19	1929	5	18	1929	0	1	0
do	5	21	1929	6	30	1939	10	1	10
Treas-CG-Cleveland, Ohio	7	1	1939	10	31	1941	2	4	0
Navy-CG-Cleveland, Ohio	11	1	1941	12	31	1945	4	2	0
Treas-CG-Cleveland, Ohio	1	1	1946	6	30	1948	2	6	0
Total service							36	8	20

* Total net service for pay purposes; taken from Honorable Discharge, A-3239, U. S. Coast Guard, dated 4-20-48.

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

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

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

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

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

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
Keeper	7	1	1943	9	30	1944		$1560.00-A	$1950.00
Keeper	10	1	1944	6	30	1945		1620.00-A	1215.00
Keeper	7	1	1945	10	6	1945		1902.00-A	512.05
Keeper	10	7	1945	6	30	1946		1968.00-A	1438.11
Keeper	7	1	1946	10	19	1946		2243.52-A	690.24
Keeper	10	20	1946	11	1	1947		2318.76-A	2407.86
Keeper & Lt.Attdt.	11	2	1947	6	30	1948		2394.00-A	1592.81

Total compensation for last five years of active service $9,806.07

Average compensation for last five years of active service 1,961.21

Annual rate of retired pay ($ 1961.21 × years 30 ÷ 40) = $1,470.90
(Not exceeding 80)

U. S. GOVERNMENT PRINTING OFFICE 16—85803-1

Form 2523
TREASURY DEPARTMENT
U. S. COAST GUARD

CERTIFICATE OF MEDICAL EXAMINATION, DISABILITY RETIREMENT, CIVILIAN PERSONNEL

(Act of March 4, 1925)

NAME OF CLAIMANT Hugh Cook DESIGNATION Light Attendant

Little Rapids Cut Light Attendant Station, Michigan

Height 71½" Weight 215 pounds. Complexion Fair

Color of eyes Blue Color of hair White

Here give a complete personal description, together with permanent marks and scars other than those described below in physical examination: Scar ½" bridge of nose. Scar ½" anterior surface - left knee

Description of duties of position (to be filled in by district commander): Services minor fixed and floating aids to navigation in the St. Marys River area and operates a small boat in conjunction therewith. This work involves considerable climbing on range and crib lights in connection with the maintenance and repair of aids to navigation.

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: Patient states he has had arthritis for many years, it has prevented his proper care of feet because of painful joints.

PHYSICAL EXAMINATION

Visual acuity (uncorrected): R. E. 20/ 100 L. E. 20/ 100

With correction in spectacles: R. E. 20/ 50 L. E. 20/ 100

Accommodation: Reads Jaeger No. 14/89 - 38.4% at 13 inches, without correction. O.D. A.M.A. corrected to 14/42 - 69.9%

Reads Jaeger No. 14/112 - 28.6% at 13 inches, with correction. O.S. A.M.A. Corrected to 14/42 - 69.9%

Central color vision (binocular) Normal (Name method used) Ishihara

Inspection Normal

Pupils Equal Pupillary reaction L & R.

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

Appearance of right drum Intact, left drum Intact

Is there any disease of the middle or internal ear or mastoid? No If so, specify

[OVER]

16—17606

Condition of nose and sinuses No obstruction

Condition of mouth and throat, including tonsils and teeth Tonsils small - embedded
Teeth should be removed

Bones, joints, muscles, including atrophies Motion limited right shoulder left knee
(Express limitation of motion, if any, in degrees and joint involved)

Respiratory system Clear

Cardiovascular system:

(a) Heart Normal rate, rhythm, size to percussion

(1) Murmurs None (2) Arrhythmias None

(b) Pulse rate: (1) Sitting 84 (2) After exercise 120 (3) 2 minutes after exercise 90

(c) Blood pressure: (1) Sitting—Syst. 122 Diast. 90 (2) After ex.—Syst. 134 Diast. 100

(d) Condition of blood vessels Good

Evidence of thyroid or other endocrine disturbance None

Abdomen and gastro-intestinal system, including hernia Normal

Genito-urinary system:

Urinalysis—Sp. gr. 1.024 Reaction Acid Albumin 0 Sugar 0

Sediment microscopic (required when albumin or sugar is found) —

Reflexes, motor disturbances, etc.:

(a) Station Good (e) Gait Good

(b) Tremor None (f) Coordination Good

(c) Patellar reflexes Normal - reduced (g) Peripheral circulation Good

(d) Other motor disturbances Limitation due to pain not deformity

Alcohol 0 Drugs 0 Syphilis 0 Epilepsy 0

Other neurological findings Normal

General impression Chronic arthritis

Here describe fully nature of disability: Arthritis involving knees, ankles, shoulders, hands, elbows. No limitation except left knee and right shoulder. No deformity except recurrent swelling of hands. None at present examination

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

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

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

The examining physician must be in the Federal Service

Sault Ste. Marie, Mich. A. A. Berlin
(Place of examination) (Examining surgeon)

6-14-41 A. A. Surgeon USPHS
(Date) (Title and branch of medical service)

U. S. GOVERNMENT PRINTING OFFICE 16—17006

COOK, Hugh
Light Attendant
Little Rapids Cut Light Attendant Station, Michigan

Retirement (Disability) close 6-30-48

	D	H
Accumulated Annual Leave 1-1-48	90	0
Current Accrued Annual Leave to close 6-30-48	13	0
Total	103	0
Used 1-1-48 through 6-30-48	0	0
Annual leave credit close 6-30-48	103	0
Lump sum payment due for accrued annual leave from 7-1-48 through 11-26-48 including pay for four (4) holidays 7-5, 9-6, 11-11, and 11-25	103 0	0 0

Number of hours established as the weekly tour of duty: 40

SICK LEAVE

Accumulated 6-1-48	90	0
Charged 6-14-48 through 6-30-48	13	0
Balance	77	0

Name COOK, Hugh Date 14 June, 1948

(Print or type—Last, First, Middle Initial)

Organizational unit Little Rapids Cut Lt. Attdt. Station

TYPE of LEAVE

- ☐ Annual
- ☒ Sick*
- ☐ Other (specify) _____
- ☐ Without pay
- ☐ Compensatory

No. of hours _____ to begin 14June 8 {a. m. / p. m.} To end 30June 5 {a. m. / p. m.}

(Month, date, time)

NOTE.—Annual leave authorized in excess of that to your credit will be charged to leave without pay.

*I certify that this absence was due to ☐ illness which incapacitated me for duty;

☐ medical, dental, or optical treatment by _____

(Name of practitioner)

(If absence was in excess of 3 days, obtain medical certificate or state, under "Remarks," why certificate was not obtained.)

_____ (Approving officer)

Hugh Cook (Signature of employee)

S. F. No. 71 (CSC)
October 1944 16—42184-1

APPLICATION FOR LEAVE

Form approved.
Budget Bureau No. 50-R022.

(pc)

75

8 June, 1948

From: Commander, 9th CG District
To: Hugh Cook, Light Attendant; Little Rapids Cut Lt.Attdt.Sta., Mich.

Subj: Disability retirement

1. Referring to your letter of 3 June, 1948, file 75, transmitting Form 2522, it is noted that Dr. D. D. Finlayson of the U. S. Public Health Service, Sault Ste. Marie, Michigan has certified that you are not fit for duty due to arthritis and recommends retirement.

2. Inclosed is Form 2523, Certificate of Medical Examination, Disability Retirement, Civilian Personnel, together with application for examination, which you should present to the U. S. Public Health Service at Sault Ste. Marie, Michigan for examination. This form should be completed and returned to this office direct by the medical officer of the U. S. Public Health Service.

3. Also inclosed, in duplicate, is Form 2521, Application for Retirement under the Act of June 20, 1918, as amended. It is requested that you review the inclosed form, date and sign it, show your address after retirement, and answer the questions marked (a), (b), and (c) on the reverse side of the form.

4. Upon completion, Form 2521, in duplicate, should be returned to this office promptly. After receipt of Forms 2523 and 2521 and if the medical certificate shows you are disabled for useful and efficient service, recommendation will be submitted to Headquarters to cover your retirement for disability at the close of 30 June, 1948. Inasmuch as you have been certified as not being fit for duty, you will be carried on sick leave from the date of receipt of this letter to the close of 30 June, 1948. Submit application for this sick leave on Form 71.

5. In accordance with records, you will have accumulated and accrued annual leave of 102 days 7-3/4 hours to your credit on 30 June, 1948 which will be paid in a lump sum in the event you are retired for disability.

H. M. WARNER
By direction

Incls
1. Form 2521
2. Form 2523
3. Application for examination 6-8-48

CC: CG Base,Sault Ste.Marie, Michigan

MJR

N.D:itd CIVILIAN PERSONNEL

Commander
Coast Guard (pc)
75

8 June, 1948

Medical Officer in Charge
U. S. Public Health Service Relief Station
Federal Building
Sault Ste. Marie, Michigan

Dear Sir:

You are requested to examine Mr. Hugh Cook, Light Attendant, Little Rapids Cut Light Attendant Station, Michigan, a civilian employee of the U. S. Coast Guard to ascertain his eligibility for disability retirement under the act of March 4, 1925. Submit report of your findings on the inclosed Form 2523, Certificate of Medical Examination, Disability Retirement, Civilian Personnel, direct to this office.

By direction of the Commander, Ninth Coast Guard District.

Very truly yours,

H. M. WARNER
Commander USCG
Chief, Personnel Division

WJD:jtd CIVILIAN PERSONNEL

STATEMENT OF ANNUAL LEAVE

COOK, Hugh
Light Attendant
Little Rapids Cut Light Attendant Sta., Mich.

Retirement (Disability) close 30 June, 1948

	D	H
Accumulated annual leave 1-1-48	90	0
Current Accrued Annual leave to close 6-30-48	12	7-3/4
Totall	102	7-3/4
Used 1-1-48 through 6-30-48	0	0
Annual leave credit close 6-30-48	102	7-3/4
Lump sum payment due for accrued annual leave from 7-1-48 through 7-3/4 hours on 11-26-48 including pay for four (4) holidays 7-5, 9-6, 11-11 and 11-25	102	7-3/4
	0	0

Number of hours established as the weekly tour of duty: 40

Accumulated 6-1-48	90	0
Charged through 6-30-48		
Balance		

Name Cook, Hugh Date of birth 7[redacted]10-1889

Designation Light attendant, Little Rapids Cut, Mich.

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	Yrs	Mos	Days
~~Army~~ U.S. Coast Guard	4	1	1906	4	20	1928	17	6	10 *
Navy									
Marine Corps									
Civilian employment									
Com-LHS-Detroit Mich	4	19	1929	5	18	1929	0	1	0
do	5	21	1929	6	30	1939	10	1	10
Treas-CG-Cleveland Ohio	7	1	1939	10	31	1941	2	4	0
Navy-CG-Cleveland Ohio	11	1	1941	12	31	1945	4	2	0
Treas-CG-Cleveland Ohio	1	1	1946	6	30	1948	2	6	0
Total service ~~total civil service for pay purposes~~							36	8	20

* Taken from Hon Desch, A3239, US Coast Guard, dated 4-20-48

Does applicant receive or has he applied for a pension from the Government under any law? ..... 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? ..... If so, give number of claim .....

Does applicant receive or has he applied for compensation under the Federal Compensation Act, as amended? .....

If so, state the compensation received .....

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

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

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
Keeper 1-3-0	7	1	1943	9	30	1944		1560	1950.00
" 0-9-0	10	1	1944	6	30	1945		1620	1215.00
" 0-3-6	7	1	1945	10	6	1945		1902	512.05
" 0-8-24	10	7	1945	6	30	1946		1968	1438.11
" 0-3-19	7	1	1946	10	19	1946		2243.52	690.24
" 1-0-12	10	20	1946	11	1	1947		2318.76	2407.86
Kpr 2 Keeper 0-7-29	11	2	1947	6	30	1948		2394.00	1592.81
2-33-9-0									4806.07
5-0-0									48

Total compensation for last five years of active service .....

Average compensation for last five years of active service 1961.21

Annual rate of retired pay ($ 1961.21 × years 30 ÷ 40) = $ 1470.90

(Not exceeding 80)

U. S. GOVERNMENT PRINTING OFFICE 16—35803-1

UNITED STATES COAST GUARD

ADDRESS REPLY TO

Little Rapids Cut Light Station
Sault Saint Marie, Michigan.

AND REFER TO 75

June 3, 1948

OFFICE OF COMMANDER
NINTH COAST GUARD DISTRICT
REC'D JUN 7 1948
MAIL ROOM

From : Hugh Cook, Light Attendant; Little Rapids Cut light Station
Sault Saint Marie, Michigan.

To: Commander, 9th C.G. District Cleveland, I5, Ohio

Sub : Medical Treatment.

Here with is three copies of Forms 2522 from the U.S. PUBLIC Health Service Doctor as to your request of 27 May I948.

Hugh Cook

Hugh Cook
Lt. Attendant.

Form 2522
TREASURY DEPARTMENT
U. S. COAST GUARD
Revised March 1938

FOLLOW INSTRUCTIONS ON BACK

Cook, Hugh, Light attendant, Lotte Rapids, Soo, Mich.
(Name, surname first) (Service number) (Rank or rating) (Unit)

APPLICATION TO THE U. S. PUBLIC HEALTH SERVICE FOR RELIEF FOR THE PERSONNEL OF THE U. S. COAST GUARD

*REGULAR
*SPECIAL
TEMPORARY
(Enlistment status)

Place _____, Date _____, 19

To: _____

SIR: You are requested to examine the above-named {*officer / *enlisted man} of the U. S. Coast Guard, attached to the above-named unit, and furnish him such treatment as may be required. It is requested that the RETURN MEDICAL CERTIFICATE be returned to _____

_____ _____
(Signature of patient)

_____ U. S. Coast Guard.

RETURN MEDICAL CERTIFICATE

Place Sault Ste. Marie, Date 6-2-, 1941

I CERTIFY that I have examined the above-named person and find him suffering from _____

Arteriosclerosis Chronic Exogenous Bronchitis
(Give diagnosis by number and name according to official nomenclature)

My professional opinion in the case is expressed below for the information of the Coast Guard administrative officers. Incident of service? {*Yes. / *No.} Fit for duty? {*Yes. / *No.} Absent from duty on account of the effects of a disease, as distinguished from injury, directly attributable to and immediately following his own intemperate use of alcoholic liquor or habit-forming drug? {*Yes. / *No.} Absent from duty on account of the direct effects of a venereal disease due to his own misconduct? {*Yes. / *No.} If "yes," did the initial symptoms appear less or more than one year ago? {*Less. / *More.} Treatment will require approximately indefinite days absence from duty. He was admitted to {*inpatient / *outpatient} treatment at _____ {*hospital / *office} on Nov., 19 41

K. L. Dunlap
_____ U. S. Public Health Service.

*Having been informed that I am suffering from _____
(Diagnosis)
and that in the opinion of the medical officer, this disease is the result of my own misconduct, I (*do not) desire to submit a statement. (Attach statement if made.)

_____
(Patient's signature)

WITNESS:

_____
(Signature of medical officer)

_____ U. S. Public Health Service.

*Strike out words not applicable.

2—863

Form 2522
TREASURY DEPARTMENT
U. S. COAST GUARD
Revised March 1938

FOLLOW INSTRUCTIONS ON BACK

Cook, Hugh — Light Attendant — Little Rapids - Soo, Mich.
(Name, surname first) (Service number) (Rank or rating) (Unit)

*REGULAR
*SPECIAL
TEMPORARY
(Enlistment status)

FINAL MEDICAL CERTIFICATE

Place Sault Ste. Marie, Mich. Date 6-2-, 1948

To: Commander 9th C G District
(Coast Guard unit)
Cleveland 15, Ohio
(Address)

The above-named patient was discharged from {*~~inpatient~~ / *outpatient} treatment as shown below:

DIAGNOSIS (By nomenclature name and number)	DIAGNOSIS NUMBER	PERIOD OF TREATMENT FOR EACH CONDITION	
		FROM	TO
Arthritis, Chronic, Atrophic			
Shoulders, Ankles, Knees	0138	Nov. 1946	June 1948

He {*is / *~~is not~~} fit for duty. REMARKS (Recommendations as to sick leave, further treatment, etc.):
Recommend survey on retirement.

CONDUCT REPORT:

Did the patient cooperate in his treatment? {*Yes. / *No.} Absent without permission? {*~~Yes.~~ / *No.} Guilty of insubordination? {*~~Yes.~~ / *No.}

[signature]
Surgeon
U. S. Public Health Service.

NOTICE OF MEDICAL TRANSFER

_____, who has been under {*inpatient / *outpatient}
(Patient's name, service number, rank or rating, and unit)
treatment at _____ {*office / *hospital} at _____ for
_____ since _____, 19__, has been
(Diagnosis)
transferred this date _____, 19__, to the U. S. Marine Hospital at _____
for further treatment.

_____
U. S. Public Health Service.

*Strike out words not applicable.

2—663

(pc)

75

27 May, 1948

From: Commander, 9th CG District
To: Hugh Cook, Light Attendant; Little Rapids Cut Light Attendant Station, Michigan

Subj: Medical treatment

1. It has been reported to this office that you are presently afflicted with arthritis in left shoulder and arm and that with your present ailment it would be difficult to train a new man for duty at your station.

2. Information is requested whether you have recently received any medical treatment. If so, submit Form 2522 including the Return Medical Certificate and Final Medical Certificate of the U. S. Public Health Service. If not, you are directed to obtain treatment from the U. S. Public Health Service on Form 2522 and submit same to this office.

H. M. WARNER
By direction

CC: CO, Soo Base

WJD: jtd CIVILIAN PERSONNEL

GM39 KJ A IGPI LOPU 241853Z MASA GR72 BT

FM CG BASE SOO

TO CCGD NINE

UR 241546Z X MR HUGH COOK PRESENTLY AFFLICTED WITH ARTHRITIS IN LEFT SHOULDER AND ARM X DUTY OF AN INVOLVES CONSIDERABLE CLIMBING ON RANGES AND CRIB LIGHTS ADJUSTING FLASHERS AND LIGHTS X GUSTAFSON THROUGHLY FAMILIAR WITH THIS OPERATION X EN ASSIGNED FROM CG MESQUITE STATES HE HAS NO EXPERIENCE IN AN DUTY X MR COOK STATES WITH HIS PRESENT AILMENT IT WOULD BE VERY DIFFICULT TO TRAIN NEW MAN FOR THIS DUTY BT

REF 241546Z/2415462 24-42: UR 241335Z X ADVISE WHETHER MR HUGH COOK PHYS. ABLE TO CARRY ON DUTIES OF STA WITH ASST OF EN TO BE FURNISHED BY MESQUITE.

	ACT	INF		ACT	INF
COMDR 9CGD			PERSONNEL		
CHIEF STAFF			CIVILIAN		
O O D			MEDICAL		
MARINE INSP.			MILITARY	✓	
AUXILIARY			ENGINEERING		
LEGAL-INT			CIVIL		
NORTH. INSP.			ELECTRONICS		
OPERATIONS			MARINE		
AIDS TO NAV.			FINANCE-SUPP		
COMMUNICATION			ACCOUNTING		
SEARCH-RES.			DISBURSING		
COMM.CENTER			SUPPLY		

TOR NOG 1859/24 MAY FU2 LE

RGM39 1905/24 MAY MD

24 80

CC NR 9 T A MASA 241546Z IGPI LOPU GR 25 BT

FM CCGD NINE

TO CG BASE SOO

UR 241335Z X ADVISE WHETHER MR HUGH COOK PHYSICALLY ABLE TO CARRY ON DUTIES OF STATION WITH ASSISTANCE OF EN TO BE FURNISHED BY MESQUITE BT 241546Z

1547/24 MAY MD..

R 9 VT

	A	I	INF		ACT	INF
C MCR SCGD				PERSONNEL		
CHIEF STAFF				CIVILIAN		
OOD				MEDICAL	✓	
MARINE INSP.				MILITARY		
AUXILIARY				ENGINEERING		
LEGAL-INT				CIVIL		
NORTH. INSP.				ELECTRONICS		
OPERATIONS				MARINE		
AIDS TO NAV.				FINANCE-SUPP		
COMMUNICATION				ACCOUNTING		
SEARCH-RES.				DISBURSING		
COMM.CENTER				SUPPLY		

Outgoing

24 42

C9CGD(pc)
75

18 May, 1948

6. It has been held that in some employments acceptance of the tasks to be performed carries with it narrower limitations on the geographic area of environment in which the employee must live when off duty. In the case of employees who are stationed at combined work-living stations (light attendants, lighthouse keepers, and the like) such limitations are of natural origin, not the result of employment conditions within the agency's control, and are not deliberately required by the Government for the benefit of the Government. Consequently, by themselves they do not make the hours of an employee's off-duty period compensable standby time, even though when he stays at or near "home" during such period he is actually on Government premises and is available to help in emergencies in case he is needed.

7. Therefore, for the purpose of pay, you are entitled to 44 hours a week, 4 hours of which is considered as overtime, and there is no authority for the payment of night differential in your case.

H. M. WARNER
By direction

WJD:jtd CIVILIAN PERSONNEL

(pc)

75

18 May, 1948

From: Commander, 9th CG District
To: Hugh Cook, Light Attendant, Little Rapids Cut Light Attendant Station, Michigan

Subj: Salary adjustment; night differential; hours of duty

1. Reference is made to your letter of 11 May, 1948, file 75, relative to subject.

2. Night differential is applied only to stations with more than one keeper, having a regular schedule of night watches and as stated in office letter of 28 April no night differential is paid to light attendants.

3. In connection with the payment of night differential, Headquarters issued the following instructions:

> "There is another feature of Public Law 106 which it is necessary to apply to keepers; but it is <u>not</u> to be applied to light attendants ***."

4. With respect to your inquiry regarding hours of duty, you are advised that the administrative work week of an average of 44 hours per week was approved by the Department for Keepers, Light Attendants, etc. effective 7-1-45. HQ advised at that time that the matter of establishing a tour of duty must be considered as a somewhat arbitrary action in that for practical operations it will not change the actual working situations long in effect. However, because such employees have long been considered to be on a 44 hour week for sick and annual leave purposes and because it has been estimated that they perform work for the Government on an <u>average</u> of 44 hours a week, the effect of the present action will be to recognize 4 hours of the administrative work week as overtime for such employees and to compensate them at the overtime rate for those 4 hours.

5. It is impossible to set fixed hours of duty in advance, to distinguish between active duty and standby duty, or to establish a work schedule which will not vary from time to time, inasmuch as the work at light attendant or light stations requires that the personnel be subject to call at all times to cope with any emergency. These conditions are well known and it is traditional with the Service that personnel give of their time without stint in order to properly maintain and service aids to navigation under their charge.

UNITED STATES COAST GUARD



ADDRESS REPLY TO
Hugh Cook, Lt. Attdt.,
Little Rapids Cut Light Attendant Station
AND REFER TO
File 75

11 May, 1948

From: Hugh Cook, Lt. Attdt., Little Rapids Cut Light Attendant Sta., Michigan.
To: Commander, 9th Coast Guard District, Cleveland.

Subj: Salary adjustment.

Reference is made to your letter of 28 April, 1948, file 75 (pc). Reference is made to paragraph 3 of this letter, which states no night duty is required except occasionally. This is a misstatement as applied to my station duties, as I am on call every night for calls regarding outages of aids to navigation. I feel a adjustment is in order regarding my duties, as even though the station is now classed as light attendant station, I still have the same duties as before, and if I am to be required to perform night duty, I feel I should be entitled to compensation for same. If I am not required to perform night duty, a letter to that effect should be forthcoming, but due to the importance of traffic in the St. Marys River, it is doubtful if this practice would be satisfactory to marine interests for any length of time. An effort to correct this situation would be greatly appreciated.

Hugh Cook,
Light Attendant.

(pc)

75

28 April, 1948

From: Commander, 9th CG District
To: Hugh Cook, Lt.Attdt., Little Rapids Cut Light Attendant Sta., Mich.

Subj: Salary

1. Reference is made to your letter of 26 April, 1948 relative to your salary for pay periods 21 March to 3 April, and 4 to 17 April, 1948.

2. A recheck of your pay records has been made and the pay you received for the periods is correct. The pay period 21 March to 3 April included adjustment of $13.81 due for previous pay period 7 to 20 March to cover overtime on two Saturdays, 13 and 20 March, as your station was reactivated on 11 March.

3. The administrative workweek for keepers, light attendants, and vessel employees is 44 hours, of which 4 hours is recognized as overtime. Where regular watches are maintained by keepers between 6 p.m. and 6 a.m. night differential is also paid, but this feature is not applied to light attendants nor to vessel employees nor to stations where there is no night duty required except occasionally and not scheduled.

H. M. WARNER
By direction

WJD:jtd

CIVILIAN PERSONNEL

UNITED STATES COAST GUARD

OFFICE OF
THE CAPTAIN OF THE PORT

ADDRESS ALL COMMUNICATIONS FOR
THIS OFFICE
TO THE "CAPTAIN OF THE PORT"

Little Rapids Cut Light Station R.F.D. I
Sault Saint Marie. Michigan.

April 26 1948

From: Hugh Cook Light Attendant :

TO : Commander, 9th Coast Guard District Cleveland, Ohio

SubJ: Pay Salary

I. Pay period ending April I7 I948 Short 4.60

2. Also Check pay period March 2I to 3 April which does not show full pay for that period, pluss the $ I3.8I For previous period,

Hugh Cook

Hugh Cook Attendant
Lt.

Standard Form No. 51
August 1946
U. S. CIVIL SERVICE COMMISSION

Form approved.
Budget Bureau No. 50-R012.3.

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )
OFFICIAL:
REGULAR (X) SPECIAL ( )
PROBATIONAL ( )

As of 3-31-48 based on performance during period from 4-1-47 to 3-31-48

Hugh Cook
(Name of employee)

Light Attendant
(Title of position, service, and grade)

U. S. Coast Guard, Little Rapids Cut Light Station, Mich.
(Organization—Indicate bureau, division, section, unit, field station)

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

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

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

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

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

STATE ANY OTHER ELEMENTS CONSIDERED

____ (A) ____
____ (B) ____
____ (C) ____

STANDARD
Deviations must be explained on reverse side of this form

	Adjective Rating
Plus marks on all underlined elements, and check marks or better on all other elements rated	Excellent
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements	Very Good
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance	Good
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance	Fair
Minus marks on at least half of the underlined elements	Unsatisfactory

Adjective Rating

Rating official VG

Reviewing official VG

Rated by H. Emmons (Signature of rating official) Chief, Aids to Navigation Section (Title) 4-23-48 (Date)

Reviewed by H. M. Warner (Signature of reviewing official) Chief, Personnel Division (Title) 4-23-48 (Date)

Rating approved by efficiency rating committee MAY 10 1948 (Date) Report to employee VG (Adjective rating) MAY 11 1948

U. S. GOVERNMENT PRINTING OFFICE 16—26177-5

DEPT. S[illegible]
REV. 12-4[illegible]49

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared 3-9-48

Name: Cook, Hugh (Mr.)

From: U. S. Coast Guard

Bureau No.:

Reassignment

Effective: 3-21-48

	FROM 09-586	TO 09-586
Position	Keeper	Light Attendant
Grade	(Rate 1-sub($2093.04-2394.48)	Range $2093.04-2394.48
Salary	$2394.00 pa incl $240 pa Qtrs.	$2334.00 pa incl $240 pa Qtrs
C. S. C. No.		
Bureau or Div.	U. S. Coast Guard	U. S. Coast Guard
Organizational Subdivisions		
Headquarters	Cleveland, Ohio	Cleveland, Ohio Sta.,Mich.
Post of Duty	Little Rapids Cut Lt.Sta.,Mich.	Little Rapids Cut Lt.Attdt./
Appropriation	Sal. 38 1948 (Civ.Emp.)	Sal. 38 1948 (Civ.Emp.)
Allotment		
	FIELD ☒ DEPRTMTL. ☐	FIELD ☒ DEPRTMTL. ☐

Remarks:

Subject to post audit.

Justification:

This position is in lieu of the Keeper (09-586) position previously occupied by Mr. Cook.

Copy forwarded to addressee 3-22-48

ACCOUNTS AND COLLECTIONS, EXAMINING

CIVIL SERVICE OR OTHER LEGAL AUTHORITY
CS Reg 8.103 (a)

APPROPRIATION
Regular

DATE OF BIRTH
7-10-1889

LEGAL RESIDENCE
Michigan

SEX
Male

NATURE OF POSITION

NEW	ADDTL. IDENT.
*	

VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

VETERAN'S PREFERENCE INFORMATION
Preference

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

DATE OF OATH

DATE APPROVED BY THE SECRETARY
3-19-48

PERSONNEL RECOMMENDATION
UNITED STATES COAST GUARD
NAVCG-2660-REV.2-48

TO: COMMANDANT, UNITED STATES COAST GUARD (PC)

FROM (Recommending Office)	LOCATION	DATE
Commander, 9th CG District	Cleveland, Ohio	5 February, 1948

NATURE OF RECOMMENDATION
Change in designation

NAME (Last, First, Middle Initial)	LEGAL RESIDENCE	DATE OF BIRTH	VET'S. PREF.?
COOK, Hugh	Michigan	7-10-89	Yes

	FROM	TO
POSITION & NUMBER	Keeper 09-546	Light Attendant 09-546
GRADE OR RANGE & PAY	$2093.04-2544.48, $2394.00 p.a.	$2093.04-2544.48, $2394.00 p.a.
VALUATION OF QUARTERS	$240 per annum	$240 per annum
APPROPRIATION	Sal & Exp., CG 1948 (Civ.Emp)	Sal & Exp., CG 1948 (Civ.Emp)
STATION	Little Rapids Cut Lt.Sta., Mich.	Little Rapids Cut Lt.Attdt.Sta., Mich.
OFFICE	Cleveland, Ohio	Cleveland, Ohio
DIVISION		
SECTION		

PROPOSED EFFECTIVE DATE: Date of HQ approval
☐ THE ACTUAL DATE OF ENTRANCE ON DUTY
☐ AS SOON THEREAFTER AS HE ENTERS ON DUTY

POSITION CLASSIFICATION OR JOB DATA

☐ NEW POSITION

☐ VICE
(Previous Incumbent) (J.C.S.#-IVb Only) (Date & Manner Vacated)

☐ NEW POSITION, OR JOB, IN LIEU OF
(Position or Job Superseded) (Incumbent) (J.C.S.#-IVb Only)

☐ ADDITIONAL IDENTICAL
(Name of Employee (J.C.S.# of Position to Which Identical-IVb Only)

REMARKS: This action is to cover change in designation from Keeper to Light Attendant. This employee services various minor aids consisting of 38 fixed aids and 23 floating aids in the St. Mary's River area and operates a small boat in conjunction therewith, requiring his full time personal services, but not continuous watching. In accordance with Operating Shore Facilities, fiscal year 1948, the station is designated as Little Rapids Cut Light Attendant Station. Action proposed will not exceed authorized ceiling and funds previously allotted are adequate.

Certified as required in Instruction 6:

H. M. WARNER
By direction
(Signature of Recommending Officer)

1222
O:jtd CIVILIAN PERSONNEL

PERSONNEL RECOMMENDATION
UNITED STATES COAST GUARD
NAVCG-2660-REV.2-48

TO: COMMANDANT, UNITED STATES COAST GUARD (PC)

FROM (Recommending Office)	LOCATION	DATE
Commander, 9th CG District	Cleveland, Ohio	5 February, 1948

NATURE OF RECOMMENDATION: Change in designation

NAME (Last, First, Middle Initial)	LEGAL RESIDENCE	DATE OF BIRTH	VET'S. PREF.?
COOK, Hugh	Michigan	7-10-89	Yes

	FROM	TO
POSITION & NUMBER	Keeper 09-546	Light Attendant 09-546
GRADE OR RANGE & PAY	$2093.04-2544.48, $2394.00 p.a.	$2093.04-2544.48, $2394.00 p.a.
VALUATION OF QUARTERS	$240 per annum	$240 per annum
APPROPRIATION	Sal & Exp., CG 1948 (Civ.Emp)	Sal & Exp., CG 1948 (Civ.Emp)
STATION	Little Rapids Cut Lt.Sta., Mich.	Little Rapids Cut Lt.Attdt.Sta., Mich.
OFFICE	Cleveland, Ohio	Cleveland, Ohio
DIVISION		
SECTION		

PROPOSED EFFECTIVE DATE: Date of HQ approval
☐ THE ACTUAL DATE OF ENTRANCE ON DUTY
☐ AS SOON THEREAFTER AS HE ENTERS ON DUTY

POSITION CLASSIFICATION OR JOB DATA

☐ NEW POSITION

☐ VICE _____ (Previous Incumbent) _____ (J.C.S.#-IVb Only) _____ (Date & Manner Vacated)

☐ NEW POSITION, OR JOB, IN LIEU OF _____ (Position or Job Superseded) _____ (Incumbent) _____ (J.C.S.#-IVb Only)

☐ ADDITIONAL IDENTICAL _____ (Name of Employee) _____ (J.C.S.# of Position to Which Identical-IVb Only)

REMARKS: This action is to cover change in designation from Keeper to Light Attendant. This employee services various minor aids consisting of 38 fixed aids and 23 floating aids in the St. Mary's River area and operates a small boat in conjunction therewith, requiring his full time personal services, but not continuous watching. In accordance with Operating Shore Facilities, fiscal year 1948, the station is designated as Little Rapids Cut Light Attendant Station. Action proposed will not exceed authorized ceiling and funds previously allotted are adequate.

Certified as required in Instruction 6:

H. M. WARNER
By direction
(Signature of Recommending Officer)

1922

W.D. Std. CIVILIAN PERSONNEL

DEPT. STOCK FORM 2249
REV. 12-45

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 1

TO:

Date Prepared October 31, 1947

Name: Cook, Hugh (Dr.)

From: U. S. Coast Guard

Bureau No.:

Administrative Pay Increase

Effective: November 2, 1947

	FROM 07-546	TO 09-546
Position		Keeper
Grade	Class 1-mid($2097.04-2544.48)	Class 1-mid($2097.04-2544.48)
Salary	$2318.76 pa.incl.$240 pa.Gtrs.	$2394.00 pa.incl.$240 pa.Gtrs. 7-10-1889
C. S. C. No.		2394,00
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Cleveland, Ohio
Post of Duty		Little Rapids Cut Lt.Sta.
Appropriation		[illegible] 1948(Civ.Exp) Mich.
Allotment		

FIELD ☒ DEPRTMTL. ☐ FIELD ☒ DEPRTMTL. ☐

Remarks: You are hereby granted a one-step increase in rate of compensation.

Justification:

Position:	Permanent
Last Increase:	Promotion, 10-20-46,$2243.52-$2318.76
Conduct and Services:	Satisfactory
Efficiency Rating:	Very Good - Approved 4-30-47

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 7-10-1889

LEGAL RESIDENCE: Michigan

SEX: Male

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

VETERAN'S PREFERENCE INFORMATION: Preference

SUBJECT TO RETIREMENT ACT? Lighthouse Act 6-20-12

DATE OF OATH

DATE APPROVED BY THE SECRETARY

ACCOUNTS AND COLLECTIONS, EXAMINING

Standard Form No. 51
August 1946
U. S. CIVIL SERVICE COMMISSION

Form approved.
Budget Bureau No. 50-R012.3.

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )
OFFICIAL:
REGULAR (X) SPECIAL ( )
PROBATIONAL ( )

As of 3-31-47 based on performance during period from 4-1-46 to 3-31-47

Hugh Cook
(Name of employee)

Keeper
(Title of position, service, and grade)

U. S. Coast Guard, Little Rapids Cut Lt. Sta., Mich.
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE		CHECK ONE:
V if adequate – if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. *a.* Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions. *b.* Rate administrative, supervisory, and planning functions on elements in *italics*.	Administrative, supervisory, or planning ☐ All others ☑

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

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

STATE ANY OTHER ELEMENTS CONSIDERED

(A)
(B)
(C)

STANDARD
Deviations must be explained on reverse side of this form

	Adjective Rating
Plus marks on all underlined elements, and check marks or better on all other elements rated	Excellent
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements	Very Good
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance	Good
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance	Fair
Minus marks on at least half of the underlined elements	Unsatisfactory

Adjective Rating

Rating official VG

Reviewing official VG

Rated by [signature] (Signature of rating official) Chief, Civilian Personnel Section (Title) 4-23-47 (Date)

Reviewed by J. O. Hutson, Jr. (Signature of reviewing official) Chief, Personnel Division (Title) 4-23-47 (Date)

Rating approved by efficiency rating committee J. O. HUTSON, Jr. APR 30 1947 (Date) Report to employee VG (Adjective rating) MAY 9 - 1947

U. S. GOVERNMENT PRINTING OFFICE 16—26177-5

File 75

From: Hugh Cook, Keeper, Little Rapids Cut Lt. Sta., Mich.
To: Commander, 9th Coast Guard District (pcp)

Via: CO, CG Operating Base, Sault Ste. Marie, Michigan

Subj: Proposed change of assignment

Receipt of your letter 17 February, 1947, file 75 (pcp) is herewith acknowledged.

Hugh Cook

HUGH COOK

Received February 22nd 1947

Ind-1
CGOB, Soo, Mich.
24 Feb., 1947

Forwarded.

A. F. HEFFELFINGER
Acting

DEPT. STOCK FORM 2249
REV. 12-45

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared 18 October, 1946

Name: [redacted], Hugh (Mr.)

From: U. S. Coast Guard

Bureau No.:

Administrative Pay Increase

Effective: 20 October, 1946

	FROM 567	TO 567
Position		Keeper
Grade	Class 1-a&d(2093).04-2544.48)	Class 1-a&d(2093.04-2544.48)
Salary	$2349.52 pa.incl.$240 pa.Clrs.	$2318.76 pa.incl.$240 pa.Clrs.
C. S. C. No.		
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Cleveland, Ohio
Post of Duty		Little Rapids Cut Lt.Sta.Mich.
Appropriation		Civilian Employees, C. G.
Allotment		

FIELD ☐ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks: You are hereby granted a one-step increase in rate of compensation.

Justification:

Position: Permanent
Last Increase: Promotion,10-7-43,$1902-$1968
Conduct and Service: Satisfactory
Efficiency Rating: Very Good.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 7-10-1889

LEGAL RESIDENCE: Michigan

SEX: Male

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

VETERAN'S PREFERENCE INFORMATION: Preference

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

DATE OF OATH

11-7-46
Copy to addressee via official channels

Date of last Official Efficiency Rating
5-6-46
AH

ACCOUNTS AND COLLECTIONS, EXAMINING

DATE APPROVED BY THE SECRETARY 10-20-46

AFFIDAVIT

STRIKING AGAINST THE FEDERAL GOVERNMENT

Treasury Department U. S. Coast Guard

Little Rapids Cut Unit

Sault Saint Marie , Michigan.

(Place of Employment)

I, do hereby swear (or affirm) that I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not while a Government employee become a member of such an organization.

Hugh Cook Hugh Cook

(Signature of Employee or Appointee)

Subscribed and sworn to before me this 17th day of October, 1946 at Sault Ste Marie State of Michigan.

Edith L. Den Eyck

(Signature of person authorized to administer oath)

Not. Pub. Chippewa Co. Mich.

(Title)

My Comm Exp. Dec 8, 1948

STATUTORY PENALTY CLAUSE: "Any person who engages in a strike against the Government of the United States, or who is a member of an organization of Government employees that asserts the right to strike against the Government of the United States *** and accepts employment the salary or wages for which are paid from any appropriation contained in this Act shall be guilty of a felony and, upon conviction, shall be fined not more than $1,000 or imprisoned for not more than one year, or both: Provided further, that the above penalty clause shall be in addition to, and not in substitution for any other provision of existing law."

A-5404

1836-2232

Standard Form No. 51, Rev.
Approved Dec. 1943
C. S. C. Dept. Cir. No. 458

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

REPORT OF EFFICIENCY RATING

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

As of 3-31-46 based on performance during period from 4-1-45 to 3-31-46

Hugh Cook
(Name of employee)

Keeper
(Title of position, service, and grade)

U. S. Coast Guard, Little Rapids Cut Lt. Sta., Mich.
(Organization—Indicate bureau, division, section, unit, field station)

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

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

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

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

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

STATE ANY OTHER ELEMENTS CONSIDERED

(A)
(B)
(C)

STANDARD
Deviations must be explained on reverse side of this form

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

Adjective rating
Rating official VG
Reviewing official VG

Rated by [signature] (Signature of rating official) Civilian Personnel Officer (Title) 4-26-46 (Date)

Reviewed by J. J. Hutson, Jr. (Signature of reviewing official) Personnel Officer (Title) 4-26-46 (Date)

J. J. HUTSON, Jr.

Rating approved by efficiency rating committee MAY 6 - 1946 (Date) Report to employee VG (Adjective rating) MAY 20 1946

U. S. GOVERNMENT PRINTING OFFICE 16—26177-2

DEPT. STOCK FORM 2249
REV. 12-41

NAVY

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared October 1, 1945

Name: Cook, Hugh (Mr.)

From: U.S. Coast Guard

Bureau No.:

Effective: Pay increase (Periodic) October 7, 1945

	FROM 347	TO 347
Position		Keeper
Grade	Range $1631-2232	Range $1631-2232
Salary	$1908 pa. inc $240 pa. trs.	$1963 pa. incl. $240 pa. trs.
C. S. C. No.		
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Cleveland, Ohio
Post of Duty		Little Rapids Cut. Lt. Sta. [illegible]
Appropriation		Civilian Employees, C. G.
Allotment		

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

Remarks:

You are granted a one-step increase in rate of compensation.

Justification:

Position: Permanent
Last Increase: Pro 10-1-44 $1560-1620
Conduct and Service: Satisfactory
Efficiency Rating: Very Good

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 7-10-1899

LEGAL RESIDENCE: Michigan

SEX: M

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

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

SUBJECT TO RETIREMENT ACT? Lighthouse Act 4-28-10

DATE OF OATH

10-15-45 To addressee via Commanding Officer, Operating Base, Sault Ste. Marie, Mich.

DATE APPROVED BY THE SECRETARY 10-15-45

SUBORDINATE ADMINISTRATIVE OFFICE

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared July 1, 1945

Name: Cook, Hugh (Mr.)

From: U. S. Coast Guard

Bureau No.:

Pay Adjustment

Effective: July 1, 1945

	FROM 367	TO 367
Position		Keeper
Grade	Range $1320-1620	Range $1836-2232
Salary	$1380 pa plus $240 pa Qtrs.	$1902 pa* Incl. $240 pa Qtrs.
C. S. C. No.		
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Cleveland, Ohio
Post of Duty		Little Rapids Cut.Lt.Sta.,Mich.
Appropriation		Civilian Employees, C. G.
Allotment		
	FIELD ☐ DEPRTMTL. ☐	FIELD ☒ DEPRTMTL. ☐

Remarks: * Your increased compensation includes valuation for quarters.

Justification:

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 7-10-1889

LEGAL RESIDENCE: Michigan

SEX: Male

NATURE OF POSITION

NEW	ADDTL. IDENT.

VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

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

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

DATE OF OATH

DATE APPROVED BY THE SECRETARY: JUL 19 1945

SUBORDINATE ADMINISTRATIVE OFFICE

JUL 19 1945

Standard Form No. 51, Rev.
Approved Dec. 1943
C. S. C. Dept. Cir. No. 458

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

REPORT OF EFFICIENCY RATING

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

As of 3-31-45 based on performance during period from 4-1-44 to 3-31-45

Hugh Cook
(Name of employee)

Keeper
(Title of position, service, and grade)

U. S. Coast Guard, Little Rapids Cut Light Station, Mich.
(Organization—Indicate bureau, division, section, unit, field station)

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

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

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

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

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

STATE ANY OTHER ELEMENTS CONSIDERED

(A)
(B)
(C)

STANDARD
Deviations must be explained on reverse side of this form

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

Adjective rating
Rating official VG
Reviewing official VG

Rated by H. M. CROSS (Signature of rating official) Administrative Assistant (Title) 3-31-45 (Date)

Reviewed by ERNEST POINTER (Signature of reviewing official) Personnel Officer (Title) 3-31-45 (Date)

Rating approved by efficiency rating committee APR 7 - 1945 (Date) Report to employee VG (Adjective rating) MAY 12 1945

16—26177-2

UNITED STATES COAST GUARD

UNITED STATES COAST GUARD
Rec'd MAR 1 4 1945
Office
District Coast Guard Officer
Cleveland, Ninth Naval District

Sault Ste. Marie CG Section
(Group)

12 March, 1945
(Date)

To: DCGO, Cleveland, 9ND (PCP)

Subj: Efficiency rating.

1. Reference is made to DCGO, Cleveland, 9ND letter of 9 March, 1945, file 75, relative to efficiency ratings for civilian light keepers.

2. Report is submitted concerning the employee named below:

Hugh Cook, Keeper, Little Rapids Cut Lt. Sta., Mich.

(a) Have the services of the employee named been satisfactory during the past 12 months? Yes.

(b) Using the terms Excellent, Very good, Good, Fair, or Unsatisfactory, the employee is rated as follows:

(b-1) Boatmanship (omit if no boating is required): Excellent

(b-2) Maintenance of equipment, tools, and instruments: Very good

(b-3) Ability as leader of men (to set a good example in appearance, conduct, execution of orders, etc.): Good

(b-4) Attention to pertinent detail: Good

(b-5) Industry: Very good

(b-6) Cooperativeness: Good

(b-7) Initiative (Under this element rate only principal light keepers): Good

(b-8) Resourcefulness (Under this element rate only principal light keepers): Good

(b-9) Dependability: Good

(b-10) Conduct: Excellent

(c) Remarks (if any):

T. A. Dahlburg Lieut-Comdr(R)
Commanding Officer
T.A.DAHLBURG

DEPT. STOCK FORM 2249
REV. 12-41

NAVY
UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared October 1, 1944

Name: Cook, Hugh (Mr.)

From: U. S. Coast Guard

Bureau No.:

Pay Increase (Periodic)

Effective: October 1, 1944

	FROM 567	TO 567
Position		Keeper
Grade	Range $1320-1680	Range $1320-1680
Salary	$1320 p.a.plus $240 p.a.Qtrs.	$1380 p.a.plus $240 p.a.Qtrs.
C. S. C. No.		
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Cleveland, Ohio Mich.
Post of Duty		Little Rapids Cut.Lt.Sta.,/
Appropriation		Civilian Employees, C. G.
Allotment		
	FIELD ☒ DEPRTMTL. ☐	FIELD ☒ DEPRTMTL. ☐

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 7-10-1889

LEGAL RESIDENCE: Michigan

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

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

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

DATE OF OATH

Remarks:

You are hereby granted a one-step increase in rate of compensation.

Justification:

Mr. Cook's last increase in rate of compensation was on April 1, 1943, in the amount of $60, from $1320 per annum plus $180 per annum valuation for quarters, to $1320 per annum plus $240 per annum valuation for quarters.
The position occupied by this employee is not temporary.
His service and conduct are satisfactory.
His current efficiency rating is VG.

10/11/44
copy mailed to Mr. Cook via CO, CG Operating Base, Sault Ste. Marie, Mich.

DATE APPROVED BY THE SECRETARY 10-1-44

SUBORDINATE ADMINISTRATIVE OFFICE

Standard Form No. 51, Rev.
Approved Dec. 1943
C. S. C. Dept. Cir. No. 458

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

REPORT OF EFFICIENCY RATING

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

As of 3-31-44 based on performance during period from 4-1-43 to 3-31-44

Hugh Cook
(Name of employee)

Keeper $1320-1680
(Title of position, service, and grade)

Little Rapids Cut Light Station, Michigan
(Organization—Indicate bureau, division, section, unit, field station)

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

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

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

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

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

STATE ANY OTHER ELEMENTS CONSIDERED

____ (A) ____
____ (B) ____
____ (C) ____

STANDARD
Deviations must be explained on reverse side of this form

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

Adjective rating
Rating official VG
Reviewing official VG

Rated by R. M. Cross
(Signature of rating official)
Administrative Assistant
(Title)
25 April, 1944
(Date)

Reviewed by G. A. Brunner
(Signature of reviewing official)
Captain, USCG
(Title)
25 April, 1944
(Date)

Rating approved by efficiency rating committee APR 26 1944
(Date)
Report to employee VG
(Adjective rating)
MAY 1 - 1944

16—26177-2

(pap)

75

9 July, 1943

To: Commander, Sault Ste. Marie Section, Mich.

Subj: Pay-As-You-Go Income Tax.

Reference is made to district office letter of 17 June, 1943, relative to subject matter. Form W-4, Employee's Withholding Exemption Certificate, have not been received from Hugh Cook, Keeper, Little Rapids Cut Lt. Sta. and James Brander, Keeper, Pipe Island Lt. Sta. Two copies of Form W-4 are inclosed which should be filled out by these employees and immediately returned to this office.

G. E. TRESTER
By direction

Incl
Form W-4 (2 copies)

Cook - Recd. 7/21/43
Brander - Recd (Dated 7-14-43)

A.C.

JUL 9 1943

HMC:WJD

75

~~TREASURY DEPARTMENT~~
United States Coast Guard

Date 5 April, 1943

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

From: ~~Commander,~~ District Coast Guard Officer, Cleveland, Ninth Naval District.
To: Commandant, ~~U. S. Coast Guard.~~

Name COOK, Hugh

Nature of Action Change in status and post of duty - increase in range and gross (but not cash) salary.

Effective date of change 1 April, 1943

	FROM	TO
Position	Keeper (Assistant)	Keeper
Pay	$1320 per annum	$1320 per annum
Salary Range	$1140-1500	$1320-1680
Valuation of Quarters	$180 per annum	$240 per annum
Station	Middle Mackinac Cut Lt. Sta., Mich.	Little Rapids Cut Lt. Sta., Mich.

Remarks: This change is reported in accordance with Department approval dated (perforated in Form 2249) 3-17-43.

Signature ~~G. E. TREASTER,~~ By direction.

- -

(This space for use of Headquarters)

APR - 7 1943

HMC:WJD (CIVILIAN PERSONNEL)

UNITED STATES COAST GUARD

75

REC'D APR 5 1943

Office
District Coast Guard Officer,
Cleveland, Ninth Naval District

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

CLEVELAND, OHIO

OFFICE OF COMMANDER
CLEVELAND DISTRICT
Sault Ste. Marie Section

Sault Ste. Marie, Michigan.
1 April, 1943.

From: Commander, Sault Ste. Marie Section.
To : DCGO, Cleveland, 9th Naval District.

Subject: COOK, Hugh; transfer to position of Keeper, Little Rapids Cut Light Station., Mich.

Reference: (a) DCGO letter 26 March, 1943 (75).

1. Form 2249, Personnel Notification, was forwarded to subject employee this date. Keeper Cook took over the duties of Keeper at Little Rapids Cut Light Station, effective this date.

T.A. Dahlburg
T.A.DAHLBURG,
Executive Officer.

cc-Hugh Cook.

1370

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

REPORT OF EFFICIENCY RATING

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

Classification Symbols
Range $1140-1500
(Service) (Grade) (Class)

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

Hugh Cook (Name of employee) | Keeper (Asst) (Title of position) | (Bureau)

(Division) | (Section) | Middle Neebish Cut Lt. Sta., Mich. (Subsection or unit) (Field office)

ON LINES BELOW MARK EMPLOYEE
√ if adequate
— if weak
+ if outstanding

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

CHECK ONE
Administrative, supervisory, or planning ☐
All others ☑

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

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

STATE ANY OTHER ELEMENTS CONSIDERED
(A) ____
(B) ____
(C) ____

STANDARD
Deviations must be explained on reverse side of this form

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

	Adjective rating	Numerical rating
Rating official	V.G.	3
Reviewing official	V.G.	3

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

Rated by [signature] (Signature of rating official) | Sr. Adm. Asst. (Title) | MAY 21 1943 (Date)

Reviewed by [signature] (Signature of reviewing official) | Commander, USCG (Title) | MAY 21 1943 (Date)

Rating approved by efficiency rating committee MAY 22 1943 (Date) Report to employee V.G. (Adjective rating) 3 (Numerical rating) MAY 28 1943

16—26177-1

75

UNITED STATES COAST GUARD

UNITED STATES COAST GUARD

REC'D APR 19 1943

Office
District Coast Guard Officer,
Cleveland, Ninth Naval District

Sault Ste. Marie, Michigan
(City or town)

9 April, 1943
(Date)

From: Commanding Officer, Sault Ste. Marie Section, Mich.
To: District Coast Guard Officer, Cleveland,
Ninth Naval District (Civilian Personnel Section).

Subject: Efficiency rating.

Reference: (a) DCGO, Cleveland, letter 31 March, 1943 (75).

1. Report is submitted concerning the employee named below:

COOK, Hugh, Keeper (Asst.), Middle Neebish Cut Lt. Sta., Mich.

(a) Have the services of the employee named been satisfactory during the past 12 months? Yes

(b) Using the terms Excellent, Good, Satisfactory, Indifferent, or Poor, the employee is rated as follows:

(b-1) Boatmanship (omit if no boating is required):

Good

(b-2) Mechanical ability:

Good

(b-3) Ability as leader of men (to set a good example in appearance, conduct, execution of orders, etc.):

Satisfactory

(b-4) Conduct:

Excellent

(c) Remarks (if any):

J. Trebes Commander, USCG
Commanding Officer.
J.TREBES

75

26 March, 1943.

From: District Coast Guard Officer, Cleveland,
Ninth Naval District.
To: Commander, Sault Ste. Marie Section, Mich.

Subject: COOK, Hugh; transfer to position of Keeper,
Little Rapids Cut Lt. Sta., Mich.

Reference: (a) DCGO, Cleveland, letter 9 March, 1943 (75).

Inclosure: (A) Form 2249, Personnel Notification, 17 March, 1943.

1. Inclosure (A) is forwarded for delivery to Mr. Cook. The transfer will be effective on 1 April, 1943, on which date Jason Mihlethaler will be retired. The latter's notice of retirement has not yet been received but inasmuch as he is being retired on account of age his services will terminate at the close of 31 March, 1943.

2. Report by letter when the changes are made. In accordance with office circular letter of 9 October, 1942 (75), Form 2599 is not required in Mr. Cook's case.

G. E. TIESTER
By direction.

MAR 29 1943

HMC:WJD (CIVILIAN PERSONNEL)

DEPT. STOCK FORM 2249
REV. 4-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 10

TO:

Date Prepared 17 March, 1943

Name: Cook, Hugh

From: U. S. Coast Guard

Bureau No.: 567

Change in status and post of duty - increase in range and gross (but not cash) salary

Effective: E.O.D.

	FROM 7577	TO 7578
Position	Keeper	Keeper
Grade	Range $1140-1800	Range $1320-1680
Salary	$1320 p.a. plus $180 p.a.clrs.	$1320 p.a. plus $240 p.a.clrs.
C. S. C. No.		
Bureau or Div.	U. S. Coast Guard	U. S. Coast Guard
Organizational Subdivisions		
Headquarters	Cleveland, Ohio	Cleveland, Ohio
Post of Duty	Middle Neebish Cut Lt.Sta.Mich.	Little Rapids Cut Lt.Sta., Mich.
Appropriation	Civilian Employees, C. G.	Civilian Employees, C. G.
Allotment		
	FIELD ☐ DEPRTMTL. ☐	FIELD ☐ DEPRTMTL. ☐

Remarks:

Justification:

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 7-10-1889

LEGAL RESIDENCE: Mich.

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT
VICE VACANCY	VICE

*Vacancy Eliminated

NAME: (retired)

C.S.C. NO.:

ACTION NO.:

DATE:

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

SUBJECT TO RETIREMENT ACT? Lighthouse Act 6-2-15

DATE OF OATH

Entered on Form 2806

CHARLES PIOZZI

DATE APPROVED BY THE SECRETARY: 3-17-43

SUBORDINATE ADMINISTRATIVE OFFICE

75

UNITED STATES COAST GUARD

NOMINATION

From: District Coast Guard Officer, Cleveland, Ninth Naval Dist., 9 March, 1943
(Nominating Officer) (Place) (Date)

To: Commandant, U. S. Coast Guard.

Action recommended Change in status

Name COOK, Hugh (Last name, first name, and initial) Date of birth July 10, 1889

Legal residence Michigan

	From---	To---
Position	Keeper (Asst.)	Keeper
Pay and grade	$1320 per annum (Range $1140-1500)	$1320 per annum (Range $1320-1680)
Valuation of quarters	$180 per annum	$240 per annum
Station	Middle Neebish Cut Lt. Sta., Mich.	Little Rapids Cut Lt. Sta., Mich.
Appropriation	Civilian Employees, C.G.	Civilian Employees, C.G.

Effective 1 April, 1943 ~~(the actual date of entrance on duty)~~ or (as soon thereafter as he enters on duty.

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

Vice MIHLETHALER, Jason Pay $1560 A, Plus $240 A Qtrs. Services terminated To be eff. close 31 March, 1943.

Reason Compulsory Retirement.

REMARKS: Mr. Cook has veteran (military) preference under the Civil Service Rules and Regulations.

No travel expenses nor expenses for shipment of household effects is involved in this instance.

Selection regular, _____, 19___

Manager, Civil Service District.

G. E. TESTER
By direction.

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

ac.

MAR 11 1943

HMC:WJD (CIVILIAN PERSONNEL)

75

CLEVELAND, OHIO

9 March, 1943.

From: District Coast Guard Officer, Cleveland, Ninth Naval District.
To: Hugh Cook, Asst. Keeper, Middle Neebish Cut Lt. Sta., Mich.

Via: Commander, Sault Ste. Marie Section, Mich.

Subject: Personnel Change.

1. Recommendation as follows has been submitted this date to Headquarters:

Action Recommended	Effective Date
Change in status from position Asst. Keeper, Middle Neebish Cut Lt. Sta., Mich., at $1320 per annum plus $180 per annum quarters (Range $1140-1500) to Keeper, Little Rapids Cut Lt. Sta., Mich., at $1320 per annum plus $240 per annum quarters (Range $1320-1680).	Date of Department approval.

2. The result will be communicated to you in due course.

G. E. TRESTER
By direction.

MAR 11 1943

HMC:WJD (CIVILIAN PERSONNEL)

UNITED STATES COAST GUARD
75

REC'D FEB 18 1943

UNITED STATES COAST GUARD

Office
District Coast Guard Officer,
Cleveland, Ninth Naval District

Sault Ste. Marie, Michigan.
15 February, 1943.

From: Hugh Cook, Middle Neebish Light Station, 1st Assistant Keeper.

To : DCGO, Cleveland, 9th Naval District.

Via : Commander, Sault Ste. Marie Section.

Subject: Promotion in rating.

Reference: (a) My letter 1 December, 1941 (75).

1. I wish to submit application for the position of Keeper at Little Rapids Cut Light Station, in the event a vacancy ever should occur at this station. This promotion would help me to maintain my family in the city of Sault Ste. Marie, and enable my children to attend better schools, and I would also have permanent quarters in the city. I feel my record and ability entitles me to this consideration.

Hugh Cook.

- -

1st Indorsement

75
Sault Ste. Marie CG Base.

15 February, 1943.
Sault Ste. Marie, Michigan.

1. Forwarded.

J. TREBES.

File
Send

ADDRESS REPLY TO:
DISTRICT COAST GUARD OFFICER
KEITH BUILDING
CLEVELAND, OHIO
REFER TO DATE AND FILE NO.

L-126

L-1054-75

UNITED STATES COAST GUARD

CLEVELAND, OHIO

OFFICE OF
DISTRICT COAST GUARD OFFICER
CLEVELAND
NINTH NAVAL DISTRICT

1 January, 1943.

MEMORANDUM to: Lieutenant-Commander Ernest Pointer.
From: Law Officer.

Subject: Hugh Cook, Assistant Keeper (civilian), Middle Neebish Light Station (Soo Section), Michigan.

Reference: (a) Your memorandum, 14 September, 1942, with letter from Commander, U. S. Coast Guard Section, Sault Ste. Marie, Michigan, 8 September, 1942, attached.

Inclosure: (A) Reference (a).

1. The answer to the question presented in paragraph 3 of reference (a) is found in Treasury Department Circular Letter, 18 November, 1940, which you set forth in paragraph I of your memorandum, which states "The presentation to the Department by the creditor of a judgment of a court of law will be accepted as conclusive evidence in cases of indebtedness for necessary personal and family expenses".

2. It is my opinion that it is within your discretion to take the action required by the aforementioned Treasury Department Circular Letter.

E. Edmund Binder

E. EDMUND BINDER.

UNITED STATES COAST GUARD

Sault Ste. Marie, Michigan,
November 24, 1942.

#75
RECD NOV 30 1942

Office
District Coast Guard Officer,
Cleveland, Ninth Naval District

From: Hugh Cook, Asst. Keeper, Middle Neebish Cut Lt.Sta. Mich.

To: District Coast Guard Officer, Cleveland.

Via: Commander Trebes.

Subject: Enlistment in Coast Guard Reserve.

1. I wish to inform you that I quit the Coast Guard Service in 1928, after twenty-three years of service, Reason was poor health and on advice of city physician at New London, Conn., that I should come back to a dry climate. My hospitalization records will show that I suffered from rheumatism and pleuro-pneumonia on account of foggy weather on the coast.

2. When I resigned I was chief petty officer and would not want to re-enlist at a lower rating, and would not be able to live in coastal areas on account of my health, and unless I was assured of shore duty in a dry climate.

Hugh Cook

Hugh Cook,
Barbeau, Chippewa County, Michigan.

1. Forwarded.

J Trebes
Commanding.

Form 2501
TREASURY DEPARTMENT
UNITED STATES COAST GUARD
Revised June 1939

APPLICATION FOR MEDICAL EXAMINATION
UNITED STATES COAST GUARD

Office of District Coast Guard Officer,
Cleveland, Ninth Naval District.
(Unit)

Cleveland, Ohio
(Place)
31 October, 1942

The MEDICAL OFFICER IN CHARGE,

U. S. PUBLIC HEALTH SERVICE,
Federal Building,
Sault Ste. Marie, Mich.
(Place)

SIR:

You are requested to examine the bearer, Hugh Cook
(Applicant's signature written in presence of enlisting officer)
as to his physical qualifications for Regular Enlistment
(Special temporary or regular enlistment, appointment, or promotion)
in the Coast Guard/Reserve as Boatswain's Mate, 2c. and furnish me a report on the accompanying
(Grade or rating)
forms in accordance with the requirements of standard physical examination.

The applicant was last discharged from the Coast Guard on .....

with recommendation for reenlistment.

Ernest Pointer
Lieutenant, *U. S. C. G., Enlisting Officer.*

16—9476 U.S. GOVERNMENT PRINTING OFFICE

It is requested that three (3) copies of report of physical examination, Form 2525B, be mailed promptly to District Coast Guard Officer, Cleveland, Ninth Naval District, Cleveland, Ohio.

75

U. S. COAST GUARD
CLEVELAND, OHIO

Office of District Coast Guard Officer,
Cleveland, Ninth Naval District.

31 October, 1942.

From: District Coast Guard Officer, Cleveland,
Ninth Naval District.

To: **Hugh Cook, Asst. Keeper, Middle Neebish Cut Lt. Sta., Mich.**

Via: **Commander, Sault Ste. Marie Section, Mich.**

Subject: Enlistment in Coast Guard Reserve.

Inclosures: (A)Form 2501, Application for Medical Examination.
(B)Form 2525B, Physical Examination Record, in quadruplicate.

1. Consideration is being given certain lighthouse keepers and assistant keepers below the age of 55, whose records are good and who are physically and otherwise qualified, for enlistment in the Coast Guard Reserve for active duty during the war emergency, subject to Headquarters' action in each case. The rates of pay for military rank corresponding to civilian positions at light stations are generally higher, and in addition an allowance is provided for uniforms, as well as the option of pay for annual leave accrued at the date of enlistment. No assurance can be given as to continuance of this status after the War but the law guarantees restoration to the same or equivalent civil employment upon discharge from active military duty.

2. The above is not connected with induction in the Regular Establishment in accordance with the Act of August 5, 1939, under which Headquarters has stated no further enlistments will be made.

3. If you desire to make application for enlistment in the Coast Guard Reserve, with rating as shown on Inclosures (A) and (B), present the forms at the earliest practicable date to the medical officer indicated in Inclosure (A) for examination and return of three (3) copies of Form 2525B to this office. If you do not desire to be considered, return both inclosures without action to this office with statement to that effect.

4. No expense of travel for the purpose of physical examination or enlistment will be paid by the Government. The examinations shall be arranged so that a sufficient number of qualified personnel will be on duty at all times. The District Office should be advised in advance if substitute is required and approximate date.

Ernest Pointer
Personnel Officer
By direction

NOV - 4 1942

HMC:WJD (CIVILIAN PERSONNEL SECTION)

14 September, 1942

Memorandum to Law Officer:

Subject: Hugh Cook, Assistant Keeper (civilian), Middle Neebish Light Station (Soo Section), Michigan.

Inclosure: (A) Soo Section's letter 8 September, 1942 (75).

1. The policy regarding payment of debts by civilian employees is quoted from Treasury Department Circular letter (All Units) of 18 November, 1940:

> "Employees who without specific and sufficient cause, persistently refuse or habitually neglect to pay necessary personal and family expenses, incurred while in the employ of this Department, will be dismissed from the Service. The presentation to the Department by the creditor of a judgment of a court of law will be accepted as conclusive evidence in cases of indebtedness for necessary personal and family expenses."

2. Cook was an enlisted man in the Coast Guard for 17 years before entering the Lighthouse Service in 1929. His record is good, and the instance referred to in Inclosure (A) is the only complaint that has been received for non-payment of any indebtedness. The Sault Service Bureau wrote to this office on 9 January, 1942, stating that the account of the Chippewa County War Memorial Hospital with Hugh Cook in the amount of $53.00 had been placed with them for collection. Mr. Cook was asked for a statement in the matter, and replied as follows:

> "Reference to your letter 24 January regarding a letter you received from the Sault Service Bureau, Zellar Block, 400 Ashman St., Sault Ste. Marie, Mich., Collectors for the Chippewa Co. War Memorial Hospital, for $53.00.
>
> "That account was settled with the bookkeeper of the hospital three years ago. A hospital account seven years ago, which I had notified the collector a month ago.
>
> "The collector threatened to take the matter to court. I would suggest that they do that, we have Justice Court here which is to decide such differences by taking legal action. Rather than to take such claims to you."

This office advised the Sault Service Bureau that it was contrary to policy to decide the merits of disputed claims and suggested that recourse be had through the civil court. The Sault Service Bureau stated under date of 7 July, 1942, that judgment had been obtained against Mr. Cook, in the amount of $74.45, and requested that this office cooperate in influencing him to make payment. He was requested to state what action he proposed to take, and when, to make settlement. His reply did not accompany inclosure (A), but the status of the case is covered at

length in the letter from the Commander of the Soo Section.

3. Your opinion is requested whether the judgment definitely establishes Mr. Cook's obligation which this office must insist be paid if he is to remain in the Service, assuming that he is taking advantage of immunity from garnisheement of his Government salary. It is understood that Mr. Cook is a property owner. Could collection of the judgment not be made by other methods so as not to jeopardize his position in the Coast Guard?

Ernest Pointer
Personnel Officer

ADDRESS REPLY TO:
DISTRICT COAST GUARD OFFICER
NINTH NAVAL DISTRICT
KEITH BUILDING
CLEVELAND, OHIO, AND REFER TO FILE No. 75

UNITED STATES COAST GUARD

~~OFFICE OF~~
~~DISTRICT COAST GUARD OFFICER~~
~~NINTH NAVAL DISTRICT~~

Sault Ste. Marie, Michigan
8 September, 1942

From: Commander, Sault Ste. Marie C.G. Section.
To: District Coast Guard Officer, Cleveland, Ninth Naval District.

Subject: HUGH COOK, Keeper (Assistant) Middle Neebish Cut Light Station, Michigan; indebtedness War Memorial Hospital.

Reference:
(a) DCGO.,Clev.9th NavDist/L Hugh Cook, 3 September 1942.
(b) DCGO.,Clev.9th NavDist/L 24 January, 1942.
(c) Hugh Cook letter 4 February, 1942 (75).
(d) DCGO.,Clev.9th NavDist/L 11 July, 1942 (75).
(e) ComSooSect./L 24 July, 1942.
(f) Hugh Cook letter 1 August, 1942.

Inclosure: (A) Reference (f).

1. Upon receipt of statement of subject man (reference f) this office made further investigation for the subject indebtedness as the result of which it appears that subject's statement is in part correct.

2. The Sault Service Bureau, a local credit agency caused judgment to be entered in the local municipal court against subject man in the amount of $71.00 plus court costs of $3.45. The judgment was in favor of the War Memorial Hospital, and was entered 12 May, 1942.

3. The rather sketchy records of the court indicate that subject man was present and testified in his own behalf. They also indicate the one Oswald Mac Innis, clerk in the employee of the War Memorial Hospital, testified in substance as follows: That when Hugh Cook, minor son of subject man, was admitted to the hospital on 3 January, 1935, it was understood that W. J. Allaire, whose car had injured the boy, would pay one half of the hospital bill and a notation to that effect was entered in the hospital records. That the total bill for Hugh Cook Jr.'s hospitalization was $107.00 of which subjedt man paid $54.00. The remaining $53.00 which it was understood Allaire would pay has not been paid.

Sault Ste. Marie, Michigan
8 September, 1942

4. The municipal court entered judgment against subject man for the unpaid $53.00 and for another bill of $18.00 which subject man admits owing. These amounts together constitute $71.00 judgment. Subject man is willing to pay the $18.00 bill, but the hospital will not accept payment except as on account.

5. The local attorney who represented the hospital takes the position as he did at the trial, that the agreement of W. J. Allaire was oral and without consideration as to the hospital and could not be enforced by the hospital. That the hospital was privileged to look to the subject man for payment of the full bill as he was primarily responsible.

6. The trial judge is presently serving in the United States Navy, and it has been impossible to interview him. However, his secretary who recently talked with the judge by telephone states that the judge redollects that on the evidence he felt that Allaire owed one half the hospital bill to subject man, and subjedt man in turn owed the hospital the full balance of the bill. Delay in response to reference (d) has been caused by the investigation conducted by this office, particularly efforts to obtain information from the trial judge to supplement the unusually sketchy court record.

7. Subject man has a good local credit standing except for this matter. He feels that he was obligated to pay only one half the bill. His understanding is confirmed by the testimony of Oswald MacInnis (Par. No.3). Subject man did not have the benifit of counsel, and it appears that the trial court readily accepted the theory of counsel representing the hospital.

J. TREBES.

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared 1 October, 1942

Name: Cook, Hugh

From: U. S. Coast Guard

Bureau No.: 584

Promotion

Effective: 1 October, 1942

	FROM	TO
Position		Keeper
Grade	Field (Range $1140-1500)	Field (Range $1140-1500)
Salary	$1260 p.a. plus $180 p.a. Gtrs.	$1320 p.a. plus $180 p.a. Gtrs.
Bureau or Div. Organizational Subdivisions		
Headquarters Post of Duty		Cleveland, Ohio
Appropriation		Middle Neebish Cut Lt. Sta., Mich.
Allotment		Civilian Employees, C. G.

FIELD ☒ DEPRTMTL ☐ FIELD ☐ DEPRTMTL ☐

Remarks:

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

Justification:

Mr. Cook was last promoted January 16, 1941 in the amount of $60. His service and conduct are satisfactory. The position occupied by this employee is not temporary. His current efficiency rating is Good.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 7-10-89

LEGAL RESIDENCE: Michigan

SEX:

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

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

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

DATE OF OATH

Entered on Form 2806

10-9-42 White copy mailed to above via Commander, Soo Section.

WJD
CHARLES PIOZET

SUBORDINATE ADMINISTRATIVE OFFICE

DATE APPROVED BY THE SECRETARY: 10-1-42 ✓

10-14-42 B

75

Cleveland, Ohio

25 September, 1942

From: District Coast Guard Officer, Cleveland,
Ninth Naval District.
To: Hugh Cook, Keeper (Asst.), Middle Neebish Cut
Light Station, Mich.

Via: Commander, Sault Ste. Marie Section, Mich.,
Ninth Naval District.

Subject: Salary.

Reference: (a) Your letter 21 September, 1942 (75).

1. In reply to reference (a), the present system covering within range promotions for civilian keepers is an administrative matter, and is not governed by the periodic within-grade promotion law (Pub. 200) approved August 1, 1941. The making of increases periodically is not mandatory and is contingent on the availability of funds for that purpose. Increases are made on the basis of the combination of efficiency and of satisfactory service since the last promotion. Employees are considered for promotion each quarter following the expiration of 18 months of service from the quarter in which last promoted.

2. In this connection, the records show that you received a promotion in salary effective 16 January, 1941 (not January 1st, 1941 as stated in reference (a)), and that you are scheduled to receive a promotion in salary of $60 per annum on 1 October, 1942.

3. This office has not yet been informed of any legislation covering other increases. It can not, therefore, be stated at this time whether you are entitled to any back pay as claimed in reference (a).

Ernest Pointer
Personnel Officer
By direction

SEP 26 1942

A.C.

HMC:WJD

UNITED STATES COAST GUARD

NAVY DEPARTMENT
U. S. Coast Guard

REC'D SEP 24 1942

Serial No. 75.

Office
District Coast Guard Officer,

Barbeau, Michigan,
21 September, 1942.

From Assistant Keeper Hugh Cook,
Middle Neebish Cut Light Station.

To Senior Coast Guard Officer,
Cleveland Ninth Naval District.

Subject H. R. 960 and H. R. 6217.

1. H. R. 960, to take effect October 1st, 1940, provided for an increase in compensation of the sum of five ($5.00) dollars every eighteenth month. This is to advise you that on January 1st, 1941, I received the sum of five dollars in addition to my usual monthly salary, but that I did not receive the second such payment when it was due in July, 1942.

2. It is my understanding that H.R. 6217 will provide for additional payments or increases to meet the increased cost of living expenses, but that I have never received any such increase in compensation.

3. I am informed and believe that others occupying the same position I do have been paid the increases regularly ever since these laws went into effect, and I would appreciate it if you would let me know why I have not received my increased salary and whether I may expect payment of the amount in arrears and payment of them in the future.

Respectfully submitted,

Hugh Cook.

1st Indorsement
SAULT STE. MARIE SECTION
Sault Ste. Marie, Michigan

1. Forwarded.

Commanding.

Pro. from $1200 pa. to $1250 pa. eff. Jan. 16, 1941
Scheduled for $60 pa. increase in salary from Oct. 1, 19[illegible]

14 September, 1942

Memorandum to Law Officer:

Subject: Hugh Cook, Assistant Keeper (civilian), Middle Neebish Light Station (Soo Section), Michigan.

Inclosure: (A) Soo Section's letter 8 September, 1942 (75).

1. The policy regarding payment of debts by civilian employees is quoted from Treasury Department Circular letter (All Units) of 18 November, 1940:

> "Employees who without specific and sufficient cause, persistently refuse or habitually neglect to pay necessary personal and family expenses, incurred while in the employ of this Department, will be dismissed from the Service. The presentation to the Department by the creditor of a judgment of a court of law will be accepted as conclusive evidence in cases of indebtedness for necessary personal and family expenses."

2. Cook was an enlisted man in the Coast Guard for 17 years before entering the Lighthouse Service in 1929. His record is good, and the instance referred to in Inclosure (A) is the only complaint that has been received for non-payment of any indebtedness. The Sault Service Bureau wrote to this office on 9 January, 1942, stating that the account of the Chippewa County War Memorial Hospital with Hugh Cook in the amount of $53.00 had been placed with them for collection. Mr. Cook was asked for a statement in the matter, and replied as follows:

> "Reference to your letter 24 January regarding a letter you received from the Sault Service Bureau, Zellar Block, 400 Ashman St., Sault Ste. Marie, Mich., Collectors for the Chippewa Co. War Memorial Hospital, for $53.00.
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> "That account was settled with the bookkeeper of the hospital three years ago. A hospital account seven years ago, which I had notified the collector a month ago.
>
> "The collector threatened to take the matter to court. I would suggest that they do that, we have Justice Court here which is to decide such differences by taking legal action. Rather than to take such claims to you."

This office advised the Sault Service Bureau that it was contrary to policy to decide the merits of disputed claims and suggested that recourse be had through the civil court. The Sault Service Bureau stated under date of 7 July, 1942, that judgment had been obtained against Mr. Cook, in the amount of $74.45, and requested that this office cooperate in influencing him to make payment. He was requested to state what action he proposed to take, and when, to make settlement. His reply did not accompany inclosure (A), but the status of the case is covered at

Hugh's Cook

length in the letter from the Commander of the Soo Section.

3. Your opinion is requested whether the judgment definitely establishes Mr. Cook's obligation which this office must insist be paid if he is to remain in the Service, assuming that he is taking advantage of immunity from garnisheement of his Government salary. It is understood that Mr. Cook is a property owner. Could collection of the judgment not be made by other methods so as not to jeopardize his position in the Coast Guard.

Ernest Pointer
Personnel Officer

ae

SEP 17 1942

HMC:WJD

Sault Ste. Marie, Michigan
8 September, 1942

xxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxx

From: Commander, Sault Ste. Marie C.G. Section.
To: District Coast Guard Officer, Cleveland, Ninth Naval District.

Subject: HUGH COOK, Keeper (Assistant) Middle Neebish Cut Light Station, Michigan; indebtedness War Memorial Hospital.

Reference:
(a) DCGO.,Clev.9th NavDist/L Hugh Cook, 3 September 1942.
(b) DCGO.,Clev.9th NavDist/L 24 January, 1942.
(c) Hugh Cook letter 4 February, 1942 (75).
(d) DCGO.,Clev.9th NavDist/L 11 July, 1942 (75).
(e) ComSooSect./L 24 July, 1942.
(f) Hugh Cook letter 1 August, 1942.

Inclosure: (A) Reference (f).

1. Upon receipt of statement of subject man (reference f) this office made further investigation for the subject indebtedness as the result of which it appears that subject's statement is in part correct.

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3. The rather sketchy records of the court indicate that subject man was present and testified in his own behalf. They also indicate the one Oswald Mac Innis, clerk in the employee of the War Memorial Hospital, testified in substance as follows: That when Hugh Cook, minor son of subject man, was admitted to the hospital on 3 Januarry, 1935, it was understood that W. J. Allaire, whose car had injured the boy, would pay one half of the hospital bill and a notation to that effect was entered in the hospital records. That the total bill for Hugh Cook Jr.'s hospitalization was $107.00 of which subject man paid $54.00. The remaining $53.00 which it was understood Allaire would pay has not been paid.

Sault Ste. Marie, Michigan
8 September, 1942

4. The municipal court entered judgment against subject man for the unpaid $53.00 and for another bill of $18.00 which subject man admits owing. These amounts together constitute $71.00 judgment. Subject man is willing to pay the $18.00 bill, but the hospital will not accept payment except as on account.

5. The local attorney who represented the hospital takes the position as he did at the trial, that the agreement of W. J. Allaire was oral and withour consideration as to the hospital and could not be enforced by the hospital. That the hospital was privileged to look to the subject man for payment of the full bill as he was primarily responsible.

6. The trial judge is presently serving in the United States Navy, and it has been impossible to interview him. However, his secretary who recently talked with the judge by telephone states that the judge redollects that on the evidence he felt that Allaire owed one half the hospital bill to subject man, and subjedt man in turn owed the hospital the full balance of the bill. Delay in response to reference (d) has been caused by the investigation conducted by this office, particularly efforts to obtain information from the trial judge to supplement the unusually sketchy court record.

7. Subject man has a good local credit standing except for this matter. He feels that he was obligated to pay only one half the bill. His understanding is confirmed by the testimony of Oswald MacInnis (Par. No.3). Subject man did not have the benifit of counsel, and it appears that the trial court readily accepted the theory of counsel representing the hospital.

J. TREBES.

75

Cleveland, Ohio

3 September, 1942

From: District Coast Guard Officer, Cleveland,
Ninth Naval District.
To: Hugh Cook, Keeper (Assistant), Middle Neebish Cut
Lt. Sta., Mich.
Via: Commander, Sault Ste. Marie Section, Mich.,
Ninth Naval District.

Subject: Indebtedness.

Reference: (a) Cleveland Office letter 24 January, 1942 (75).
(b) Your letter 4 February, 1942 (75)
(c) DCGO, Cleveland, letter 11 July, 1942 (75).

1. In reference (c) you were requested to submit detailed statement with respect to your indebtedness to the War Memorial Hospital. Your reply has not been received and it is requested it be expedited.

Ernest Pointer
Personnel Officer
By direction

A. C.

SEP 3 1942

HMC:WJD

PERSONNEL

(75)

NAVY

SAULT STE. MARIE SECTION

Sault Ste. Marie, Michigan,
24 July, 1942.

From: Commander, Sault Ste. Marie Section.

To : Hugh Cook, Asst. Keeper, Middle Neebish Light Station.

Subject: Indebtedness, War Memorial Hospital.

Reference: (a) Your letter 23 July, 1942.
(b) DCGO letter 11 July, 1942 (75).

1. The Sault Service Bureau was contacted this date, and this office finds that when your son Hugh was admitted to local hospital, you signed a paper which legally binds you to pay the hospital bill of $107, as the agreement between Mr. Allaire and yourself was verbal, he cannot be held responsible to pay half the bill, namely $53, which is the amount of the unpaid balance of this account. If Mr. Allaire had signed a statement, saying that he would pay for half of the total bill, you or the hospital would have no trouble collecting, but as the agreement was verbal, you are the person who will have to pay the bill. In 1939, we find that your son Arthur, was given professional services in the amount of $31.00, of which you have paid $13, leaving an unpaid balance of $18 on this account. This office called the Justice Court office, and they say the judgment was in favor of the Sault Service Bureau for the amount of $71,00 plus $3.45 court costs, of which you are expected to pay as soon as possible. The amount of the judgement $71.00 is the total unpaid balance of the two bills, namely, $18 and $53, plus $3.45 for the cost of the hearing.

2. It is requested that you take immediate steps to clear up this matter and pay the debt. The Sault Service Bureau stated that arrangements could probably be made for you to pay this bill in monthly payments of a reasonable amount.

J. TREBES.

Filed 9/16/42 B

Copy for Cleveland —
Yes, open W.
W. Go the letter 11 July — file 425

Dist.xxx

75

CLEVELAND, OHIO

11 July, 1942

District

From: District Coast Guard Officer, Cleveland,
Ninth Naval District.
To: Hugh Cook, Keeper (Assistant), Middle Neebish Cut
Lt. Sta., Mich.
Via: Commander, Sault Ste. Marie Section, Mich.,
Ninth Naval District.

Subject: Indebtedness, War Memorial Hospital.

Reference: (a) Cleveland Office letter 24 January, 1942 (75).
(b) Your letter 4February, 1942 (75).

1. This office is in receipt of letter from Sault Service Bureau, Sault Ste. Marie, Michigan, dated 7 July, 1942, that subject claim has been reduced to judgment and that you have been given an opportunity to make a satisfactory settlement of this claim and have been properly notified.

2. In reference (b) you denied the indebtedness. In view of the information from Sault Service Bureau that the matter has been reduced to judgment, detailed statement is requested with reference to this case and what action you propose to take, and when, to make settlement.

Ernest Pointer
Personnel Officer
By direction

HMC:WJD

COLLECTIONS TELEPHONE 1625

SAULT SERVICE BUREAU

Zellar Block -o- 400 Ashmun St.

SAULT STE. MARIE, MICHIGAN

D. W. PROHAZKA, Manager

UNITED STATES COAST GUARD

REC'D JUL 10 1942

Office
District Coast Guard Officer,
Cleveland, Ninth Naval District

July 7, 1942

Senior Coast Guard Officer
9th Naval District
Cleveland, Ohio

Gentlemen:

Re: War Memorial Hospital
Vs: Hugh Cook - $74.45 In reply to your file number 75

As indicated by your letter to us on March 2, 1942 we have followed the suggestions therein and the matter refered to above has been reduced to judgement.

Mr. Hugh Cook has been given an opportunity to make a satisfactory settlement of this claim and has been properly notified.

It is the belief of this office that it is unfair to the personel of the Coast Guard who are locally stationed that this man be given the priviledge of letting this unpaid account go. A matter of this kind is certain to cast an unfavorable reflection upon the credit standing of other men of the service and thereby causing undue hardships on innocent members of the service whose credit ordinarily would be in good standing.

Further cooperation from your office with regard to this matter will be greatly appreciated.

Yours truly,

SAULT SERVICE BUREAU

E. Shuman

EES:LS Supervisor

Dist.--

75

District

Cleveland, Ohio.
12 May, 1942.

From: District Coast Guard Officer, Cleveland, Ninth Naval District.
To: Commanding Officer, Sault Ste. Marie Section.

Subject: Hugh Cook, Assistant Keeper, Middle Neebish Cut Light Station; status.

Reference: (a) Sault Ste. Marie Section's letter 7 May, 1942, (75).

1. Replying to reference (a), the record shows that subject employee was appointed to his present station on 9 September, 1929, at the base pay of $1140 per annum and quarters valued at $180 per annum ($20 per month during open season of navigation, 9 months). He was promoted to $1200 per annum on 1 January, 1931, and to $1260 per annum on 16 January, 1941. In all probability he will receive another increase of $60 per annum on or about 1 October, 1942, if the present policy of administrative increases, within the pay grade at the beginning of the quarter following 18 months from date of last promotion is continued, and his efficiency rating justifies such action.

2. The position of principal keeper of Middle Neebish Cut Light Station became vacant in 1930 and again in 1933. On both occasions the vacancy was filled by transfer of an employee with much longer service than Mr. Cook in the Lighthouse Service. Although the latter had about 20 years service in the Coast Guard previous to entering the Lighthouse Service, it was not the practice in determining seniority to take into account other Government service. Both he and Thomas P. Brander, BM 1c, have made application for transfer to Little Rapids Cut Light Station when a vacancy occurs. Inasmuch as Cook declined enlistment in connection with induction into the Coast Guard, it is doubtful whether he should be advanced to a keepership where he would have authority over enlisted personnel. If when the keeper of Little Rapids Cut retires, changes of personnel can be recommended which do not involve the situation mentioned above, and are agreeable to the personnel concerned, this office would have no objections to Mr. Cook's advancement either at his present station or by transfer.

ERNEST POINTER,
Personnel Officer.
By direction.

HMC:B

Cook is due for
periodic increase
of £60 p.a. on 1 Oct 1942.
He has application in
for transfer to Keeper
of Little Rapids Cut
which will probably be
vacant after the end of
this season. Brander (BM 1c)
the Keeper of Middle Neebish
also wants Little Rapids
Cut in which case Cook
might be promoted to Keeper
at Middle Neebish.

Hurd.

75

RECEIVED MAY 8 1942
OFFICE
CLEVELAND DISTRICT
U. S. COAST GUARD

NAVY
~~TREASURY~~ DEPARTMENT

UNITED STATES COAST GUARD
Sault Ste. Marie, Michigan
7 May, 1942.

ROUTING
For Action

.....Sr. C. G. Officer ....
.....Chief of Staff .....
.....Asst. Ch. Staff .....
.....Hydro. .....
V.....Personnel .....
.....Mil. Law .....
.....Welfare .....
.....Education .....
.....Resv. & Aux. .....
.....Mar. Serv. .....
.....Medical .....
.....Capt. of Port .....
.....Mar. Law .....
.....Intell. .....
.....Engineer .....
.....Asst. Engineer .....
.....Civil .....
.....Radio & Tel. .....
.....Mech. .....
.....Marine .....
.....Commun. .....
.....Gunnery .....
.....Pub. Relations .....
.....Pay & Supply .....
V.....Admin. Asst. .....
.....Chief Yeo. .....
.....File .....
.....
.....

From: Commander, Sault Ste. Marie Coast Guard Section, Ninth Naval District.

To: District Coast Guard Officer, Cleveland, Ninth Naval District.

Subject: COOK, Hugh, Assistant Light Keeper, Middle Neebish Cut Light Station.

1. It appears that Assistant Lighthouse Keeper Hugh Cook has been stationed at Middle Neebish Cut Light Station for twelve years. While he does his work efficiently and intelligently it is difficult for his associates to work in harmony with him. His state of mind appears solely to be due to his never having been promoted. His constant brooding over this lack of promotion is destroying his morale and will undoubtedly result in an adverse psychopathic condition. Information is requested as to why he cannot be promoted.

J. TREBES.

DO NOT FOLD

Treasury Department

APPLICATION FOR EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS

Office SAULT STE. MARIE COAST GUARD SECTION Location Middle Neebish Cut Light Station

22 April, 19 42

I have the honor to request an extension of leave of absence on account of sickness for 12 *days. I hereby certify that I was sick from* April 7 *to* 21 April incl., *19*42*; that I was unable to attend to my official duties during said period; and that I was* ____ *attended by a physician. Nature of illness* Lumbago.

(If no physician was employed, state reason on above line.)

LEAVE TAKEN PRIOR TO THIS APPLICATION	DAYS
Annual	30
Sick	None
Without Pay	
Military	
Accrued sick leave	84

AB
Time Clerk.

Approved for ____ days, extension of leave on account of sickness.

Head of Service.

Subscribed and sworn to before me this 22nd *day of* April, *19*42

Dorothy Jensen
Notary Public.

Chippewa County
My commission expires 7-17-44.

Hugh Cook
Applicant.

Asst. Keeper, Middle Neebish Lt
(Designation.)

RECOMMENDED: R.E. Mortimer Lt. (j.g.) R
R.E. MORTIMER
Immediate Superior.

APPROVED: Ernest Pointer By directi
ERNEST POINTER
Asst. Personnel Officer
By direction.

I, a duly qualified practitioner of medicine, certify that Hugh Cook *was under my professional care from* April 7 42 *to* April 22, *1942 and was unable during said period to perform* any *official duties.*

April 22, 1942

G.R. Conrad MD
Attending Physician.

45 to Superior.

2—6869

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

REPORT OF EFFICIENCY RATING

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

1140-1500

Classification Symbols		
(Service)	(Grade)	(Class)

As of March 31, 1942 based on performance during period from April 1, 1941 to March 31, 1942

Hugh Cook (Name of employee) — Keeper (A) (Title of position) — (Bureau)

(Division) — (Section) — Middle Neebish Cut Lt. Sta., Mich. (Subsection or unit) (Field office)

ON LINES BELOW MARK EMPLOYEE		CHECK ONE:
V if adequate — if weak + if outstanding	1. Underline the elements which are especially important in the position. 2. Rate only on elements pertinent to the position. a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in *italics* or not. 3. Before rating, become thoroughly familiar with instructions in the rating manual.	Administrative, supervisory, or planning ☐ All others ✓

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

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

STATE ANY OTHER ELEMENTS CONSIDERED

(A) ____
(B) ____
(C) ____

STANDARD
Deviations must be explained on reverse side of this form

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

	Adjective rating	*Numerical rating*
Rating official	Good	4
Reviewing official	G	5

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

Rated by F. B. Dieon (Signature of rating official) — Commander (Title) — 1 Apr. 1942 (Date)

Reviewed by M. E. Gausewell Coast Guard (Signature of reviewing official) — District Coast Guard Officer (Title) — MAY 1 - 1942 (Date)

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

16—26177-1

Form No. 2599
TREASURY DEPARTMENT
U. S. Coast Guard
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

COOK	Hugh	--	Civilian	Ass't Lt. Keeper.
(Surname)	(First name)	(Middle initial)	(Service No.)	(Rank or rating)

ST. MARY'S RIVER PATROL	Sault Ste. Marie, Michigan.	18 March, 1942.
(Unit)	(Place)	(Date)

0800, 18 March, 1942. Departed this unit for resumption of regular station and duty at Middle Neebis Light Station.
No leave granted en route.

noted
B

AUTHORITY:
ComSooSec. Verbal orders.

J. TREBES, (Commanding)
Commander.
(Title)

Clev.

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	STATISTICS	CORRESPONDENCE	RECORDS

U. S. GOVERNMENT PRINTING OFFICE

75

CLEVELAND, OHIO

2 March, 1942

Sault Service Bureau
Zellar Block
400 Ashmun Street
Sault Ste. Marie, Mich.

Sirs:

Replying further to your letter dated 9 January, 1942, relative to the account of the Chippewa County War Memorial Hospital vs. Hugh Cook, Mr. Cook denies that he is indebted, as alleged. It is contrary to the policy of this office to decide the merits of disputed claims, and it is suggested that if further action is desired recourse may be had through the civil court.

By direction of Senior Coast Guard Officer, Cleveland, Ninth Naval District.

Very truly yours,

M. W. Rasmussen
Commander, U. S. Coast Guard
Personnel Officer, Cleveland

Copy to:
Ninth Naval District, Great Lakes, Ill.

HMC:WJD

(Ref:- SC 20 letter 24 Jan. 1942 (75) to Hugh Cook via Com. Sec Lock.)

75 REC'D FEB 11 1942
OFFICE
COMDR. CLEVELAND DISTRICT
U. S. COAST GUARD

1941 MANEUVERS
NATIONAL DEFENDERS OF U.S.A.

SOMEWHERE ON MANEUVERS

February 4 1942
600 E. Spruce St.
Sault Ste. Marie Mich.,

To:- Senior Coast Guard Officer, Cleveland, Ohio.
Ninth Naval District.

From:- Hugh Cook assistant Keeper Middle Neebish Cut Light Station., Michigan.

Via:- Commander Sault Ste., Marie Section U.S.C.G. Michigan.

1. Reference to your letter 24 January regarding a letter you Received from the Sault Service Bureau; Ballar Block, 400 Ashmun St. Sault Ste, Marie Mich.. Collectors for the Chippewa Co., War Memorial Hospital. In the sum of $3.00
2. That account was Settled with the Book Keeper of the Hospital three years ago. a Hospital account Seven years ago, which I had notified the collector a month ago.
3. The Collector threatened to take the matter to Court I would suggest that they do that, We have Justice Court here which is to decide Such differences by Takeing legal action. Rather than to take Such claimes to you.

Hugh Cook

CLEVELAND, OHIO.
3 February, 1942.

From: Senior Coast Guard Officer, Cleveland, Ninth Naval District.
To: Commanding Officer, Sault Ste. Marie Section.

Subject: Hugh Cook, 1st Assistant Keeper, Middle Neebish Cut Light Station; annual leave.

Reference: (a) Form 2217 dated 30 January, 1942.

Inclosure: (A) Reference (a).

1. The records show that subject employee had 36 days annual leave to his credit in December, 1941, 30 days of which was applied for and approved covering the period from 2 January to 9 February inclusive, 1942, at the expiration of which he was to report to the Commanding Officer of the Sault Ste. Marie Section for any winter work that might be assigned. Inclosure (A) is returned without action as it is not contemplated that advance leave chargeable to the current calendar year shall be taken unless for special reasons. Application may be resubmitted with explanation if desired.

M. W. RASMUSSEN,
Personnel Officer.
By direction.

HMC:B

75

CLEVELAND, OHIO

24 January, 1942

Sault Service Bureau
Zellar Block
400 Ashmun Street
Sault Ste. Marie, Mich.

Sirs:

Receipt is acknowledged of your letter dated 9 January, 1942, relative to the account of the Chippewa County War Memorial Hospital vs. Hugh Cook.

This matter has been referred to Mr. Cook for report. Upon receipt of his reply you will be further advised.

By direction of Senior Coast Guard Officer, Cleveland, Ninth Naval District.

Very truly yours,

M. W. Rasmussen
Commander, U. S. Coast Guard
Personnel Officer, Cleveland

HMC:WJD

COLLECTIONS TELEPHONE 1625

SAULT SERVICE BUREAU

Zellar Block - 400 Ashmun St.
SAULT STE. MARIE, MICHIGAN

D. W. PROHAZKA, Manager

REC'D JAN 12 1942
OFFICE
COMDR. CLEVELAND DISTRICT
U. S. COAST GUARD

January 9, 1942

Tabcyo

Senior Coast Guard Office
Cleveland Ninth Naval District
United States Coast Guard
Cleveland, Ohio

Gentlemen:

Re: Chippewa County War Memorial Hospital
Vs: Hugh Cook - $53.00

The above account has been placed with us for collection. We understand that this person is in your employ. Will you please let us know if this should be incorrect.

Because you are vitally interested in the welfare of your employees, we feel it a part of our duty to call your attention to the fact that we have endeavored to make an adjustment of this claim and have met with no success.

It is our belief that it would not be out of place to suggest that you either direct his attention to the fact that he is expected to meet his obligations, or that you request him to call at our office, where a satisfactory schedule of payments can be arranged commensurate with his earnings.

Your effort to clear your employee's credit record will be appreciated.

Yours truly,

SAULT SERVICE BUREAU

A C Bates

ACB:LS

Supervisor

CLEVELAND, OHIO

24 January, 1942

From: Senior Coast Guard Officer, Cleveland, Ninth Naval District.
To: Hugh Cook, Keeper (Assistant), Middle Neebish Cut Light Station, Mich.
Via: Commander, Sault Ste. Marie Section, Mich.
Subject: Indebtedness.

1. This office is in receipt of a letter dated 9 January, 1942, from the Sault Service Bureau, Zellar Block, 400 Ashmun St., Sault Ste. Marie, Mich., advising that the account of the Chippewa County War Memorial Hospital vs. Hugh Cook, $53.00, has been placed with them for collection.

2. Submit prompt report to this office whether or not the above mentioned claim is a just one. If so, you are directed to contact the Sault Service Bureau and make satisfactory arrangements to liquidate the debt and advise this office in your reply to this letter that such arrangements have been made.

M. W. Rasmussen
Personnel Officer
By direction

HMC:WJD

Form No. 2599
TREASURY DEPARTMENT
U. S. Coast Guard
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

COOK	Hugh	--	--	Asst. Keeper
(Surname)	(First name)	(Middle initial)	(Service No.)	(Rank or rating)

ST. MARY'S RIVER PATROL	Sault Ste. Marie, Michigan	2 January , 1942
(Unit)	(Place)	(Date)

✓

0800, 2 January, 1942. Departed on authorized leave.

B

AUTHORITY:
Form 2217, approved by Cleveland.

J. Trebes
J. TREBES. Commander, USCG.
(Commanding)

Commander, Sault Ste. Marie Section
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	Statistics	Correspondence	Records

U. S. GOVERNMENT PRINTING OFFICE

Form No. 2599
TREASURY DEPARTMENT
U. S. Coast Guard
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

COOK	Hugh	--	Civilian	Assistant Lt. Keeper
(Surname)	(First name)	(Middle initial)	(Service No.)	(Rank or rating)

ST. MARY'S RIVER PATROL.	Sault Ste. Marie, Michigan	16 December, 1941.
(Unit)	(Place)	(Date)

12/19/41 ✓

0800, 16 December, 1941. Reported at this unit for duty, Middle Neebish Light Station, his regular unit, having closed at end of navigation season.

3630/6

AUTHORITY:

J. TRIBES, (Commanding)

Commander.
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	Statistics	Correspondence	Records

U. S. GOVERNMENT PRINTING OFFICE 0 10935

10 December, 1941.

From: Senior Coast Guard Officer, Cleveland,
Ninth Naval District.
To: Commanding Officer, Sault Ste. Marie Section.

Subject: Hugh Cook, Assistant Keeper, Middle Neebish Cut Light Station; application for transfer.

Reference: (a) Sault Ste. Marie Section's indorsement on subject employee's letter 1 December, 1941.

1. Receipt of reference (a) is acknowledged and will receive due consideration at the proper time.

M. W. RASMUSSEN,
Personnel Officer.
By direction.

HMC:B

75

NAVY
~~TREASURY~~ DEPARTMENT

UNITED STATES COAST GUARD

Oak Ridge Park, Michigan

1 December, 1941.

DEC 9 - 1941
OFFICE
COMDR. CLEVELAND DISTRICT
U. S. COAST GUARD

Done 12/10/41

From: Assistant Keeper Hugh Cook, Middle Neebish Cut Light Station.
To: Senior Coast Guard Officer, Cleveland, Ninth Naval District.

Via: Commander, Sault Ste. Marie Coast Guard Section.

Subject: Transfer to Little Rapids Cut Light Station, request for.

1. Should there be an opening for keeper at the Little Rapids Cut Light Station, I respectfully submit my application for the appointment there. I understand the duties there as I was first appointed to that station twelve years ago. I opened it in the Spring, lighting the lights, painting the range lights and dwelling and making the lawn and planting shrubbery for the first thirty days, while the keeper was under a doctor's care.

2. This appointment would be a promotion for me and would help me to maintain my family and keep my children in school in the city of Sault Ste. Marie and I would receive the benefit of quarters, heat, light, etc., which I do not have during the closed season of navigation while employed at the Middle Neebish Cut. It would save me the equivalent of $30.00 per month in such quarters, fuel, etc.

3. I would respectfully refer you to my record at the station where I am now located, to my twenty year's service in the Coast Guard Service and twelve years in the Lighthouse Service. I feel that my record and ability entitle me to consideration for promotion to this appointment should there be an opening at the Little Rapids Cut Light Station.

Hugh Cook

Hugh Cook.

---

75 1st. Indorsement. Sault Ste. Marie, Michigan
SAULT STE. MARIE C. G. SECTION. 6 December, 1941.

1. Forwarded, approved. The Commander, Sault Ste. Marie C. G. Section, feels that COOK, Hugh is fully capable of handling the duties of Keeper at Little Rapids Cut Light Station, which station is supervised by this office.

J. TREES.

5 August, 1941

From: Commander, Cleveland District.
To: Hugh Cook, Keeper (Asst.), Middle Neebish Cut Lt. Sta., Mich.

Via: Commander, Sault Ste. Marie Section, Mich.

Subject: Record of Military Service.

Reference: (a) Cleveland District letter, 14 May, 1941.

Inclosure: (A) Honorable Discharge, U. S. Coast Guard.

1. Inclosure (A) furnished in response to reference (a) is returned.

M. W. RASMUSSEN,
Personnel Officer,
By direction.

HMC/wws

UNITED STATES COAST GUARD

REC'D MAY 19 1941

TREASURY DEPARTMENT
UNITED STATES COAST GUARD

Date May 15 1941

From: **COOK, Hugh, Keeper, Middle Neebish Cut Light Station.**
To: Commandant.

Via: **Commander, Cleveland District.**

Subject: Induction into Coast Guard.

Reference: (a) Headquarters' letter 19 April, 1941 (P-75).

1. Receipt is acknowledged of reference (a) on May 12, 1941.

2. ~~I desire to be enlisted in the Coast Guard in the rate tendered me by reference (a), and I shall make immediate application to the district commander for this purpose.~~

3. I hereby decline enlistment in the Coast Guard in the rate tendered me in reference (a).

Hugh Cook

Hugh Cook

(Note: With reference to paragraph 2, strike out the paragraph which does not apply to your case.)

1st Indorsement

75

Cleveland District.
Cleveland, Ohio.
21 May, 1941.

From: **Commander, Cleveland District.**
To: **Commandant.**

1. **Forwarded.**

R. E. WOOD.
Acting Personnel Officer.
By direction.

HMC:B

TREASURY DEPARTMENT
UNITED STATES COAST GUARD
WASHINGTON 19 April, 1941.

From: Commandant.
To: COOK, Hugh, Keeper, Middle Neebish Cut Light Station.

Via: Commander, Cleveland District.

Subject: Induction into Coast Guard.

Reference: (a) Regulations to Carry into Effect Section 4 of the Act of August 5, 1939 (Public No. 291, 76th Congress).

Inclosure: (A) Form letter to be returned to Commandant.

1. Under the provisions of reference (a) you are hereby tendered a ~~(special temporary enlistment)~~ (regular enlistment) of three years as coxswain, subject to the physical examination prescribed by paragraph 6 of reference (a), and evidence that you meet the qualifications for enlistment contained in Personnel Instructions, U. S. Coast Guard, except for age and marriage.

2. For your information paragraph 6, mentioned above, reads as follows:

> "Each candidate shall be required to take the standard physical examination. If his service, as computed pursuant to section 6 of the Act of August 5, 1939, is less than fifteen years, the standard of physical qualification shall be the same as that required for original appointment; Provided, That minor defects may be waived upon the recommendation of Chief Medical Officer of the Coast Guard. If the service of the candidate shall exceed fifteen years, physical defects may be waived by the Secretary of the Treasury unless they impair ability to perform all the duties of his grade or are likely to result in premature retirement."

3. You are advised that, having accepted an enlistment in the Coast Guard, you will be eligible for promotion in the same manner and under the same regulations as other men in the Coast Guard in the same rate. You are further advised that your enlistment is for general service and that you may be transferred and assigned to duty as the needs of the Service require.

4. Should you decline induction such action will not operate to prejudice your present position and pay.

75

14 May, 1941.

From: Commander, Cleveland District.
To: Hugh Cook, Keeper (Asst.), Middle Neebish Cut Lt. Sta., Mich.
Via: Commander, Sault Ste. Marie Section, Mich.
Subject: Military Service; verification of.

1. The records of this office indicate that you served in the military service of the United States as follows:

BRANCH OF SERVICE	ENLISTED	DISCHARGED
U. S. Coast Guard	4-1-06	4-21-28

2. It is requested that your Honorable Discharge be forwarded to this office for verification of service record. Discharge will be returned to you promptly when it has served its purpose.

M. W. Rasmussen
Personnel Officer
By direction.

HMC:WJD

75

UNITED STATES COAST GUARD

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

RECD MAY 19 1941
SAULT STE. MARIE SECTION
OFFICE OF COMDR. CLEVELAND District
U. S. COAST GUARD

Sault Ste. Marie, Michigan

17 May, 1941

From: Commander, Sault Ste. Marie Section.
To : Commander, Cleveland District.

Subject: Hugh Cook; Military service; verification of.

Reference: (a) Cleveland District letter to Hugh Cook, 14 May, 1941 (75).

Inclosure: (A) Honorable Discharge No. A3239 of Hugh Cook.
(B) Form 2390-A for Hugh Cook.

1. As requested in reference (a), inclosure (A) for subject named man is forwarded herewith.

L. G. HAVERLAND, Acting.

Record of Military Service

Name: Cook, Hugh
Position: Keeper (Asst.)
Station: Middle Neebish Cut Lt. Sta., Michigan.

Branch of Military Service: U. S. Coast Guard

Evidence of Service: Honorable Discharge No. A-3239, dated 20 April, 1928 at New London, Connecticut; issued by R. W. Dempwolf, Commander, U. S. Coast Guard.

Service Record: Enlisted (date not shown) as Chief Quartermaster at Sault Ste. Marie for one year; born 10 July, 1889 at Allen Park, Ontario, Canada.

Total net service for pay purposes 17 years 6 months 10 days.

I certify that I have personally seen the original record and that the above information is correctly copied therefrom.

H. M. CROSS,
Sr. Admin. Asst.,
Cleveland Dist., U.S.C.G.

26 July, 1941
(Date)

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared January 10, 1941

Name: Cook, Hugh

From: U. S. Coast Guard

Bureau No:

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

Promotion

	FROM	TO
Position		Keeper
Grade		
Salary	Field (Range $1140-1500) $1200 p.a. plus $180 p.a. Qtrs.	Field (Range $1140-1500) $1260 p.a. plus $180 p.a. Qtrs.
Bureau or Div.		
Organizational Subdivisions		U. S. Coast Guard
Headquarters		
Post of Duty		Cleveland, Ohio
Appropriation		Middle Neebish Cut Lt. Sta., Mich.
Allotment		Civilian Employees, C.G.
Field or Deptl.		Field

APPROPRIATION: Regular

DATE OF BIRTH: 7-10-1889

LEGAL RESIDENCE: Mich.

SEX: M RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

EFFECTIVE
Remarks: January 16, 1941

Justification:

No increase in pay since January 1, 1931.

SUBJECT TO RETIREMENT ACT? Lighthouse Act

DATE OF OATH

SUBORDINATE ADMINISTRATIVE OFFICE

1-16-41

B

STANDARD FORM NO. 6
(Approved by the President 3/28/24)
Revised Dec. 5, 1929

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

RECEIVED
OCT 9 1939
COMDR. CLEVELAND DISTRICT

Department or Establishment U.S. Light House Service Date October 6-1939

1. Name in full (Mr., Miss, or Mrs.) Mr. Hughcook
(Surname) (Given name) (Middle name)

2. Present address Oak Ridge Park Michigan
(Number) (Street) (City or town) (State)

3. Legal (voting) residence ~~Too East~~ Michigan 11th Dist. Chippewa Co. Sault Sainte Marie Mich.
(State and Congressional District) (County) (City or town)

4. Where born Canada Allen Park Ontario When born July 10-1889
(State or foreign country) (City or town) (Month Day Year)

5. If foreign-born, state whether naturalized or alien Naturalized.

6. Indicate sex, marital condition, and race by check, thus: √ If Mrs., state other names under which previously employed.

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

Ages = = = = = = = =

7. Number and ages of dependents domiciled with you 10 dependents 38-19-17-16-15-12-10-8-5-3

8. A complete record of your past service for the United States Government other than military or naval:

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED Month	DATE APPOINTED Day	DATE APPOINTED Year	DATE SEPARATED Month	DATE SEPARATED Day	DATE SEPARATED Year
U.S. Lighthouse	Sault Saint Marie Michigan	~~Assistant~~ Keeper Started at	$1320. per annum	April	19th	1929			
Little Rapids Cut Pt Stain.		Keeper at large	$110. per month						
Grand Marais Pt. St.		"					still in Service		
Port Huron Fort Gratiot Pt Stain.		"							
Middle Neebish Cut Pt Stain.		Assistant Keeper at Present							

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

NAME	POSITION AND DEPARTMENT OR OFFICE IN WHICH EMPLOYED	RELATIONSHIP
No	Position Department or office	√
	Position Department or office	
	Position Department or office	

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

No
(Title) (Location) (Date appointment expires)

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

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

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

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

Enlisted April 1906 Discharged 20 April 1928
Rank Inlisted for one year Enrolling Rank Chief Quartermaster
Organization Organization U.S. Coast Guard

Enlisted April 6-1917 to Discharged August 27-1919
Rank US Coast Guard Operating as a part of the Rank Signal Quartermaster Rank Petty Officer 2nd Class
Organization Coast Guard Organization Navy

[OVER]

10—1930

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

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

NAME AND ADDRESS OF EMPLOYER	POSITION AND CHARACTER OF WORK	LENGTH OF SERVICE
Always with the U.S. Government.		

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

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

16. In case of emergency, notify Ruebina Cook

Relationship Wife Post office address 600 East Spruce Street Sault Ste. Marie Michigan

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

Hugh Cook

(Name as usually written and which will be used as official signature)

U. S. GOVERNMENT PRINTING OFFICE 10—1930

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
3760 JEFFERSON AVENUE, EAST
DETROIT, MICH.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT 11TH DISTRICT
DETROIT, MICH.

17 July, 1939.

Hugh Cook, Assistant Keeper,
Middle Neebish Cut Light Station,
Oak Ridge Park, Mich.

(Through the Keeper)

There is returned herewith Honorable Discharge, Series A, No. A-3239 from the United States Coast Guard dated April 20, 1928, and Form 9550, Chief Petty Officer's Rating, United States Coast Guard, which you recently submitted as evidence of your service in the U. S. Coast Guard.

F. P. Dillon,
Superintendent of Lighthouses,

By:
Chief Clerk.

DG
Enc.

✓ Copy for Personnel file, Hugh Cook

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
3760 JEFFERSON AVENUE, EAST
DETROIT, MICH.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

U.S. LIGHTHOUSE SERVICE
RECEIVED
SEP 26 1938
DETROIT
CLEVELAND

DAC:AIB

Supt.
Asst. Supt.
Chief Clerk
Mech-Elec.
Constr-Reprs.
Marine
Procurement
Personnel
Property
Stenog.
Depot
Radio Lab.
Dist. Radio
Foreman Mech.
File

Cook's name was on last promotion list sent to Bureau. Dec.

He may have longevity but others are rated better in general to-day. Served 5 yrs.

OFFICE OF SUPERINTENDENT 11TH DISTRICT
DETROIT, MICH.

September 26, 1938.

Memorandum to the Superintendent:

While at Middle Neebish Cut Light Station, Hugh Cook, the assistant keeper, called my attention to the fact that in 1932 Mr. Park had promised him an increase in pay of $5.00 when funds were available. He reported that he had spoken to other inspectors about this increase, but to date he had never received an increase in pay while others who had not been in the Service ~~as~~ 25 long nor had as large a family had received increase in pay.

I informed him that I would make no promises but that I would look into the subject and see just what had been done.

Assistant Superintendent.

HMC:AIB

Listed 8/27-18/37

MIDDLE NEEBISH LIGHT STATION. December 20, 1937.

Mr. Hugh Cook,
600 East Spruce Street,
Sault Ste. Marie, Michigan.

The receipt of your letter of December 14, 1937, is acknowledged, applying for transfer to Assistant Keeper of Little Rapids Cut Light Station in the event of a vacancy. Your letter will be placed on file for consideration with others at the proper time.

F. P. Dillon,
Superintendent of Lighthouses.

By: H. M. CROSS
Chief Clerk.

Copy to Keeper, Middle Neebish Cut Light Station.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

U.S. LIGHTHOUSE SERVICE
RECEIVED
DEC 16 1937
DETROIT
ELEVENTH DISTRICT

Supt.
Asst. Supt.
Chief Clerk
Constr-Repr.
Mech-Elec.
Marine
Procurement
Financial
Personnel
Property
Stenog.
Depot
Radio Lab.
Dist. Radio
Foreman Mech.
File

D - with
would be
considered
proper time
must attend

ELEVENTH DISTRICT

Middle Neebish
(Depot, Vessel, or Light Station)

Dec. 14th, 1937

Superintendent of Light-Houses:,
Detroit, Michigan.:
Through The Keeper.

Sir:

Should there be a vacancy of Assistant Keeper Little Rapids Cut, I would like very much to be Considered.

Hugh Cook
Assistant Keeper. Middle Neebish
600 East Spruce Street
Sault Ste. Marie, Michigan.

J. P. Brander
Keeper

Appd 12/20/37 ALB

HMC:DG

May 20, 1936.

Mr. Eli Moran,
Barbeau, Michigan.

Sir:

Further reference is made to your letter of April 21, 1936, relative to the question of access to a road leading to your property.

It appears from information furnished this office that the question is entirely one of private property rights and that Mr. Hugh Cook, Assistant Keeper, Middle Neebish Light Station is the owner of the property which you state is a public road. The matter does not appear to be one which involves Mr. Cook's conduct as an employee of the Government, but is a private matter which should be settled by the courts.

Respectfully,

Superintendent of Lighthouses

Copy to Hugh Cook, Asst. Keeper, Middle Neebish Light Station (through the Keeper, for his information.

F. P.Dillon,
Superintendent.

Supt.
Asst. Supt.
Constr.-Repair
Mech. - Elec.
Hydro.
Radio Lab.
Draftsman
Chief Clerk
Accts.
Stenog.
Order Clerk
Depot Keeper
Foreman-Machs.
Elec.

Mahlon R. Stewart

Attorney-at-Law

311 ADAMS BUILDING — TELEPHONE 104

SAULT STE. MARIE, MICHIGAN

LIGHTHOUSE SERVICE
RECEIVED
MAY 11 1936
DETROIT
ELEVENTH DISTRICT

May 8, 1936.

Superintendent of Lighthouses,
Department of Commerce, Lighthouse Service,
Detroit, Michigan.

Dear Sir:

I have been requested by Mr. Hugh Cook, assistant keeper of the Middle Neebish Cut Light Station, at Homestead, Michigan, to reply to your letter under date of May 2nd, 1936, regarding a certain letter which you received from Eli Moran, of Barbeau, Michigan, relative to the obstruction by Mr. Cook of a certain roadway which runs solely across his property.

It would appear to me that if Mr. Moran has any complaint to make or any rights to adjust he has a local remedy, and I believe that is the only proper method of determining the rights of the parties involved.

I talked with Sheriff Welsh about his granting of authority to Mr. Moran to remove the barricade from the road crossing the property owned by Mr. Cook, and he told me that at the time he talked to Mr. Moran he was not fully advised of the facts involving this roadway, and that he would immediately communicate with Mr. Moran and inform him that the roadway, the use of which is disputed, is a matter with which he has nothing to do, for it appears to him that, inasmuch as the property now being used as a highway is solely the property of Mr. Cook.

This morning I discussed this matter with Mr. A. J. Dimma, our prosecuting attorney, advising him that the property now sought to be used as a roadway has never been properly acquired from Mr. Cook, to be used for that purpose, no condemnation proceedings had, no acquisition by purchase, and no gift by deed.

Supt. of Lighthouses. 5/8/36

Mr. Dimma informed me that the use of this property as a roadway has not been legally acquired and that there is no right of use of this property in Mr. Moran or any other member of the public at large, and Mr. Cook is perfectly within his rights to exclude any and all persons from its use, even to the extent of plowing up the roadway and erecting a permanent barricade.

I think perhaps this will explain to you Mr. Cook's position and his rights in the matter to which you referred.

Yours very truly,

Mahlon R. Stewart

S mcm

HMC:MD

Enc.

May 2, 1936

Hugh Cook, Asst.Keeper,
Middle Neebish Cut Light Station,
Homestead, Michigan.
(Through the Keeper)

Herewith is copy of a letter dated April 21, 1936, from Mr. Eli Moran of Barbeau, Michigan, in which he alleges that you prohibited him access to a public road leading to his property. It is not apparent that this is connected with your employment in the Lighthouse Service. However, before replying to Mr. Moran, it is desired to have your comments regarding the matter.

Superintendent of Lighthouses.

MD

May 2, 1936

Hugh Cook

Mr. Eli Moran,
Barbeau, Michigan.

Sir:

Receipt is acknowledged of your letter dated April 21, 1936, with regard to alleged action of Hugh Cook, assistant keeper, at Middle Neebish Cut light station, in prohibiting you access to a public road leading to your property. This matter is being investigated and you will be further advised at an early date.

Respectfully,

Superintendent of Lighthouses.

Barbeau. Mich. 4-21-36

Asst. Clerk
Clerk
Supt

Supt. Sept.
Constr.-Repairs
Mech. - Elec.
Hydro.
Radio Lab.
Draftsman
Chief Clerk
Accts.
Stenog.
Order Clerk
Depot Keeper
Fortune Lake
File

U.S. LIGHTHOUSE SERVICE
RECEIVED
APR 22 1936
DETROIT
ELEVENTH DISTRICT

Superintendent of Lighthouses.

Dear Sir,

I wish to draw your attention to one of your force a mr Hugh Cook. assistant light keeper-Head of Hebrid Isl. some time ago I purchased a 40 acre tract of land back of and ajoining land owned by him situated on main land Bruce Township. Township authorized and built a road on section line. Twice mr. Cook has barcaded this public road up with posts and fences. the second time was yesterday Sunday. he threatened to fill any one that would take it down full of buckshot. I had visitors at my place yesterday and they had no way to get their cars out until I called up Sheriff who gave permision to take barcade down. Visitors names were John Sir of Menuscong and Earl Warling of Sault Ste Marie. They heard him make the threats. Respy yours. Eli moran

Re: Appointment of Eli Moran as Keeper of Hebrid Island Light Station, Lake Huron, Michigan

CAP:HS

Incl.

March 29, 1932

Hugh Cook, Asst. Keeper,
Middle Neebish Cut Light Station,
Homestead, Michigan.
(Through the Keeper)

1. This office has received your letter of March 22nd and the lease which accompanied same is returned herewith. This office notes that you have no knowledge of any bootlegging operations being conducted on property which you own and which is under lease. This office felt that such was the case, but considered it advisable to bring the matter to your attention so that you could check up on it further as might be necessary. It is assumed that if you find there is any truth in the suspicion that you will take any steps that might be necessary to avoid further suspicion in connection with your property.

2. It is regretted that this office cannot give you the name of the party making the report, as it is not known. The letter was signed "Connolly Contracting Company", but was found not to have originated with that concern since the officers of the company knew nothing whatever about the matter. They did state, however, that there had been suspicion of some such operations in the locality of their work at West Neebish Cut which they were very anxious to stamp out if possible.

Superintendent of Lighthouses.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

U. S. LIGHTHOUSE SERVICE
RECEIVED
MAR 25 1932
DETROIT
ELEVENTH DISTRICT

Homestead Mich.
ELEVENTH DISTRICT
Middle Nebish Lighthouse
(Depot, Vessel, or Light Station)
March 22, 192

Mr. Chas A. Park
Superintendent of Lighthouses
3760 Jefferson Ave., East.
Detroit, Michigan.

(Through the Keeper)

Sir:

I am in receipt of your letter March 17th 1932 In regards to an unjust Communication which has Been fordwarded to you, against me,
I would like to know by whom it was sent.
I am the owner of Lot two(2), Section Nineteen(19), Town Forty five(45), North Range two East(2E), And that I have part their of leased for one to two years in the vicinity of West Nebish Rock Cut.

I Have No interist of any kind Connected with Bootlegging what so Ever, in that Locality or any other. I futher more do not know of who has.

I leased my dwelling at west Nebish to Mr Frank Parker for a Dwelling and including one Electric Plant house including Plant for a term of one year With the privilege of two years.

U. R. Sincerely Respectfully Hugh Cook.

CAP:HS

March 17, 1932

Hugh Cook, Asst. Keeper,
Middle Neebish Cut Light Station,
Homestead, Michigan.
(Through the Keeper)

1. It is considered desirable to bring to your attention a communication which has been forwarded to this office alleging you to be interested in various establishments connected with bootlegging in the vicinity of West Neebish Cut. While the communication is not signed in such a way as to justify any great importance being attached to it, and which such inquiry as has been made does not seem to indicate that you are actually engaged in this business, it does appear that you are the owner or are interested in some property which is possibly being used for such purposes, probably without your knowledge.

2. You are requested to look into the matter and advise this office, taking any action necessary to avoid any inference from any source that you might be connected with such undertakings, which would, of course, tend to reflect on the Service generally.

Superintendent of Lighthouses.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

U.S. LIGHTHOUSE SERVICE
RECEIVED
MAR 16 1932
DETROIT
ELEVENTH DISTRICT

ELEVENTH DISTRICT

Middle Neebish Cut.
(Depot, Vessel, or Light Station)

March 14th. 1932., 192

Superintendent Lighthouses 11th. District,
3780 Jefferson Ave East,
Detroit Michigan.

1. In reference to your letter of March 7th. in regards to the anonymous letter your office received stating that Mr. Cook the assistant at this station was engage in the bootleg business. As far as I know Mr. Cook is not actively engaged in this business, But whether Mr. Cook is a silent partner in this business I would not say one way or the other for I do not know. Cook has a Garage over at the West Neebish but whether this is used for a bootleg joint I could not say for I never go over to the West Neebish. The Parker Place is supposed to be a restaurant and is located in Mr. Cooks Dwelling at the West Neebish. This Dwelling is supposed to be leased by Mr. Parker for one year, you hear rumors about this place being a bootleg joint but I never visit these kind of plcses myself so as far as I know it is just rumors.

2. These other two places that are mentioned I know nothing about. Mr. Cook has his property rented to differient people and what arrangements he has made with them I know nothing about.

3. The Rock Cut is six miles for this station and I never go overthere so what information I have is just what I hear from time to time.

Respectfully.
W.R. Small
Keeper.

Mr Park

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

U. S. LIGHTHOUSE SERVICE
RECEIVED
MAR 14 1932
DETROIT
ELEVENTH DISTRICT

ELEVENTH DISTRICT

Tender CLOVER
(Depot, Vessel, or Light Station)

Sault Ste. Marie, Michigan March 11, 1932, 192

Superintendent Of Lighthouses
Detroit, Michigan.

1. In reply to your letter dated February 25, 1932 relative to charges made that Mr. Hugh Cook Assistant Keeper Middle Neebish Cut Light Station was engage in privite business or that bootlegging was carried on from the places mentioned in your letter. I have investigated the matter to determine whether there was any truth in the allegations and found that there was not as far as I can find out. and further that Mr. Small has no knowledge of this matter or is connected with any private business whatever. Mr. Cook probably owns some of the property which was mentioned but I do not believe he is connected with any of the deals.

Respectfully

J. A. Turnald Master

CAP:HS

March 7, 1932

Keeper,
Middle Neebish Cut Light Station,
Homestead, Michigan.

1. This office has received a letter from a source which cannot be determined definitely, in which the writer states it to be his understanding that Mr. Hugh Cook, the assistant keeper at your station, in addition to his duties as lighthouse keeper is operating three bootleg joints, one known as "Parker's Place", one as "Cook's Garage" and one as "Phil's Place". These places are stated to be within about five minutes walk of the Rock Cut. The party further states it to be his understanding that Mr. Cook has been informed of these conditions but has disregarded all warnings.

2. Because of the anonymous nature of this communication and the good record of Mr. Cook so far as same is known at this office, these charges have not been submitted to himfor a reply, but are being submitted to you first with instructions to furnish this office fully any information which you may have in regard to the truth or falsity of the statements made. It is assumed that Mr. Cook could hardly be engaged in such business without your being aware of it and without taking the matter up with Mr. Cook, you are instructed to submit prompt reply to this office giving all information that you have.

For and in the absence of the Superintendent:

W. G. W

Assistant Superintendent.

3/15/32

CAP:HS

March 7, 1932

Connolly Contracting Co.,
Box No. 366,
Sault Ste. Marie, Michigan.

Sirs: Attention: J. S. McKee, Superintendent

1. Receipt is acknowledged with thanks of your letter of February 27th with regard to the alleged bootlegging activities of one of the assistant keepers at Middle Neebish Cut Light Station, Mr. Hugh Cook.

2. This office is investigating the matter further and will ascertain definitely as to the truth or falsity of the charges made and act accordingly.

For and in the absence of the Superintendent:

Respectfully,

W. G. W

Assistant Superintendent.

Performance

CONNOLLY CONTRACTING COMPANY

Saint Paul, Minnesota

FIELD OFFICE
West Neebish Channel
Box No. 366
SAULT STE. MARIE, MICHIGAN
J. S. McKEE, Superintendent
Telephone Pickford 7295

February 27, 1932.

Department of Commerce,
Light House Supervision,
37-60 Jefferson Ave. East,
Detroit, Michigan.

Att: Mr. W. G. Will.

Dear Sir:

In reply to your letter of February 25th, we have no knowledge of the letter you referred to us or of its author and we have no knowledge of the Hugh Cook mentioned in the letter.

We are aware of several of the Speakeasies mentioned in your letter but have no knowledge of the men operating or in charge of them. We have had some difficulty on account of some of our men frequenting these places and, of course, would be glad to get them out of this vicinity. In order to keep the situation in hand it has been our policy to discharge employees who were intoxicated around the works and it is our thought that perhaps this letter may have come from some woman who is afraid of her husband losing his job on this account. This, of course, is purely an assumption but it is the only reason which presents itself for anyone writing such a letter to you.

We appreciate your sending the letter to us for identification before assuming it was an official correspondence.

Very truly yours,

CONNOLLY CONTRACTING CO.,

BY John S. McKee

J. S. McKee

JSM:igl

West Nebish Rock Cut.
Feb. 26, 1932.

Mr Parks.
Superintendent of Lighthouses
Dear Sir:—

As I understand the govement pays and employes enough money to make a living.

I wish to inform you that you have in your employ a assitant lightkeeper Hugh Cook on the head of Nebish Island. Who is assitant keeper to Mr. Small. This man as I

understand in addition to his duty as lightkeeper is operating three bootleg joints. One know as Parkers Place another as Cooks Garage and one known as Phils Place. These places are being with in about five minutes walk of the Rock Cut. Where we have a large number of men employed.

These men we are informed are obtaing liquer in quanities ranging from a drink to any mount of gallons.

The Rock Cut job that we mention in this letter is very dangerous work As we ~~have~~ use very high votage and also a considerable amount of powder. And calls for men who are not intoxicated As we understand Mr Cook as been informed of these consdions but has disregarded all warnings, so we are writing to you in hoping that may label to help us in this matter. If possible please give this letter some consideration.

Connolly Contracting Co.

WGW:RW

Encl.

February 25, 1932.

Connolly Contracting Co.,
P. O. Box 366,
Sault Ste. Marie, Mich.

Attention: Mr. John S. McKee, Superintendent.

Sirs:

1. Enclosed herewith is a letter dated February 26, 1932, purporting to come from your firm and making charges against an employee of this Service. Since this letter is unsigned, there is some doubt as to whether this is an official communication from your firm or, for that matter, from any one connected with it. It is requested that you advise this office as to its genuineness, returning the letter and envelope to this office.

2. Kindly advise also as to any knowledge you may have either personally or through reliable information as to the truth of the allegations in the letter. In case you do not have any direct information yourself, this office would be pleased to have the names and addresses of any persons who are informed regarding the subject. Your early reply will be appreciated.

For and in the absence of the Superintendent:

Respectfully,

W. G. K

Assistant Superintendent.

Please attach to other papers
letter to Kpr Middle Neebish

WGW:RW

February 25, 1932.

Master,
Lighthouse Tender CLOVER,
Sault Ste. Marie, Mich.

A letter has been received in this office making charges that Mr. Hugh Cook, assistant keeper at Middle Neebish Cut Light Station was engaged in private business and particularly that bootlegging was carried on from these places which are stated to be not far from the West Neebish Rock Cut. It is requested that you make an investigation as promptly as possible to determine whether there is any truth in the allegations. It would also be desired to know whether Mr. Small, the keeper, was also interested in the business or had any knowledge of it. The letter stated that the places of business were known as "Parker's Place," "Cook's Garage" and "Phil's Place." As far as practicable, this information should be kept confidential to assist in obtaining the facts and to avoid the information being spread abroad in case there is no substantiation.

For and in the absence of the Superintendent:

W. G. W

Assistant Superintendent.

3 8 32

U. S. LIGHTHOUSE SERVICE
RECEIVED
NOV 11 1930
DETROIT
ELEVENTH DISTRICT

HMC:RW

DEPARTMENT OF COMMERCE
Lighthouse Service

11th District

I hereby certify that to the best of my knowledge and belief my exact date of birth is July 10, 1889.
(State month, day and year.)

Hugh Cook
(Signature)

Assistant Keeper
(Position)

~~Station~~ Middle Neebish Cut
(Station or vessel)

CAP:HS

August 26, 1930.

Hugh Cook, Asst. Keeper,
Middle Neebish Light Station,
Homestead, Michigan.
(Through the Keeper)

1. Receipt is acknowledged of your request of the 22nd for consideration for promotion to the position of keeper at Middle Neebish Cut in the event of a vacancy, which request will receive consideration with others at such a time.

Superintendent of Lighthouses.

U.S. LIGHTHOUSE SERVICE
RECEIVED
AUG 25 1930
DETROIT
SEVENTH DISTRICT

August 22nd 1930.
Middle Neebish Lighthouse,
Homestead,
Chippewa Co., Michigan.

Superintendent of Lighthouses,
Detroit, Michigan.

Sir:-

I request through my Keeper that my Application for Keeper be Placed on file, and for Consideration, Should any vacancies arise at this Station.

Respectfully
Hugh Cook.
"Assistant Keeper"

H S Hall

J. B

Entered on card 3-17-31 JKB

Standard Form No. 17
Approved by the President, March 26, 1926

B

REPORT ON PROBATIONARY APPOINTEE

This report to be made at expiration of fifth month of service. In cases where the probationary period comprises one year, this report is to be made at the expiration of the tenth month of service.

If service has been unsatisfactory, recommendation for discontinuance under the provisions of paragraph (c) of section 1 of Civil Service Rule VII should be forwarded immediately to the Department. A full statement of reasons should be set forth under "Remarks."

DEPARTMENT OF COMMERCE
(Department)

11th Lighthouse District (Bureau or office) Detroit, Michigan, February 11, 1930. (Place and date)

To Commissioner of Lighthouses,
(Head of department or establishment)

The probationary period of the person named below expires at the close of business on March 8, 1930.

The conduct and capacity of this employee have been satisfactory during the probationary period, and (he) ~~(she)~~ is considered qualified for absolute appointment.

Name Hugh Cook

Position Keeper (2d Asst.)

Salary $1140.00 per annum

Appropriation Salaries, Keepers of Lighthouses.

Station Middle Neebish Cut Light Station, Mich.

Date of entrance on duty September 9, 1929.

Remarks:

Superintendent of Lighthouses.

Submitted:

(Head of bureau or office)

GOVERNMENT PRINTING OFFICE 10—1732

Middle Neebish Cut Lgt. Sta.

February 5, 1930.

U. S. LIGHTHOUSE SERVICE
RECEIVED
FEB 7 - 1930
DETROIT
ELEVENTH DISTRICT

Superintendent of Lighthouses,

Detroit, Mich.

Dear Sir,- In reply to your letter of Feb. 3rd. regarding Mr Cook. He is able and efficient and does his work well and willingly and is satisfactory.

Yours truly

W S Hall Keeper

P.S. I am going down to the Sta. tomorrow to look things over and will be there about a week.

W S H

B

Middle Neebish Cut LH.

February 3, 1930.

Mr. William S. Hall,
917 Superior Street,
Sault Ste. Marie, Michigan.

1. The Civil Service Act provides that the first six months of an employee's service constitutes a probationary period during which his services may be discontinued if unsatisfactory. Retention in the Service beyond the six months probationary period automatically makes the appointment permanent.

2. It is requested that you submit a report at this time relative to the efficiency of Hugh Cook whose probationary period will expire at the close of March 8,1930. State specifically whether his services are satisfactory in the position to which appointed. If not satisfactory state in detail why you do not consider him suitable for the position.

Superintendent of Lighthouses.

2/11/30

Ask a report also from Ft. Brady

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

December 31, 1930

U. S. LIGHTHOUSE SERVICE
RECEIVED
JAN 9 - 1931
DETROIT

Mr. Hugh Cook

Through the Commissioner of Lighthouses.

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

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

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER

Chief of Appointment Division.

From: $1140

To: $1200

Service and grade: Range $1140-1500

Appropriation (unit): Salaries, Keepers of Lighthouses.

11th District.

WHC

GOVERNMENT PRINTING OFFICE 11—9051

65 - Applt

September 30, 1929.

r. Hugh Cook,

M

Commissioner of Lighthouses.

Sir: Through the

The Department has extended the temporary limitation on your appointment to the position indicated below, effective August 21, 1929, and to continue for a period not to exceed thirty days.

A new appointment will not be issued to you as the result of this extension, nor will an oath of office be required.

Bureau..... Lighthouses.

Position..... Keeper.

Grade and salary..... $1320 per annum.

Station..... Field.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER

R
11

Chief of Appointment Division.

HMC:AB

6 S - Now

11th

Detroit, Mich., September 24,1929.

(Through the Secretary, 7th U.S.Civil Service District)

Extension of temporary appointment for period not to exceed 30 days. — Michigan

Hugh Cook, — $1320 per annum

Keeper-at-Large — $1320-1620

11th Lighthouse District. — Sal. Kprs. of LH.

August 21, 1929. — xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx

same — same

same — same

Himself — August 20, 1929.

Termination of temporary appointment.

It was expected to make Mr.Cook's appointment to Middle Neebish Cut LH effective before the expiration of his temporary appointment as keeper-at-large.Other changes upon which his probational appointment was contingent were not put into effect until later and an extension of his temporary appointment is therefore necessary for the period August 21 to September 8, inclusive,1929

Superintendent of Lighthouses.

Encl B

Form SS-66

68

DEPARTMENT OF COMMERCE

MEMORANDUM SHOWING LAST DAY SERVED BY TEMPORARY EMPLOYEE

(To be filled in immediately after the last day temporary employee serves, and forwarded to the office of the Secretary, Appointment Division)

Name of employee Hugh Cook

Classification Allocation (Service and Grade) ----------

Designation Keeper-at-Large

Compensation ~~$1320 p.a.~~

Place of employment 11th Lighthouse District.

Last day served September 8, 1929.

Superintendent of Lighthouses.
(*Official title*)

Date Detroit, Mich., September 21, 1929.

XIth LH District.
(*Bureau or service*)

COPY to Sec'y. 7th U.S. Civil Service District.

GOVERNMENT PRINTING OFFICE 11—2876

(Blank B)

Form A-30

68-Appointment

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

SUPERINTENDENT OF LIGHTHOUSES
3780 JEFFERSON AVENUE, EAST
DETROIT, MICH.

RECEIVED
AUG 30 1929
DETROIT
ELEVENTH DISTRICT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

August 15, 1929.

LIGHTHOUSES

1929 AUG 27 PM 2 48

Mr. Hugh Cook,

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 Eleven Hundred and Forty dollars per annum

effective upon entrance on duty.

Nature of appointment: Probationary.

Civil Service authority: Secretary, Seventh Civil Service District.

Classification allocation:

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

GOVERNMENT PRINTING OFFICE

R
11

Appropriation (unit): Field.

Vice: Harry L. Sowry.

Legal Residence: Michigan.

Corg to Mr Cook
9/6/29

11-8657

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT 11TH DISTRICT
DETROIT, MICH.
August 13,1929.

Hugh Cook, Keeper-at-Large
Fort Gratiot Light Station,

(Through the Keeper)

Reference:

You are informed that recommendation as follows has been submitted this date to the Commissioner of Lighthouses, Washington, D.C.:

Action recommended	Effective date
Probational appointment to position of keeper (2d Asst.) Middle Neebish Cut Light Station, @ $1140 per annum	Date of entrance on duty after receipt of notice of appointment.

The result will be communicated to you in due course.

Respectfully,

Superintendent of Lighthouses.

Copy to Keeper, Middle Neebish Cut Light Station, for his information.

HMC:AB

68 Nom

11th

Detroit, Michigan, June 1, 1929.

(Through 7th C.S.District Secretary)
Temporary appointment for a period
not to exceed three months.

Hugh Cook — $1320 per annum

Keeper-at-Large — $1320-1620

11th Lighthouse District — Sal. Kprs. of LH.

May 20, 1929. — xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx

No. 3

Himself — May 18, 1929.

Termination of temporary appointment.

None

July 10, 1889.

Recent storm damage at Grand Marais Light Station necessitated the immediate employment of assistance and Mr.Cook was instructed by telegraph to enter on duty in view of the emergency involving the safety of life and property. His services will be required at Grand Marais for approximately one month after which he will be assigned to Marquette LH in connection with the operation of radiobeacon for extra periods of each day beginning in June for the benefit of the Lake Survey.

Superintendent of Lighthouses.

Callup 8/1/29.
for extension
B-Cal'd

Ent
B

Form SS-66

DEPARTMENT OF COMMERCE

OFFICE

MEMORANDUM SHOWING LAST DAY SERVED BY TEMPORARY EMPLOYEE

(To be filled in immediately after the last day temporary employee serves, and forwarded to the office of the Secretary, Appointment Division)

Name of employee Hugh Cook

Classification Allocation (Service and Grade)

Designation Keeper-at-alarge

Compensation $1320 p.a.

Place of employment 11th LH District (Assigned to Little Rapids Cut LH)

Last day served May 18, 1929.

For and in the absence of the Superintendent:

W. G. Will.

Assistant Superintendent.
(*Official title*)

Date May 27, 1929.

11th LH District.
(*Bureau or service*)

GOVERNMENT PRINTING OFFICE 11—2876

COPY to Sec'y. Seventh U.S. Civil Service District.

Entered B

Form A-30

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

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

U. S. LIGHTHOUSE SERVICE
RECEIVED
JUL 1 - 1929
DETROIT
ELEVENTH DISTR.

May 20, 1929.

M. Hugh Cook,

Through the Commissioner of Lighthouses.

LIGHTHOUSES
1929 JUN 27 PM 2:53

Sir:

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

~~Keeper~~

in the ~~Lighthouse Service~~

at a salary of ~~Thirteen Hundred and Twenty~~ dollars per ~~annum~~

effective May 20, 1929, or upon entrance on duty, and to continue for a period not to exceed three months.

Nature of appointment: Temporary.

Civil Service authority: Secretary, Seventh Civil Service District.

Classification allocation:

By direction of the Secretary:

Respectfully,

WM. J. GARDNER,

Chief of Appointment Division.

R
11

GOVERNMENT PRINTING OFFICE

Appropriation (unit): Field.

Vice: Yourself

Legal Residence: Michigan.

11-8657

Form A-30

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

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

April 19, 1929.

U.S. LIGHTHOUSES RECEIVED MAY 9 - 1929 DETROIT ELEVENTH DISTRICT

Mr. Hugh Cook,

Through the Commissioner of Lighthouses.

LIGHTHOUSES 1929 MAY 6 PM 2 47

Sir:

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

Keeper

in the Lighthouse Service

at a salary of Thirteen Hundred and Twenty dollars per annum

effective April 19, 1929, and to continue for a period not to exceed 30 days.

Nature of appointment: Temporary.

Civil Service authority: Secretary, Seventh Civil Service District.

Classification allocation:

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER

R
11

Chief of Appointment Division.

Appropriation (unit): Field.

Vice: Edward W. Byttyle.

Legal Residence: Michigan.

Resigned 5/10/29

11-9007

HMC:AB

11th

Detroit, Michigan, April 19, 1929.

(Through The Secretary, 7th C.S.District)

Temporary appointment for period not to exceed 30 days. Michigan

Hugh Cook $1320 per annum

Keeper-at-Large $1320-1620

11th LH District(Assigned to Little Rapids Cut Light Station) April 19, 1929. Sal. Kprs. of LH.

xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx

Emergency appointment; only local eligibles considered.

Gustav T.A.Nitz June 27,1928.

Termination of temporary appointment.

None

July 10, 1889.

The Keeper of Little Rapids Cut LH is incapacitated for duty and it is necessary to assign Mr. Cook to duty immediately in the interest of safety of life and property before receipt of the usual notice of appointment.

Superintendent of Lighthouses.

8

N. C. G.-2655

Mr. Cook wrote. He'll advise you if interested. Also advise you Elwell's letter of resignation is being sent to you. C.H.C.W.

U. S. COAST GUARD

OFFICIAL DISPATCH

TRANSMIT

DATE 04 JUNE 1943 UNIT DCGO CLEVELAND

FROM DCGO CLEVELAND

TO (FOR ACTION)

HUGH COOK

12100 PRAIRIE AVE

DETROIT MICHIGAN

TO (FOR INFORMATION)

	PLAIN
	ENCRYPT
	URGENT
	PRIORITY
	ROUTINE
	DEFERRED
	MAILGRAM
	ACKNOWLEDGE
	URGENT
	PRIORITY
	ROUTINE
	DEFERRED
	MAILGRAM
	ACKNOWLEDGE

MAIL TO

TELEPHONE TO

MESSENGER TO

OUTGOING HEADING

MY #10 RR GOVT SER

TEXT

MR. HUGH COOK,

12100 PRAIRIE AVE DETROIT MICHIGAN

ADVISE IF YOU ARE INTERESTED IN ABOUT 4 MONTHS EMPLOYMENT INVOLVING CONSIDERABLE TRAVELLING INVESTIGATING AND SUBMITTING REPRTS ON MAINTENANCE AND REPAIR WORK . YOUR PRESENT SALARY RATE WOULD APPLY BUT LEAVE WOULD NOT ACCUMULATE.

DCGO CLEVELAND

Cmdr Will

2

TOD 1242p /EWT MB

INITIALS OF "RELEASING" OFFICER

OPERATOR'S RECORD

TIME RELEASED

10—20710-1

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE:

TO:

Date Prepared 28 May, 1943

Name: Cook, Hugh J.

From: U. S. Coast Guard

Bureau No.: 5706

Termination of war service appointment, temporary

Effective: close 7 June, 1943

	FROM	TO
Position	Foreman	
Grade	None	
Salary	$10.80 per diem	
C. S. C. No.		
Bureau or Div.	U. S. Coast Guard	
Organizational Subdivisions		
Headquarters	Cleveland, Ohio	
Post of Duty	Lake St. Clair, Mich.	
Appropriation	20X1221 Site & Constr.,C.G.	
Allotment		

FIELD ☒ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks: This action is to terminate your temporary war service appointment which was not to exceed one year.

Justification: Mr. Cook was given a temporary war service appointment not to exceed one year on 8 June, 1942. His last day on which he was carried in a duty status was 10 May, 1943.

This position is to be abolished at the close of 7 June, 1943.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION

DATE OF BIRTH

LEGAL RESIDENCE Ohio

SEX M

NATURE OF POSITION

NEW	ADDTL. IDENT
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

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

SUBJECT TO RETIREMENT ACT?

DATE OF OATH

6-4-43
White copy (Form 2249) to
Hugh J. Cook, via CO,
CG Base, Detroit, Mich.
WJD

CHARLES PIOZET

SUBORDINATE ADMINISTRATIVE OFFICE

DATE APPROVED BY THE SECRETARY
JUN 3 1943

75

UNITED STATES COAST GUARD

NOMINATION
~~XXXXXXXXX~~

From: District Coast Guard Officer, Cleveland, ~~Ninth Naval District~~ (Nominating Officer) ~~Cleveland, Ohio, 21 May~~ (Place) (Date), 19 ~~43~~

To: Commandant, U. S. Coast Guard.

Action recommended ~~Termination at expiration of temporary employment under War Service Regulations.~~

Name ~~COOK, Hugh J.~~ (Last name, first name, and initial) Date of birth ~~October 7, 1907~~

Legal residence Ohio

	From---	To---
Position	Foreman	
Pay and grade	~~$10.80 per diem (No Grade)~~	
Valuation of quarters	None	
Station	St. Clair Station, Mich.	
Appropriation	20X1221 Site & Construction, C.G.	
Effective	close 7 June, 1943.	~~(1the actual date of entrance on duty, or (as soon thereafter as he enters on duty.~~

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

Vice _____ Pay _____ Services terminated _____

Reason _____

REMARKS: ~~Mr. Cook does not have any veteran (military) preference. He has been granted terminal leave from noon on 10 May, 1943 to and including the close of 7 June, 1943. Statement of his annual leave record is inclosed.~~

~~This employee entered on duty 8 June, 1942, under temporary War Service~~ Appointment for a period not to exceed one year.
Selection regular, _____, 19___

_____ Manager, Civil Service District.

_____ G. E. TRESTER, ~~By direction.~~

1 Strike out the clause which does not apply.

HMC:WJD (CIVILIAN PERSONNEL)

MAY 27 1943

STATEMENT OF ANNUAL LEAVE

HUGH J. COOK, Foreman
Lake St. Clair Station project

Accumulated 1 January, 1943, ...	14 - 5 - 18
Accrued 1 January to close 7 June,1943,	11 - 2 - 42
TOTAL	26 - 0 - 00

Granted:

15,noon to 22 January, 1943, ...	5 - 4 - 00
19 March, 1943	1 - 0 - 00
4 hours on 10 May to close 7 June,1943,	19 - 4 - 00
TOTAL	26 - 0 - 00

Number of hours established as the weekly tour of duty: 40.

3 May, 1943.

From: District Coast Guard Officer, Cleveland,
Ninth Naval District.
To: Foreman Hugh J. Cook

Subject: Annual Leave.

Reference: (a) DCGO/Cleveland letter, 28 April, 1943.

Inclosure: (A) Form 2217

1. Your appointment for a one-year period will expire at the close of business on 7 June, 1943. The records of this office indicate that you will be entitled to 19½ days of unused accrued annual leave as of that date.

2. If you propose to take advantage of this leave it will accordingly be necessary for you to commence your leave at noon on 10 May, 1943. The inclosure is furnished for your use in making the necessary application. It will not be necessary for you to wait for approval of the leave if such approval has not been received before 10 May. For the leave period you will be entitled to payment for five days per week, overtime compensation not being payable.

3. Prior to leaving the job you are requested to take up with the Commanding Officer of the station all unfinished items of work remaining under the contract, or mentioned in reference (a), in order that all items may be completed without delay.

4. From former conversations it was understood that you proposed to apply for a commission in the Coast Guard Reserve. This office would be interested in knowing what action, if any, has been taken along that line.

W. G. WILL
Civil Engineer Officer
By direction

Copy -- Mr. Cross

REC'D MAY 11 1943

DO NOT FOLD

Treasury Department

APPLICATION FOR ANNUAL, WITHOUT PAY, OR MILITARY LEAVE

OFFICE
COMDR. CLEVELAND DISTRICT

Office DCGO, Cleveland, Ninth Naval District, Location Cleveland, Ohio.

3 May, 1943.

*I have the honor to request leave of absence (*annual, ~~without pay, military~~) for* 1½ *days, from* 1200, 10 May, 1943.
(Cross out leave not requested.)

to 7 June, 1943, inclusive.

LEAVE TAKEN PRIOR TO THIS APPLICATION	DAYS
Annual	6½
Sick	12½
Without Pay	0
Military	0
Annual leave allowance ~~for yr.~~ to close 6-7-43:	26

B 5/13/43
Time Clerk.

Approved for _____ days, leave without pay.

Head of Service.

Hugh J. Cook.
HUGH J. COOK *Applicant.*

Foreman, Lake St. Clair Station,
(Designation.) Detroit, Mich.

RECOMMENDED: W. G. Will
W. G. WILL, Commander, USCG *Immediate Superior.*
Civil Engineer Officer.

APPROVED: G. E. Trester
G. E. TRESTER, *Local Field Officer.*
By direction.

*Make application for sick leave on reverse of this blank.
This form to be transmitted to the head of the service in Washington only when required by Department Circular No. 202.

Departmental Stock Form 2217—Sept. 3-20. 2—6869 GOVERNMENT PRINTING OFFICE

MAY 15 1943

DO NOT FOLD

Treasury Department

APPLICATION FOR ANNUAL, WITHOUT PAY, OR MILITARY LEAVE

Office CG Base, Location Detroit, Michigan

7 April, 1943.

I have the honor to request leave of absence (**annual,* ~~*without pay, military*~~) *for* one *days, from* / on 19 March, 1943.
(Cross out leave not requested.)

to ____, *19*

LEAVE TAKEN PRIOR TO THIS APPLICATION	
Annual	5½ DAYS
Sick	9½
Without Pay	
Military	

Annual leave allowance for 1943, 17D6H37M to close 4-30-43.

Time Clerk.

Approved for ____ days, leave without pay.

Head of Service.

Hugh J. Cook.
HUGH J. COOK *Applicant.*
Foreman.

(Designation.)

RECOMMENDED: W. G. Will W. G. WILL
Asst. Engr. Officer *Immediate Superior.*

APPROVED: G. E. Treste G.E.TRESTER, *Local Field Officer.*
By direction.

*Make application for sick leave on reverse of this blank.
This form to be transmitted to the head of the service in Washington only when required by Department Circular No. 202.

Departmental Stock Form 2217—Sept. 3-20. 2—6869 GOVERNMENT PRINTING OFFICE

APR 22 1943

Cleveland, Ohio.
7 April, 1943.

From: District Coast Guard Officer, Cleveland, Ninth NavalDistrict.
To: Hugh J. Cook, Foreman.

Via: Commanding Officer, CG Base, Detroit, Michigan.

Subject: Sick leave.

Reference: (a) Time Sheet for 16-31 March, 1943.

Inclosure: (A) Two Forms 2217 for sick and annual leave.

1. It is noted that no service is shown on reference (a) for 16 to 19 March, inclusive, during which period it is understood you were unable to work because of illness. There is sufficient leave to your credit to enable you to apply for three days of sick leave and one day of annual leave covering the above absence. Applications therefor are inclosed which should be signed promptly and returned to this office.

8-3-10
+ 5-0-00
13-3-40
- 9-4-00
3-7-40 (4/30) sick

14-5-17
+ 8-5-20
23-2-37
- 5-4-00
17-6-37 (4/30) An

2217
3 da. 16-18 Mar. (incl) sick leave
1 da. 19 Mar. annual leave.
B 4/7/43

TER.
tion.

HMC:B

CIVILIAN PERSONNEL

A. C.

APR - 8 1943

DO NOT FOLD

Treasury Department

APPLICATION FOR ANNUAL, WITHOUT PAY, OR MILITARY LEAVE

Office Cleveland Ninth Naval District, Location Belle Isle, Detroit, Mich.

January 31, 1943.

I have the honor to request leave of absence (*annual, ~~without pay, military~~) for 5½ days, from January 15 (noon)
(Cross out leave not requested.)

to January 24 (incl.), 1943

LEAVE TAKEN PRIOR TO THIS APPLICATION	DAYS
Annual	-0-
Sick	9½
Without Pay	-0-
Military	-0-
Annual leave allowance for yr.	

Time Clerk.

Approved for _____ days, leave without pay.

Head of Service.

Hugh J. Cook,
Applicant.

Foreman
(Designation.)

RECOMMENDED: W. C. Helbig
Lt. Commander W. C. HELBIG Immediate Superior.

APPROVED: Ernest Pointer
ERNEST POINTER By direction.
Local Field Officer.

*Make application for sick leave on reverse of this blank.
This form to be transmitted to the head of the service in Washington only when required by Department Circular No. 202.

Departmental Stock Form 2217—Sept. 3-20. 2—6869

FEB 13 1942

GOVERNMENT PRINTING OFFICE

DO NOT FOLD

Treasury Department

APPLICATION FOR EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS

Office Cleveland Ninth Naval District Location Belle Isle, Detroit, Mich.

January 31, 1943

I have the honor to request an extension of leave of absence on account of sickness for 9½ *days. I hereby certify that I was sick from* January 4 *to* January 15 (noon) incl., 19 *; that I was unable to attend to my official duties during said period; and that I was* yes *attended by a physician. Nature of illness* Mental & Nervous collapse.

(If no physician was employed, state reason on above line.)

LEAVE TAKEN PRIOR TO THIS APPLICATION	DAYS
Annual	-0-
Sick	-0-
Without Pay	-0-
Military	-0-
Accrued sick leave	9-5-40

Time Clerk.

Approved for _____ days, extension of leave on account of sickness.

Head of Service.

Subscribed and sworn to before me this _____ day of _____, 19

Notary Public.

Hugh J. Cook.
Applicant.

Foreman
(Designation.)

RECOMMENDED: W. C. Helbig
Lt. Commander W. C. HELBIG
Immediate Superior.

APPROVED: Ernest Pointer
ERNEST POINTER
by direction.
Local Field Officer.

I, a duly qualified practitioner of medicine, certify that Hugh J. Cook *was under my professional care from* Jan 4 *to* Jan 15, 1943 *and was unable during said period to perform* any *official duties.*

Feb 1, 1943 R. W. Page M.D.
Attending Physician.

2—6869

FEB 13 1942

Cleveland, Ohio.
30 January, 1943.

Memo - Hugh J. Cook, Foreman; sick and annual leave.

	D	H	M
Earned annual leave at the rate of 2-1/6 days per month from 8 June, 1942 to 31 January, 1943	16	6	37
Earned sick leave at the rate of 1-1/4 days per month from 8 June, 1942 to 31 January, 1943	9	5	40

Leave is granted on the basis of a 40-hour week, five days of eight hours each, Monday through Friday, no charge for Saturday.

Application for 9½ days sick leave with pay can be made for the period (5 days per week) January 4 to 15 (noon) inclusive. The remaining period of absence from 15 January (noon) to 24 January inclusive (5 days per week) can be applied for on a separate application as annual leave. Time Sheet can be submitted together with application blanks showing the days on which work was performed and the days charged to sick and annual leave with pay. The 9, 16, and 23 of January will be without pay inasmuch as pay for those days is authorized only when overtime work is performed. Furnish doctor's certificate covering sick leave.

H. M. CROSS
Civilian Personnel Officer.

COPY TO:
Civilian Payrolls (Miss Brooks)

Form No. 2655
TREASURY DEPARTMENT
U. S. COAST GUARD
Revised February 1941

U. S. COAST GUARD

OFFICIAL DISPATCH

TRANSMIT

DATE 23 JUNE 1942 UNIT CC

FROM
DCGO CLEVELAND

TO (FOR ACTION)
HEADQUARTERS

TO (FOR INFORMATION)

	PLAIN
	ENCRYPT
	URGENT
	PRIORITY
	ROUTINE
	DEFERRED
	MAILGRAM
	ACKNOWLEDGE
	URGENT
	PRIORITY
	ROUTINE
	DEFERRED
	MAILGRAM
	ACKNOWLEDGE

MAIL TO

TELEPHONE TO

MESSENGER TO

OUTGOING HEADING

CC 53 T Z QUAD 23 2119 QUAH GR 35

TEXT

YOUR 051420 NOMINATION HUGH J COOK FOREMAN TEN DOLS EIGHTY CENTS PER DIEM APPROVED BY CIVIL SERVICE DISTRICT MANAGER AND FORWARDED HDQTS ONE JUNE X REQUEST ADVICE STATUS APPOINTMENT X ENTERED ON DUTY 8 JUNE

ACTION: PERSONNEL/LT POINTER
COPY : WILLIAMSON
MR CROSS (CIVILIAN PERS)

TOD LA 2119 23RD

INITIALS OF "RELEASING" OFFICER

OPERATOR'S RECORD

TIME RELEASED

16—20710

Form No. 2655
TREASURY DEPARTMENT
U. S. Coast Guard
Revised February 1941

U. S. COAST GUARD

OFFICIAL DISPATCH

TRANSMIT

DATE 12 June, 1942 UNIT CIEDIST

FROM
DCGO CLEVELAND

TO (FOR ACTION)
HEADQUARTERS (CIVILIAN PERSONNEL SECTION)

TO (FOR INFORMATION)

	PLAIN
	ENCRYPT
	URGENT
	PRIORITY
	ROUTINE
	DEFERRED
	MAILGRAM
	ACKNOWLEDGE
	URGENT
	PRIORITY
	ROUTINE
	DEFERRED
	MAILGRAM
	ACKNOWLEDGE

MAIL TO

TELEPHONE TO

MESSENGER TO

OUTGOING HEADING

TEXT

YOUR 051420 GUY R.ELWELL AND HUGH J. COOK BOTH ENTERED ON DUTY 8 JUNE

ACTION: PERSONNEL (LT. POINTER)
COPY: MR. CROSS

INITIALS OF "RELEASING" OFFICER

OPERATOR'S RECORD

TIME RELEASED

16—20710

Form No. 2655
TREASURY DEPARTMENT
U. S. COAST GUARD
Revised February 1941

U. S. COAST GUARD

OFFICIAL DISPATCH

TRANSMIT

DATE 30 MAY 1942 UNIT DCGO CLEVELAND

FROM
DCGO CLEVELAND

TO (FOR ACTION)
MANAGER U S CIVIL SERVICE DIST
1120 NEWPOST OFFICE BLDG
CHICAGO ILL

TO (FOR INFORMATION)

	PLAIN
	ENCRYPT
	URGENT
	PRIORITY
	ROUTINE
	DEFERRED
	MAILGRAM
	ACKNOWLEDGE
	URGENT
	PRIORITY
	ROUTINE
	DEFERRED
	MAILGRAM
	ACKNOWLEDGE

MAIL TO

TELEPHONE TO

MESSENGER TO

OUTGOING HEADING

ØØØ/ CC 20 ET RDO CLEVELAND NR CK 48 GOVT CG 30 1602 CT

TEXT

~~MANAGER U S CIVIL SERVICE DIST~~
~~1120 NEWPOST~~

GOVT CG
MANAGER US CIVIL SERVICE DISTRICT
1120 NEW POST OFFICE BLDG
CHICAGO ILL

REQUEST ADVISE WHETHER NOMINATION 27 MAY TEMPORARY WAR SERVICE APPOINTMENT HUGH J COOK FOREMAN 10 DOLS 80 CENTS PER DAY BELLE ISLE PROJECT MICHIGAN APPROVED AND FORWARDED COAST GUARD HDQTRS

DCGO CLEVELAND 9TH NAVDIST

ACTION : PERSONNEL

COPY: CROSS

YO/TOD LA 1613/30 CE

INITIALS OF "RELEASING" OFFICER

OPERATOR'S RECORD

TIME RELEASED 20

16—20710

STANDARD FORM NO. 6
(Approved by the President 3/28/24)
Revised Dec. 5, 1929

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

Department or Establishment United States Coast Guard **Date** June 9, 1942

1. Name in full (Mr., ~~Miss, or Mrs.~~) Cook (Surname) Hugh L (Given name) Jerome (Middle name)
2. Present address 12100 (Number) Prairie Ave. (Street) Detroit (City) Michigan (State)
3. Legal (voting) residence Ohio 22nd (State and Congressional District) Cuyahoga (County) Cleveland (City or town)
4. Where born New York (State or foreign country) Roslyn (City or town) When born Oct. 7, 1907. (Month Day Year)
5. If foreign-born, state whether naturalized or alien
6. Indicate sex, marital condition, and race by check, thus: √ If Mrs., state other names under which previously employed.

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

7. Number and ages of dependents domiciled with you One 32 yrs.
8. A complete record of your past service for the United States Government other than military or naval:

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
				Month	Day	Year	Month	Day	Year
	None								

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

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

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

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

11. Are you the wife of a disabled veteran or widow or orphan of a person who was in the military or naval service? No.

(Wife, widow, or orphan) (Name of veteran) (Organization and last year of service)

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

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

Enlisted ..... Discharged .....
Rank ..... Rank .....
Organization ..... Organization .....

Enlisted ..... Discharged .....
Rank ..... Rank .....
Organization ..... Organization .....

[OVER]

10—1930

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

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

NAME AND ADDRESS OF EMPLOYER	POSITION AND CHARACTER OF WORK	LENGTH OF SERVICE
Cleveland Construction Co.	Supt. Bldg. Construction	About 18 yrs.

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

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

16. In case of emergency, notify Elizabeth C. Cook.

Relationship Wife Post office address At present- 1733 Burgess Rd., Cleveland, Ohio. about 7-1-42 12106 Prairie ave., Detroit, Mich.

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

Hugh D. Jr. Cook.
(Name as usually written and which will be used as official signature)

U. S. GOVERNMENT PRINTING OFFICE 10—1930

---

75 1st Indorsement Cleveland, Ohio
1 July, 1942

From: District Coast Guard Officer, Cleveland, Ninth Naval District.
To: Commandant, U. S. Coast Guard.

Inclosures: (A) Oath of Office, in duplicate.
(B) Form 3464a, Personnel Information Sheet.

1. Forwarded, in duplicate, together with Inclosures (A) and (B).

Ernest Pointer
Personnel Officer
By direction

HMC:WJD

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

REC'D JUN 10 19[illegible]
OFFICE
COMDR. CLEVELAND DISTRICT
U.S. COAST GUARD

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes of the United States

NAVY, U. S. COAST GUARD, OFFICE OF DISTRICT COAST GUARD OFFICER, CLEVELAND, OHIO
(Department or Establishment) (Bureau or Office)

I, Hugh J. Cook, do
(Name in full, printed or typed)

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

Hugh J. Cook
(Signature of Appointee)

Subscribed and sworn to before me this 8 day of June, A.D. ~~193~~ 1942

at Detroit, Mich.
(City or place) (State)

[SEAL]

Morris C. Yates (Notary Public)
Comm. Ex. Jan 24, 1943

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

Position to which appointed Foreman, $10.80 per diem, St. Clair Station Project, Mich.

Date of entrance on duty 0900, 8 June, 1942.

U. S. GOVERNMENT PRINTING OFFICE 10—1689

DEPT. STOCK FORM 2249
REV. 12-41

NAVY

UNITED STATES TREASURY DEPARTMENT

WASHINGTON, D. C.

TO:

Date Prepared 8 June, 1942

Name: Cook, Hugh J.

From: U. S. Coast Guard Bureau No.: 8706

War Service Appointment, temporary

Effective: 8 June, 1942.

	FROM	TO
Position		Foreman
Grade		None
Salary		$10.00 per diem
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Cleveland, Ohio
Post of Duty		Lake St. Clair, Michigan
Appropriation		20X1221 Site and Construction, U.S.
Allotment		

FIELD ☐ DEPRTMTL ☐ FIELD ☒ DEPRTMTL ☐

Remarks:

Your appointment is temporary for a period not to exceed one year and is with the understanding that you do not thereby acquire a classified civil service status or (except as otherwise authorized) become eligible for any other position or duties.

Justification:

7-1-42
White copy Form 2249 mailed to Mr. Cook, Care Detroit Base, 3760 Jefferson Ave., East, Detroit, Mich.
WJD

CHARLES PIOZET

SUBORDINATE ADMINISTRATIVE OFFICE

CIVIL SERVICE OR OTHER LEGAL AUTHORITY: Mgr., 7th U.S. Civil Service District, dated 6-2-42, file 13:99.

APPROPRIATION: 20X1221 Site & Construction, U.S.

DATE OF BIRTH: 10-7-1907

LEGAL RESIDENCE: Ohio

SEX: M

NATURE OF POSITION: NEW *; ADDTL. IDENT.

VICE VACANCY; VICE

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

SUBJECT TO RETIREMENT ACT? No

DATE OF OATH

DATE APPROVED BY THE SECRETARY

75

Form No. 2599
TREASURY DEPARTMENT
U. S. Coast Guard
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

COOK	Hugh	J.	(Civilian)	Foreman
(Surname)	(First name)	(Middle initial)	(Service No.)	(Rank or rating)

St. Clair Station, Belle Isle, Detroit, Michigan. — 26 June, 1942

(Unit) (Place) (Date)

~~Nature of Action: Temporary War Service Appointment for one year or less.~~

✓ Effective: 8 June, 1942.

Position: Foreman.

Pay and Grade: $10.80 per diem (No Grade).

Post of Duty: St. Clair Station, Belle Isle, Detroit, Mich.

Appropriation: 20X1221 Site and Construction, St. Clair Station.

Date of Oath of Office: 8 June, 1942.

H/Q dispatch 251830 (25 June, 1942).

AUTHORITY:

Copy to Headquarters
Pay & Supply (Form 2668)
✓ Files

Ernest Painter
Personnel Officer, Cleveland.
By direction

(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	Statistics	Correspondence	Records

U. S. GOVERNMENT PRINTING OFFICE 0 10935

HMC:WJD

Form 2654
TREASURY DEPARTMENT
U. S. COAST GUARD
(Dec. 1940)

U. S. COAST GUARD

OFFICIAL DISPATCH

DCGO CLEVELAND — UNIT

25 JUNE 1942 — DATE

INCOMING HEADING

LA31GS V NMH T Z QUAH 2ØÅ 251830 QUAD GR35 BT

TEXT

YOUR 232119 APPOINTMENT HUGH J COOK FOREMAN APPROVED 8 JUNE EFFECTIVE SAME DATE X TRANSFER ANDREW JENCURAK TO CLASSIFIED LABORER 5 DOLS 76 CENTS DAY APPROVED EFFECTIVE 22 JUNE OR DATE ENTRANCE ON DUTY THEREAFTER

REF: YOUR 051420 NOMINATION HUGH J COOK FOREMAN TEN DOLS EIGHTY CENTS PER DIEM APPROVED BY CIVIL SERVICE DIST MANAGER..... REQUEST ADVISE STATUS APPOINTMENT.

ACTION:PERSONNEL
COPIES:WILLIAMSON
MR CROSS

TOD CC 1915/25 LJ

OPERATOR'S RECORD — TIME:

INITIALS OF "ACTION" OFFICER

FROM
HEADQUARTERS

TO (FOR ACTION)
DCGO CLEVELAND

	URGENT
	PRIORITY
	ROUTINE
	DEFERRED
	MAILGRAM
	ACKNOWLEDGE

TO (FOR INFORMATION)

	URGENT
	PRIORITY
	ROUTINE
	DEFERRED
	MAILGRAM
	ACKNOWLEDGE

"ACTION" OFFICER INITIAL AND RETURN ORIGINAL TO RADIOROOM, RETAINING COPY

8—26981

Distxxxx

75

CLEVELAND, OHIO

13 June, 1942.

District
~~xxxxx~~ct

From: District Coast Guard Officer, Cleveland, Ninth Naval District.
To: Hugh J. Cook, Foreman.

Via: Commanding Officer, Coast Guard Base, Detroit, Mich., Ninth Naval District.

Subject: Personal History Statement.

Reference: (a) Subject statement dated 9 June, 1942.

Inclosure: (A) Reference (a).
(B) Three blank copies Personal History Statement.

1. Inclosure (A) is returned herewith together with Inclosure (B). Statement must be prepared by appointee in own handwriting. The Congressional District of your legal voting residence is shown as the 22nd on previous papers executed by you. There is no 26th Congressional District in the State of Ohio. Make necessary correction. Question 15 must be answered.

2. Forward executed copies of Statement, in triplicate, prepared in your own handwriting on Inclosure (B), as soon as possible.

Ernest Pointer
Personnel Officer
By direction

HMC:WJD

STANDARD FORM NO. 6
(Approved by the President 3/28/24)
Revised Dec. 5, 1929

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

Department or Establishment United Stated Coast Guard Date June 9, 1942.

1. Name in full (Mr., Miss, or Mrs.) Cook (Surname) Hugh (Given name) Jerome (Middle name)
2. Present address 1735 Burgess Rd. (Number) (Street) Cleveland (City) Ohio (State)
3. Legal (voting) residence Ohio (State and Congressional District) 26th Cuyahoga (County) Cleveland (City or town)
4. Where born Nnnnn. New York (State or foreign country) Roslyn (City or town) When born Oct. 7, 1907. (Month Day Year)
5. If foreign-born, state whether naturalized or alien
6. Indicate sex, marital condition, and race by check, thus: √ If Mrs., state other names under which previously employed.

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

7. Number and ages of dependents domiciled with you One 33 yrs.
8. A complete record of your past service for the United States Government other than military or naval:

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
				Month	Day	Year	Month	Day	Year
	None								

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

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

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

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

11. Are you the wife of a disabled veteran or widow or orphan of a person who was in the military or naval service? No.

(Wife, widow, or orphan) (Name of veteran) (Organization and last year of service)

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

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

Enlisted ..... Discharged	Enlisted ..... Discharged .....
Rank ..... Rank	Rank ..... Rank .....
Organization ..... Organization	Organization ..... Organization .....

[OVER]

10—1930

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

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

NAME AND ADDRESS OF EMPLOYER	POSITION AND CHARACTER OF WORK	LENGTH OF SERVICE
Cleveland Construction Co.	Supt. Bldg. Construction	About 10 yrs.

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

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

16. In case of emergency, notify Wife Elizabeth G. Cook

Relationship ____ Post office address 12100 Prairie, Detroit, Mich.

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

Hugh L. Cook

(Name as usually written and which will be used as official signature)

U. S. GOVERNMENT PRINTING OFFICE 10—1930

Form No. 2599
TREASURY DEPARTMENT
U. S. Coast Guard
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

COOK (Surname) Hugh (First name) J. (Middle initial) (Civilian) (Service No.) Foreman (Rank or rating)

DETROIT BASE (Unit) Detroit, Michigan (Place) 6 June, 1942. (Date)

0900, 6 June, 1942 - Reported this Base from District Coast Guard Office, Cleveland, for assignment to duty.

AUTHORITY:

DCGO Cleveland letter
6 June, 1942 (75)

H. A. MEYER, Lieutenant, USCG
(Commanding)

Commanding Officer - DETROIT BASE
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	Statistics	Correspondence	Records

U. S. GOVERNMENT PRINTING OFFICE

IN REPLY REFER TO
FILE NO. 75

DETROIT BASE
NINTH NAVAL DISTRICT
3760 E. JEFFERSON AVE.

NAVY DEPARTMENT
TREASURY DEPARTMENT
UNITED STATES COAST GUARD
DETROIT, MICHIGAN

8 June, 1942

REC'D JUN 10 1942 COMDR. CLEVELAND DISTRICT OFFICE U. S. COAST GUARD

ROUTING
For Action
Sr. C. G. Officer
Chief of Staff
Asst. Ch. Staff
Hydro.
Personnel
Mil. Law
Welfare
Education
Resv. & Aux.
Mar. Serv.
Medical
Capt. of Port
Mar. Law
Intell.
Engineer
Asst. Engineer
Civil
Radio & Tel.
Mech.
Marine
Commun.
Gunnery
Pub. Relations
Pay & Supply
Admin. Asst.
Chief Yeo.
File

From: Commanding Officer, Detroit Coast Guard Base, Ninth Naval District.
To: District Coast Guard Officer, Cleveland, Ninth Naval District.

Subject: COOK, Hugh J. (civilian) Foreman; Oath of Office.

Reference: (a) DCGO Cleveland letter 6 June, 1942 (75).

Inclosure: (A) Standard Form No. 8, Oath of Office.

1. Under authority of reference (a), Inclosure (A) is herewith forwarded.

H. A. MEYER.

CLEVELAND, OHIO

6 June, 1942

Mr. Hugh J. Cook
1733 Burgess Road
Cleveland, Ohio

Dear Sir:

Authority has been received from Coast Guard Headquarters covering your employment as Foreman on the St. Clair Station Project, Belle Isle, Mich., to be effective date of entrance on duty. Rate of pay is $10.80 per diem, employment to be on the basis of 40 hours a week, 8 hours a day Mondays through Fridays, with time and one half for overtime in excess of 40 hours a week. Such overtime will consist of 8 hours on Saturday of each week.

Inclosed, for execution, is Standard Form No. 8, Oath of Office, together with Standard Form No. 6, Personal History Statement, each in triplicate. The Oath of Office must be executed before a Notary Public on the date you enter on duty. These forms should then be forwarded to this office, each in triplicate.

Also inclosed, for your information, is copy of letter from The Manager, Seventh U. S. Civil Service District, Chicago, Ill., with respect to your appointment as Foreman.

By direction of District Coast Guard Officer, Cleveland, Ninth Naval District.

Very truly yours,

Ernest Pointer
Lieutenant, U. S. Coast Guard
Personnel Officer, Cleveland.

Copy to Commanding Officer, Coast Guard Base, Detroit, Mich. Submit forms 2599 and 2668, at proper time, showing date of entrance on duty of Mr. Cook.

Copy to Pay and Supply
Engineering

HMC:WJD

Form 2654
TREASURY DEPARTMENT
U. S. Coast Guard
July 1935

U. S. COAST GUARD

OFFICIAL DISPATCH

UNIT CLEVE 9TH NAVDIST DATE 5 JUNE, 1942.

INCOMING HEADING

LA34RH T Z QUAH 051420 QUAD GR 83 BT

TEXT

YOUR 022054 X GUY R ELWELL MAY BE ASSIGNED DUTY AS FOREMAN HANCOCK MICHIGAN POSITION PAYABLE FROM APPROPRIATION 17X0908 ACQUISITION OF VESSELS AND SHORE FACIEITIES PROJECT C27 X NOMINATION HUGH J COOK FOR FOREMAN LAKE ST CLAIR NOT RECEIVED BUT IF CIVIL SERVICE AUTHORITY OBTAINED HE MAY BE ASSIGNED DUTY X ADVISE DATE ASSIGNED TO DUTY IN BOTH CASES AND FORWARD OATH OF OFFICE AND OTHER PERSONNEL FORMS AFTER RECEIPT OF DEPT APPOINTMENT X PAY 10 DOLS 80 CENTS PERSDIEM EACH CASE

ACTION: CIVIL ENGINEERING
COPY: MR. GAY
LT ARD

OPERATOR'S RECORD

TOR –
TOD CC 1449/5-PL
(IF RELAYED, SERVICE ON REVERSE)

INITIALS OF "ACTION" OFFICER

FROM

COMMANDANT

TO (FOR ACTION)		ACKNOWLEDGE
		PRIORITY
DCGO CLEVELAND	R	ROUTINE
		NITE
TO (FOR INFORMATION)		ACKNOWLEDGE
		PRIORITY
		ROUTINE
		NITE

"ACTION" OFFICER INITIAL AND RETURN ORIGINAL TO RADIOROOM, RETAINING COPY

U.S. GOVERNMENT PRINTING OFFICE 2—7370

Dist.xxx

75

CLEVELAND, OHIO

5 June, 1942.

District

From: District Coast Guard Officer, Cleveland, Ninth Naval District.
To: Commandant, U. S. Coast Guard.

Subject: Belle Isle Station, Construction; employment of Foreman.

Reference: (a) DCGO, Cleveland, letter 27 May, 1942 (75).
(b) Nomination for Hugh J. Cook, 27 May, 1942 (75).

Inclosure: (A) Letter from The Manager, U. S. Civil Service District, Chicago, Ill., 2 June, 1942.

1. Inclosure (A) is forwarded herewith for information contained in connection with recommendations covered in references (a) and (b).

Ernest Pointer
Personnel Officer
By direction

HMC:WJD

United States Civil Service Commission

SEVENTH UNITED STATES CIVIL SERVICE DISTRICT
Office of the District Manager
Chicago, Illinois

C-164
(WSR)
MAY 1942
LB:DG

June 2, 1942

This form is submitted in triplicate, to be routed as follows:

(1) To your Department with recommendation for appointment;
(1) To Appointee;
(1) Retained in your Office.

Note: Copy of recommendation need not be submitted to the District Manager nor are any additional forms required.

Personnel Officer
United States Coast Guard
Cleveland, Ohio

Dear Sir:

As requested on May 27, 1942 the appointment referred to below is approved under Executive Order 9063 of February 16, 1942 for the period specified below, with the understanding that the appointee does not by such appointment acquire a competitive status, or, except as provided by general authority previously granted, become eligible for any other position or duties, and if the position is within the scope of the Classification Act of 1923 as amended, that the salary of the position is to be (or has been) fixed according to the procedure under that Act before appointment is made.

If the position is one which has been designated by your department as requiring the Civil Service Commission or the Treasury Department to conduct character investigation, then retention of the appointee in the Service is subject to the results of the character investigation which covers general qualifications, suitability and fitness. If an "x" is placed in the box preceding the statement "Subject to character investigation", the investigation is required.

It is requested that the enclosed duplicate be given to the appointee to prevent misunderstandings which might otherwise occur.

Very truly yours,

J. V. Swanson
DISTRICT MANAGER

(Prepared in triplicate)
(2 copies to Nominating Officer)

Name of Appointee: Cook, Hugh J.

Position and Salary: Foreman $10.80 per day

Office: United States Coast Guard
Project 20X1221 Site and Construction

Place of Duty: Belle Isle Station, Michigan

Effective date of entrance on duty: To be furnished

☐ Subject to Character Investigation

☒ Temporary - one year or less

☐ Indefinite - duration of war and for six months thereafter

Form 2654
TREASURY DEPARTMENT
U. S. Coast Guard
July 1935

U. S. COAST GUARD

OFFICIAL DISPATCH

UNIT CLEVE 9ND DATE 2 MAY 1942

INCOMING HEADING

1 WXXXXXX WC V NMP NR E 3 T Z QUAP 012055 QUAD GR 11 BT

TEXT

OUR 301607 NOMINATION HUGH J COOK APPROVED AND FORWARDED HQTRS TODAY

REF GOVT CG MANAGER US CIVIL SERVICE DISTRICT 1120 NEW POST OFFICE BLDG CHICAGO ILL BT REQUEST ADVISE WHETHER NOMINATION 27 MAY TEMP WAR SERVICE APPOINTMENT HUGH J COOK FOREMAN 10 DOLS 80 CENTS PER DAY BELLE ISLE PROJECT MICH APPROVED AND FORWARDED CG HDQTRS)

ACTION; PERSONNEL
COPY ; CROSS /
WILLIAMSON

OPERATOR'S RECORD

TOR TOD CC 0020/2 GT

(IF RELAYED, SERVICE ON REVERSE) INITIALS OF "ACTION" OFFICER

FROM

XXXX DCGO XXXXXXXXXX CHICAGO

TO (FOR ACTION)

DCGO CLEVELAND

	ACKNOWLEDGE
	PRIORITY
	ROUTINE
	NITE

TO (FOR INFORMATION)

	ACKNOWLEDGE
	PRIORITY
1	ROUTINE
	NITE

"ACTION" OFFICER INITIAL AND RETURN ORIGINAL TO RADIOROOM, RETAINING COPY

U. S. GOVERNMENT PRINTING OFFICE 2—7370

Dist.xxx

75

CLEVELAND, OHIO

27 May, 1942

District
xxxxxx

From: District Coast Guard Officer, Cleveland, Ninth Naval District.
To: Commandant, U. S. Coast Guard.

Subject: Belle Isle Station, Construction; employment of Foreman.

Reference: (a) Headquarters' dispatch 192219 (May, 1942).
(b) DCGO dispatch 211850 (May, 1942).

1. It was the original intention to have Mr. Guy R. Elwell supervise construction work on the Belle Isle, Mich., Project for the time that his services were available during the summer months. He is an instructor in the College of Mining & Technology at Houghton, Mich., and has been employed previously under the Coast Guard and the former U. S. Lighthouse Service, to superintend construction work. In view of the emergency construction of barracks, it was decided his services could be utilized more advantageously to supervise the construction project at Portage Coast Guard Station, Hancock, Mich., hence the recommendation in reference (b).

2. The contract work on Belle Isle Station is about to be commenced and this office has been unable to make selection from a Civil Service eligible list for a foreman of construction. A qualified applicant, Mr. Hugh J. Cook, is being recommended for temporary appointment outside the register subject to the approval of the Manager, Seventh U. S. Civil Service District, Chicago, Ill., through whom nomination is this date being forwarded. Mr. Cook has indicated his willingness to accept employment provided the net pay is not less than $300 per month. The contractor for the construction of Belle Isle Station will be engaged on the job for not less than six days per week, which will necessitate overtime work on the part of the Coast Guard representative supervising the project. Therefore, it is recommended that the position of Foreman at $10.80 per day be authorized for approximately one year, or until the project is completed if in less time. The estimated pay on the basis of a full 40-hour week plus time and one half for overtime will amount in one year to $2808 straight time and $842 overtime, a total of $3650.

It is recommended that $2800 be allotted for personal services, in addition to the $800 previously allotted, from the appropriation 20X1221, Site and Construction, St. Clair Station. Approval by dispatch is requested.

new practice Notes
B
eff. date 6-8-42

Ernest Pointer
Personnel Officer
By direction.

Copy to Pay & Supply
Engrg.

HMC:WJD

NAVY DEPARTMENT
UNITED STATES COAST GUARD

NOMINATION

Cleveland, O., 27 May, 1942.

From: District ~~Senior~~ Coast Guard Officer, Cleveland,
Ninth Naval District.
To: Commandant, U. S. Coast Guard, Washington, D. C.
Via: The Manager, Seventh U.S. Civil Service District, Chicago, Ill.

Action recommended Temporary War Service Appointment for one year or less under Executive Order No. 9063.
Name: COOK, Hugh J. Date of birth: 10-7-1907 Legal Residence Ohio

	From	To
Position:		Foreman
Pay and grade:		$10.80 per diem (No Grade)
Station:		Belle Isle Station, Mich., Project 20X1221 Site and Construction, St. Clair Station.
Appropriation:		
Effective		Date of Appointment ~~The actual date of entrance on duty~~ or as soon thereafter as he enters on duty.

Rank on eligible list 0 Rating _____ Percentage ____ Other eligibles considered:

Vice New Position-See separate letter of this date. Pay _____ Services terminated _____

Reason _____

Remarks: Selection could not be made from Certificate No. 5869-WSR dated 19 May, 1942, issued for Inspector of Construction at a salary of $250-$300 per month, in lieu of which the position of Foreman at $10.80 per diem is recommended for a period of approximately one year, employment to be on the basis of an 8-hour 6-day week with time and one half for overtime in excess of 40 hours a week. Form 375 and Fingerprints of the appointee are inclosed. Mr. Cook does not have any veteran (military) preference.

Ernest Pointer
Personnel Officer
By direction.

HMC:WJD

Form 375
September 1941

UNITED STATES CIVIL SERVICE COMMISSION
WASHINGTON, D. C.

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

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

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

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

Hugh J. Cook
(Name)
1733 Burgess Rd.
(R. D. or street address)
Cleveland (City or post office) Cuyahoga (County) Ohio (State)
(Telephone number)

Applicant will not fill the following blanks

Rating _____ Application No. _____
Kind of examination _____
Place _____
Date _____
Application _____ approved _____, 19____
By whom _____ approved _____

1. (a) Check the purpose for which this form is being filed: ☐ Reinstatement ☐ Transfer ☐ Promotion ☑ Temporary appointment ☐ Reemployment List ☐ Emergency Replacement List ☐ Classification. (b) What department or agency is proposing the action? U. S. Coast Guard
2. Are you a citizen of the United States? (Answer yes or no) Yes
3. Give (a) the date of your birth Oct. 7, 1907 (b) the place of your birth Roslyn, New York.
4. Give in the blanks below a detailed statement of your education, including dates:
   (a) Grammar school: Attended from Fall of 1918 to Spring of 1919 Highest grade completed 6th.
   (b) High school: Name and location One Junior High & Three Senior High Schools
   Attended from Fall of 1919 to Spring of 1926 Highest grade completed 12th. Were you graduated? Yes

(c) College or university (Give both graduate and undergraduate work)		Dates of attendance (Give month and year)		Semester-hours credit received	Major subject		Degree conferred	Date of degree
Name	Location	From	To		Name	Sem. hrs. in major		
Miami U.	Oxford, Ohio	1926	1927	?	Bus. Ad.	?	None	None
Ohio State U.	Columbus, O.	1927	1930	?	Civil Engr.?		None	None
My home record as to semester hrs. etc., is not complete. Will provide such information, but this will take time.								

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

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

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

	Place of employment (City / State)	Dates of employment (Month and year) From / To	NAME AND ADDRESS OF EMPLOYER (Give street address and city and State. If unemployed, give own address at that time)	Yearly salary or net earnings	NAME OF POSITION AND DESCRIPTION OF DUTIES
1	Cleveland / Ohio	1923-1942	Lundoff-Bicknell Co.		Tool man, rod man, instrument man, party man, Chief engr., asst. supt., supt. etc.
2	Cleveland /	1942 / 1942	Warner & Swasey Co. Carnegie at 55th.		Owners representative on construction work.
3	The Lundoff-Bicknell Co. has recently changed it's name to The Cleveland Constr. Co. and is located at 3866 Carnegie Ave. in Cleveland. My yearly income with them was about $3400. My yearly income in my present work is about $4000.00				
4					
5					

IF MORE SPACE IS REQUIRED, CONTINUE YOUR ENTRIES ON A SEPARATE SHEET ARRANGED AS ABOVE 16—497-1

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

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

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

Habitually? . . . . . No (Yes or No)

To excess? . . . . . No (Yes or No)

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

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

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

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

Have never worked at a mechanical trade.

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

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

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

(b) If so, give information indicated regarding each examination.	Name each position for which examined, or for which application was filed	In what city were you, or are you to be, examined?	Give the date of each examination (Month and year)	Did you pass? (Answer "Yes" or "No")
	None			

13. In what State or Territory have you legal or voting residence?	Length of such residence therein? (Residence must be shown up to date of jurat)	In what county have you legal or voting residence?	Length of such residence in county? (Residence must be shown up to date of jurat)
Ohio	From ? (Month), 1918 (Year) to Present (Month) (Year)	Cuyahoga	From ? (Month), 1918 (Year) to Present (Month) (Year)

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

(a) For what periods since such residence was first established have you been absent therefrom? (Give dates) None

(b) What is the name, address, and relationship of the person, if any, living at the place in the State or Territory in which you claim legal or voting residence?	(c) Are you now a voter in such State or Territory? (Answer "Yes" or "No")
Wife and self	Yes

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

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

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

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

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

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

(*Signature of applicant*) Hugh J. Cook

(Sign WITH PEN AND INK your name—one given name, initial or initials, and surname)

Subscribed and duly sworn to before me according to law by the above-named applicant, this 22 day of May, 19 41, at city [or town] of Cleveland county of Cuyahoga, and State [or Territory or District] of Ohio.

(*Signature of officer*) Ross C. Baker (*Official title*) Notary Public

ROSS C. BAKER, Notary Public
My Commission Expires Feb. 6, 1945

U. S. GOVERNMENT PRINTING OFFICE 16—497-1

The duties of the position of Foreman at $10.80 per diem for the project of construction of a Coast Guard Station at Belle Isle, Detroit, Michigan, are superintending and inspecting contractor's work and materials requiring broad experience in design, specifications, and building materials, codes, etc. The position is expected to last for a period of approximately one year, or until completion of the station.

Form 2413
(March 1940)

UNITED STATES CIVIL SERVICE COMMISSION

CERTIFICATE OF MEDICAL EXAMINATION

(Authorized by Executive Order of September 4, 1924)

APPLICANT MUST FILL IN DOTTED LINES BELOW TO HEAVY LINE

Hugh J. Cook
(Name)
1733 Burgess Rd., Cleveland, Ohio
(Post-office address)
Male
(Sex)
Oct. 7, 1907
(Date of birth)

(Title of examination taken)

None
(Department and bureau in which you are to be employed)
Navy U.S. Coast Guard Base Isle, Mich.
(City or town in which you are to be employed)

1. Have you any physical defect or disease or disability whatsoever? No.

2. If answer is "yes" give details

ROLLED PRINT, right forefinger

(Print must be taken to identify person examined. Indelible or stamp pad should be used)

PHYSICIAN SHOULD FILL IN THE FOLLOWING

72 inches. * 155 pounds. 149 pounds. { Males, with and without clothing; females, clothed, but without wrap or hat.
(Height, without shoes) (Weight, in clothing) (Weight, without clothing)

*To be taken for males only upon special written request of the official ordering examination.

Items checked (√) were examined and found normal. Deviations from normal are noted. (See instructions on reverse side, numbered to correspond with items below.)

1. **Eyes:** Distant vision: Without glasses: Right: 20/20 Left: 20/20 With glasses if worn: Right: 20/ Left: 20/

Near vision:

What is the longest and the shortest distance at which the following specimens of Jaeger No. 1 and Jaeger No. 2 can be read by the applicant? If No. 1 is read with ease, No. 2 need not be given. Test each eye separately.

With the view of promoting health and efficiency and of minimizing accidents among Federal employees, the heads of the several executive departments and independent establishments having a medical personnel are directed to make such physical examination of applicants for (Jaeger No. 1) and employees in the Federal classified service as may be requested by the Civil Service Commission or its authorized representative.

This order will supplement the Executive orders of May 29 and June 18, 1923 (Executive order, September 4, 1924). (Jaeger No. 2)

	Without glasses:	With glasses, if used:
Jaeger No. 1	R. 10 in. to 22 in.	R. ____ in. to ____ in.
	L. 10 in. to 22 in.	L. ____ in. to ____ in.
Jaeger No. 2	R. ____ in. to ____ in.	R. ____ in. to ____ in.
	L. ____ in. to ____ in.	L. ____ in. to ____ in.

Evidence of disease or injury: Right No Left No

Color vision Good Method of testing color vision Lights.

2. **Ears:** (Consider denominators indicated here as normal. Record as numerators the actual distance heard.) Ordinary conversation: Right ear— 20/20 ft. ✓ Left ear— 20/20 ft. Evidence of disease or injury: Right ear No Left ear No

3. **Nose, sinus disease, etc**

4. **Mouth and throat** ✓

5. **Gastro-intestinal** ✓

6. **Thyroid** (especially in women) ✓

7. **Heart and blood vessels** ✓

Is organic heart disease present? ✓ If organic heart disease is present, is it fully compensated?

8. **Lungs:** Right ✓ Left ✓

History of tuberculosis? No ✓ If so, has the disease been arrested for at least 1 year?

9. **Hernia** ✓

(If present, name variety: Inguinal, ventral, femoral, etc.; read definition on reverse before answering)

If present, is it supported by a well-fitting truss?

10. **Varicose veins** ✓

(If present, state location and degree)

Varicocele (*see note 10 on reverse side*) ✓

11. **Feet:** Is flat foot present? No ✓ Degree of impairment of function

(None, slight, moderate, severe)

12. **Deformities, atrophies, and other abnormalities, diseases, or defects not included above**

None

13. **Scars of serious injury or disease** None ✓

14. **Nervous system** (*see note 14 on reverse side*) ✓

15. (*a*) **Urinalysis** (*see reverse side*) ✓ (*b*) **Venereal disease** None ✓

16. Obtain from applicant statement of disabilities, past and present, give diagnosis and your comments under appropriate heading above or under "Remarks" on back of this sheet.

17. Does Veterans Administration recognize service-connected disability in this case? No ✓ If "yes," cover in your comments.
(Yes or no)

This certificate is to be returned to the official of the U. S. Civil Service Commission requesting the examination

16—1066

[OVER]

The aim of the Executive order of September 4, 1924, under which this examination is made, is to obtain information as to the physical condition of appointees to the classified civil service with a view to promoting efficiency and minimizing accidents and claims under United States employees' compensation laws.

Notes for Examining Physician

WEIGHT.—Males, without clothing, and also in ordinary clothing without overcoat or hat (weigh twice); females, clothed, but without wrap or hat. If overweight, state whether due to bone and muscle or to fat.

HEIGHT.—Without boots or shoes; observe that no appliances are used to increase.

The examination should include the following observations:

1. **Eyes.**—Ptosis; discharge; corneal scar; pterygium. In recording distant vision consider 20 feet as normal and report all vision as a fraction with 20 feet as numerator and the smallest type read at 20 feet as denominator. If glasses are used, record for each eye the finding with and without glasses. Near vision must be reported. In testing vision without glasses the applicant or appointee should be instructed to *remove the glasses at least one-half hour before testing uncorrected vision.*

2. **Ears.**—Evidence of middle ear or mastoid disease; condition of drums; discharge. In recording hearing, record 20 feet as normal distance for conversational voice and record deviation from normal as fraction with 20 as denominator and actual distance as numerator.

3. **Nose.**—Ability to blow through each nostril. If free, a speculum examination would not be indicated.

4. **Mouth and throat.**—Missing teeth, pyorrhea; tonsils, hypertrophy or disease.

5. **Gastro-intestinal.**—Ulcers, inflammations, etc.

6. **Thyroid.**—Presence of tumor in neck and tremor, exophthalmos; nervous high-strung disposition, especially in women.

7. **Heart.**—Murmurs. State whether functional or organic. If valvular disease exists, state whether or not it is fully compensated. Arteriosclerosis.

8. **Lungs.**—It is necessary that the auscultatory cough be used. If tuberculosis is present, state whether active or arrested; if arrested, state your opinion as to how long it has been quiescent. Sputum to be examined for tubercle bacilli in all suspected cases.

9. **Hernia.**—Give details as to size, location, etc., and whether well-fitting truss is worn. Inguinal hernia exists when ring is enlarged and on coughing visceral impulse is felt which follows the finger on withdrawal.

10. **Varicocele.**—If varicocele is present, state approximate size—e. g., size of walnut, lemon, etc.

11. Flat foot of such a nature as to incapacitate or become aggravated by work or be alleged later to have been caused by accident or occupation. By "flat foot," as used in this form, is meant a *weak* foot with impaired function, the term being equivalent to "fallen or misplaced arch," an abnormal condition. Impairment of function is the point to be noted. An anatomically flat foot, but strong, is not disqualifying.

12 and 13. Scars, deformities, atrophies, and paralyses should be noted, but it is not important that small insignificant scars or blemishes which might be referred to as marks of identification be recorded.

14. This entry should include symptoms and full history of any mental or nervous abnormality.

15. Urinalysis to be made in case of persons over 40, and in all cases where arteriosclerosis, nephritis, or diabetes is suspected.

Record of urinalysis, if made: Sp. gr. 1022 Albumen 0 Sugar 0 Casts 0

Blood pressure: Mm. Hg. systolic 128 Mm. Hg. diastolic 82

If tachycardia is present, give pulse rate: Sitting 72 Immediately after exercise ____ Two minutes after exercise ____ Cardiac reserve ____ (Good, fair, or poor)

I have found this applicant abnormal under the following headings: None.

In my opinion, applicant is capable of performing duties involving arduous (Arduous, moderate, or light) physical exertion.

REMARKS: ____

(*Signature of applicant*) Hugh L. J. Cook.

(This space to be filled in, as a matter of identification, by the applicant in own hand writing, and in ink, in the presence of the physician)

13240 Euclid Ave (Place of examination)

May - 21 - 1942 (Date of examination)

The examining physician must be in the Federal service

Harry A Nash, M. D. (Signature of examining physician)

(Title, and branch of Federal medical service)

Full time? ____ Part time? ____ Fee paid? 5.00

The personnel officer should fill in the blanks below before sending this form to the Commission for action

To be appointed in ____ (Department) ____ (Bureau)

Title of position ____

Type of appointment (check): ☐ Original appointment ☐ Transfer ☐ Reinstatement ☐ Classification

Number of certificate upon which applicant's name appears (to be given in case of original appointment) ____

U. S. GOVERNMENT PRINTING OFFICE 16—1066

...form *must* be executed by the appointee before ...ters on duty. It must then be forwarded promptly to the CI... SERVICE OFFICE which certified the appointee's ... The Department Officer before whom the certificate is m... must sign the statement on the reverse of this sheet.

Form 124b—Field
December 1940

Appointing officer:
Please check below respecting this appointment.
..... Permanent
..... Reinstatement

UNITED STATES CIVIL SERVICE COMMISSION

Coast Guard
(Branch of service or department)

Cleveland, Ohio
C
(Name of city) (State)

DECLARATION OF APPOINTEE

ATTENTION IS DIRECTED TO THE PROVISIONS OF LAW AS QUOTED ON ATTACHED FORM. False personation in an examination is a criminal offense, and will be prosecuted accordingly. Appointee will retain attached form. (Every question *must* be answered.)

1. Name Hugh J. Cook
(Furnish one given name, initial or initials, if any, and surname)
2. (a) Place of birth Roslyn, New York (b) Date of birth Oct. 7, 1907.
(Month, day, and year)
(c) Are you a citizen of the United States? Yes
(Yes or no)
3. If foreign-born, give the information requested below:
(a) Date of arrival in the United States ..... (b) Port of entry ..... (c) Name of ship .....
(d) If naturalized: (1) Under what name naturalized? ..... (2) When? .....
(3) Where naturalized (name and location of court)? ..... (4) Certificate of citizenship number .....
(e) If naturalized through parent: (1) Under what name was parent naturalized? .....
(2) When was parent naturalized? .....
(3) Where was parent naturalized (name and location of court)? .....
(4) Parent's certificate of citizenship number .....
(f) If naturalized through marriage: (1) Under what name was husband naturalized? .....
(2) When was husband naturalized? ..... (3) Where was husband naturalized (name and location of court)? ..... (4) Husband's certificate of citizenship number .....
4. (a) Name of father Hugh Cook
(b) Address (if living) Not living
(c) Place and date of birth Nuckolls County, Nebraska. Dec. 26, 1876.
5. (a) Maiden name of mother Millicent Helen McDill
(b) Address (if living) 2591 Shaker Rd., Cleveland Hts., Ohio.
(c) Place and date of birth Lincoln, Nebraska. May 25, 1883.
6. From what examination are you being appointed? Nurse
(Title)
7. To what position are you being appointed? .....
8. Are any members of your family or relatives (either blood or by marriage) in *any* part of the service of the United States (executive, judicial, legislative, military, or naval)? Answer "Yes" or "No" Yes If so, fill in the following blanks stating, under "Relationship," whether the connection is by blood or marriage. (See sec. I of attached form.) If additional space is necessary, attach a sheet.

Name	Post-office Address (Give street number, if any)	Position and Department or Office in Which Employed	Relationship	Married or Single
Richard W. Cook	616 West View Philadelphia, Pa	Position ..... Department or office Ordinance	Brother	Married
		Position ..... Department or office		
		Position ..... Department or office		

9. Were any of the above-named persons appointed to the Government service after you made your application for this position? No If so, give the name of each such person and state whether he is living in the same house with you .....
10. What is your present address (give street and number, city, and State)? 1733 Burgess Rd., Cleveland, Ohio. How long have you resided at this address? .....
11. (a) Are you holding any position or office under the United States or under any State, Territory, county, or municipality? No
(Yes or no)
(b) If so, state the place, position, and salary .....
(c) Are you willing to resign such position or office, upon appointment in the Federal Government, if it becomes necessary to do so in order to hold the Federal position? .....
(Yes or no)

16—19678

[OVER]

12. (*a*) Have you served in any branch of the military or naval service of the United States at any time? NO (Yes or no)

If so, state service _____

(*b*) If discharged, state under what conditions _____

13. Have you been retired from (*a*) U. S. Government service? NO (Honorable, dishonorable, inaptitude, etc.) (*b*) District of Columbia government? NO

(*c*) U. S. military or naval service? NO If so, state whether for age, length of service, or disability _____

_____ Amount of retirement pay _____ Rank when retired from military or naval service _____

_____

14. Have you been discharged for cause or have you resigned *any* position under compulsion since filing your application for this position? NO (Yes or no) If so, attach a sheet giving the date, place, employer's name and address, and the reason for the discharge or forced resignation in each case.

15. Have you ever been arrested or fined, or convicted of any offense? NO (Yes or no) If so, attach a sheet and give full details showing dates, places, and nature of offenses, and the manner in which all charges have been disposed of that are not still pending. (Your answer should include *all* felonies and *all* misdemeanors.)

16. Have you ever been barred from a U. S. civil-service examination? NO (Yes or no) If so, when and for what reason? _____

_____

17. Have you paid or offered or promised to pay any money or any other thing of value to any person, firm, or corporation for the use of influence to procure your appointment? NO (Yes or no)

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

19. Will you inform yourself of and observe the provisions of the civil-service law and rules and Executive orders concerning political activity, political coercion, political assessments, use of influence to secure promotion, etc., as quoted on the attached form? Yes

---

I hereby certify that the answers to the foregoing questions are true in every particular.

Date May 21, 1942

Hugh J. Cook
(Signature of appointee—Must correspond exactly with name given in answer to question 1)

APPOINTING OFFICER BEFORE WHOM THE FOREGOING CERTIFICATE IS MADE:

Before appointment is further considered this form must be submitted to the appropriate civil-service office for approval *if*—

(1) *Citizenship.*—Answer to question 2 (*a*) hereon shows foreign birth, while answer to similar question in the application shows birth in the United States.

(2) *Age.*—Discrepancy exists between the answer given to question 2 (*b*) hereon and that given to the corresponding question in the application, and if questioning of the applicant (in the manner described in Departmental Circular No. 195) either substantiates doubt as to eligibility or indicates willful misrepresentation. (This instruction applies only in probationary appointments.)

(3) *Members of family.*—Answer to question 8 hereon includes the names of two or more persons at the same address as the appointee.

(4) The appointee holds any State, Territorial, county, or municipal office or position, whether by election or appointment, in possible contravention of the Executive orders of January 17 and 28, 1873, and does not agree to resign such position or office if necessary. (See Civil Service Commission Form 1236 quoting these orders and listing *exceptions* thereto.) (See applicant's answer to questions 11 (*a*), (*b*), and (*c*).)

If the appointee's answer to question 18 is "Yes," he cannot be given appointment.

Please fill in and sign the following in connection with *probationary appointment.*

Have you, for purposes of identification and to prevent impersonation—

(1) Questioned the appointee on his personal history for agreement with his application statements? _____

(2) Checked the appointee's personal and physical appearance for agreement with his medical certificate and descriptions given in preliminary and declaration sheet? _____

(3) Checked the appointee's signature and handwriting in this form with that in the examination papers and application? _____

The above certificate was executed before me, in his own handwriting, by the identical person who has reported for assignment to duty. The appointee has been identified satisfactorily by the method described in Departmental Circular No. 195.

_____
(Officer's signature)

_____
(Official title)

This is to be signed by a field officer of the department or bureau to which the appointee belongs, not by a notary public, and does not need to be sworn to.

U. S. GOVERNMENT PRINTING OFFICE 16—10678

16 March 1950
(PC-6)
CG-75

Mr. Hugh Cook
600 E. Spruce Street
Sault Ste. Marie, Michigan

Dear Sir:

Reference is made to your letter of 7 March 1950, in which you requested "that my records be checked to determine whether or not my retirement pay is based on my gross pay or my net pay (after rent deduction was made)".

The records of this office indicate that your retired pay was computed on the gross basis. Therefore, there is no additional compensation due you.

By direction of the Commandant:

Very truly yours,

H. L. MORGAN
Chief, Civilian Personnel Division

Higgins:nmb
Return to: 3-2 nmb JJH

Mailed: 3-16-50 LEH

3-2
Mr Higgins

600 E. Spruce Street
Sault Ste.Marie,Michigan
March 7, 1950

1-1-48
Ret. as Lt att.
Lt on Lt payroll

Commandant
U.S.Coast Guard
Washington 25, D.C.

Dear Sir:

Reference is made to the Comptroller General's Decision of October 23, 1947, (B-70029), pertaining to retirement pay based on retired personnel's gross pay rather than his net pay prior to discharge.

Inasmuch as every month during the last five years of my service, $20 was deducted for "rent" purposes, I request that my records be checked to determine whether or not my retirement pay is based on my gross pay or my net pay (after the rent deduction was made).

Please check this matter and advise me; and if I am currently receiving retirement pay based on my net pay rather than my gross pay, please take action to adjust my account, pay me all back moneys due me, and to correct my future payments.

Your early attention to this inquiry will be greatly appreciated.

Yours sincerely,

Hugh Cook

HUGH COOK
Coast Guard-102 716

RECEIVED
MAR 7 1950
Veterans Administration
Contact Division
Sault Ste. Marie, Mich.

(PC)

11 October, 1949
CG-75

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

Dear Sir:

Reference is made to your letter of 5 October 1949 transmitting the claim of Mr. Hugh Cook, 600 East Spruce Street, Sault Ste. Marie, Michigan, for the difference between retirement pay received based on net salary and that alleged to be due based on gross salary, as a former employee of the U. S. Coast Guard.

The records of this office indicate that Mr. Cook was retired from the Coast Guard because of physical disability on 30 June 1948 under the provisions of the Lighthouse Retirement Act of 20 June 1918 as amended. Inasmuch as this was subsequent to 23 October 1947, the date of the Comptroller General's decision, B-70029, his retired pay was computed on the gross basis as provided in that decision.

In view of the foregoing there is no basis for Mr. Cook's claim and it is returned herewith.

By direction of the Commandant:

Very truly yours

G. R. LANSDALE
Acting Chief, Civilian Personnel Division

JJH:dtc JJH

DATE MAILED: 10/12/49

GENERAL ACCOUNTING OFFICE

WASHINGTON 25

October 5, 1949

CLAIMS DIVISION

IN REPLY PLEASE QUOTE

Misc-Z-165308-HHM

3-2
Mr. Higgins

Treasury Department,
United States Coast Guard,
Washington 25, D. C.

Sirs:

Transmitted herewith for administrative examination and report is the claim of Hugh Cook, 600 East Spruce Street, Sault Ste Marie, Michigan, for the difference between retirement pay received based on net salary and that alleged to be due based on gross salary, as a former employee of the United States Lighthouse Service.

In connection therewith, it is requested that this office be furnished with copies of claimant's appointment, promotions, or any other personnel action taken while he was in a pay status for the five year period immediately prior to the date he became separated from the service and placed on retirement, together with a copy of his notice of retirement, showing the date retired and last day of duty.

It is also requested that a payroll voucher be furnished, showing the basis on which his retirement pay was computed and the amount he would have received if his retirement pay had been based on his gross salary, together with any other pertinent facts relative thereto. The payroll voucher should include complete citation to the appropriation or appropriations from which paid, from the beginning of his retirement through June 30, 1947.

The enclosure should be returned with your report.

Respectfully,

P. E. Sours,
Chief of Section.

By: G. Schaffert

Enclosure.

UNITED STATES COAST GUARD

ADDRESS REPLY TO
DISTRICT COAST GUARD OFFICER
NINTH NAVAL DISTRICT
REFER TO FILE:

CLEVELAND 15, OHIO



16 November, 1948
File: fd 75

From: Commander, 9th CG District
To: Commandant (PCP-6)

Subj: Retirement of Hugh Cook, Light Attendant, Little Rapids Cut Lt. Att. Sta., Michigan

1. With reference to Headquarters' letter dated 23 July, 1948, File PCP-6, CG-75, the following information relative to the subject named employee is submitted:

Paid for the last (final) active duty on payroll for pay period 27 June to 10 July, 1948, D. O. Voucher No. 416-449, settled in the accounts of Paul D. Banning, Chief Disbursing Officer, 1379, as follows:

Payment for 3 days pay for 27 June through 30 June, 1948, @ $2394.00# (# includes $240.00 quarters per annum) per annum. . . . . $27.62 Gross Pay
(not entitled to night differential)
Less: Tax. $0.00
Quarters. . . 2.77 2.77 Deductions
$24.85 Net Pay

Paid for lump-sum for 103 days annual leave from 7-1-48 through 11-26-48, including payment for 4 holidays, 7-5-48, 9-6-48, 11-11-48, and 11-25-48, occurring in period of leave, on payroll for pay period 25 July to 7 August, 1948, D. O. Voucher No. 416-2012, settled in the accounts of Paul D. Banning, Chief Disbursing Officer, 1379. . $985.22 Gross
Less tax (figured on aggregate of last salary payment and lump-sum payment, total tax $120.62 of which none was deducted on last payment, entire tax deducted here 120.62 Tax
$864.60 Net

2. Subject named man's total taxable income for the calendar year 1948 to and including the last day for which carried on active duty pay, and including lump-sum payment for annual leave was $2267.74 on which $120.62 was withheld for taxes, Withholding Statement--1948, Form W-2, for same having been furnished to him.

P. R. THOMPSON
By direction

3-2
file 75
sat

29 July 1948
FA-PA 75

From: Commandant
To: Hugh Cook, Lt. Att. Retired,
600 East Spruce Street
Saulte Ste. Marie, Michigan

Subj: Retired pay: payment of

1. Having been transferred to the retired list of the former Lighthouse Service, Coast Guard, effective 1 July, 1948, in accordance with Department letter dated 16 July, 1948, your pay accounts will henceforth be carried at Headquarters.

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

M. C. REDFORD
By direction

Incls:
1. Form W-4 Employee's Withholding
Exemption Certificate
2. Form N.C.G. 9671-B (Letter of instructions)

UNITED STATES COAST GUARD

WASHINGTON 25, D. C.

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

23 July, 1948

From: Commandant
To: Commander, 9th Coast Guard District (pc)

Subj: Retirement of Hugh Cook, Light Attendant, Little Rapids Cut Lt. Att. Sta., Michigan

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

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

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

H. L. MORGAN
By direction

Incl
Form 2249, Department Notice of Retirement

7/23/48

A-5421 8817

DE[illegible] STOCK FORM 2249
RE[illegible]12-45

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

1

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date: 7-16-48

Name: Cook, Hugh (Mr.)

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

Nature of Recommendation: Retirement (Disability) (Lump-sum payment made for 103 days annual leave from 7-1-48 through 11-26-48)

Effective: Close 6-30-48

	FROM 09-546	TO
Position	Light Attendant	(Lump-sum payment made at
Grade	Range $2093.04-2544.48	$2394.00 per annum)
Salary	$2394.00 pa incl $240 pa Qtrs.	
C. S. C. No.		
Bureau or Div.	U. S. Coast Guard	
Organizational Subdivisions		
Headquarters	Cleveland, Ohio	
Post of Duty	Little Rapids Cut Lt.Att.Sta.,	
Appropriation	S&E, CG 1948(Civ.Emp.) Mich.	
Allotment		

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

Remarks:

Annual rate of retired pay is $1470.90.

Justification:

Total Service: 36 years, 8 months, 20 days.

Computation: ($1961.21 x 30.0000 ÷ 40) = $1470.90.

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

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

DATE APPROVED: [illegible]

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 7-10-1889

LEGAL RESIDENCE: Michigan

SEX: Male

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

VETERAN'S PREFERENCE INFORMATION: Preference

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

DATE OF OATH

[illegible]lb

OFFICIAL PERSONNEL FILE

JUL 20 1948

[illegible]TENTED

N. C. G. 2521
(Rev. May 1943)

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on N. C. G. 2523)

Date 14 June 1948

~~District Coast Guard Officer, Naval District,~~
Commander, 9th Coast Guard District
Cleveland, Ohio
(City)

I hereby apply for retirement from active duty effective at close 30 June, 1948 on the basis of service shown hereon.

ADDRESS AFTER RETIREMENT:
1000 East Spruce Street
Sault Ste. Marie,
Michigan.

Hugh Cook
(Name)
Light Attendant, Little Rapids Cut
Light Attendant Station, Michigan
(Designation)

OFFICE OF COMMANDER, 9TH COAST GUARD DISTRICT
~~OFFICE OF THE DISTRICT COAST GUARD OFFICER,~~
~~NAVAL DISTRICT~~

City Cleveland, Ohio *Date* 21 June, 1948

Submitted to the Commandant, U. S. Coast Guard, recommending retirement at $1,470.90 per annum, effective at the close of 30 June, 1948

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. Inclosed is statement of leave account. It is recommended that position No. 09-546 be abolished inasmuch as vacancy will be filled through assignment of an enlisted man.

R. M. WARNER
~~COMMANDING OFFICER~~
By direction

FOR USE OF DEPARTMENT

16—35893-1

Name Hugh Cook Date of birth July 10, 1889

Designation Light Attendant, Little Rapids Cut, Michigan Separated 6-24-48

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	Yrs.	Mos.	Days
~~Army~~ U. S. Coast Guard	4	1	1906	4	20	1928	17	6	10 *
Navy		(Broken service 4 Sep 17-6-10 verified with Enlisted Records)							
Marine Corps									
Civilian employment									
Com-LHS-Detroit, Mich.	4	19	1929	5	18	1929	0	1	0
do	5	21	1929	6	30	1939	10	1	10
Treas-CG-Cleveland, Ohio	7	1	1939	10	31	1941	2	4	0
Navy-CG-Cleveland, Ohio	11	1	1941	12	31	1945	4	2	0
Treas-CG-Cleveland, Ohio	1	1	1946	6	30	1948	2	6	0
Total service							36	8	20

* Total net service for pay purposes; taken from Honorable Discharge, A-3239, U. S. Coast Guard, dated 4-20-48.

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

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

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

If so, state the compensation received

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

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

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
Keeper	7	1	1943	9	30	1944	1-3	$1560.00-A	$1950.00
Keeper	10	1	1944	6	30	1945	9	1620.00-A	1215.00
Keeper	7	1	1945	10	6	1945	3-6	1902.00-A	512.05
Keeper	10	7	1945	6	30	1946	8-24	1968.00-A	1438.11
Keeper	7	1	1946	10	19	1946	3-19	2243.52-A	690.24
Keeper	10	20	1946	11	1	1947	1-0-11	2318.76-A	2407.86
eeper & Lt.Attdt.	11	2	1947	6	30	1948	7-29	2394.00-A	1592.81

Total compensation for last five years of active service $9,806.07

Average compensation for last five years of active service 1,961.21

Annual rate of retired pay ($ 1961.21 × years 30 (Not exceeding 30) ÷ 40) = $1,470.90

JJH

U. S. GOVERNMENT PRINTING OFFICE 16—85893-1

Retirement Disability effective 30 June, 1948. Paid in lump sum for 103 days annual leave from 7-1-48 through 11-26-48. JJH

COOK, Hugh
Light Attendant
Little Rapids Cut Light Attendant Station, Michigan

Retirement (Disability) close 6-30-48

	D	H
Accumulated Annual Leave 1-1-48	90	0
Current Accrued Annual Leave to close 6-30-48	13	0
Total	103	0
Used 1-1-48 through 6-30-48	0	0
Annual leave credit close 6-30-48	103	0
Lump sum payment due for accrued annual leave from 7-1-48 through 11-26-48 including pay for four (4) holidays 7-5, 9-6, 11-11, and 11-25	103	0
	0	0

Number of hours established as the weekly tour of duty: 40

SICK LEAVE

Accumulated 6-1-48	90	0
Charged 6-14-48 through 6-30-48	13	0
Balance	77	0

STANDARD FORM NO. 64

3-2

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Civilian Personnel Division DATE: 25 June, 1948

FROM : Chief, Medical Division

SUBJECT: COOK, Hugh, Light Attendant; retirement; recommendation

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

T. LE BLANC
By direction

Born July 10, 1889
Retires 36 years service.

Form 2523
TREASURY DEPARTMENT
U. S. COAST GUARD

CERTIFICATE OF MEDICAL EXAMINATION, DISABILITY RETIREMENT, CIVILIAN PERSONNEL

(Act of March 4, 1925)

NAME OF CLAIMANT Hugh Cook DESIGNATION Light Attendant

Little Rapids Cut Light Attendant Station, Michigan

Height 71 1/2 Weight 215 pounds. Complexion Fair

Color of eyes Blue Color of hair White

Here give a complete personal description, together with permanent marks and scars other than those described below in physical examination: Scar 1/2" bridge of nose. 1/2" scar anterior surface left knee

Description of duties of position (to be filled in by district commander): Services minor fixed and floating aids to navigation in the St. Marys River area and operates a small boat in conjunction therewith. This work involves considerable climbing on range and crib lights in connection with the maintenance and repair of aids to navigation.

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: Pt. states he has had arthritis for six years, it has prevented his proper care of job because of painful joints.

PHYSICAL EXAMINATION

Visual acuity (uncorrected): R. E. 20/ 100 L. E. 20/ 100

With correction in spectacles: R. E. 20/ 50 L. E. 20/ 100

Accommodation: Reads Jaeger No. O.D. A.M.A. 14/84 - 38.4%. at 14 inches, without correction. — Corrected to 14/42 - 69.9%

Reads Jaeger No. O.S. A.M.A. 14/112 - 28.6% at 14 inches, with correction. — Corrected to 14/42 - 69.9%

Central color vision (binocular) Normal (Name method used) Ishihara

Inspection Normal

Pupils Equal Pupillary reaction L & A.

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

Appearance of right drum Intact., left drum Intact.

Is there any disease of the middle or internal ear or mastoid? NO If so, specify ....:

[OVER]

16—17606

Condition of nose and sinuses No obstruction

Condition of mouth and throat, including tonsils and teeth Tonsils small - imbedded Teeth - should be removed

Bones, joints, muscles, including atrophies Motion limited right shoulder, left knee
(Express limitation of motion, if any, in degrees and joint involved)

Respiratory system Clear

Cardiovascular system:

(a) Heart Normal rate, rhythm, size - S percuss

(1) Murmurs None (2) Arrhythmias None

(b) Pulse rate: (1) Sitting 84 (2) After exercise 122 (3) 2 minutes after exercise 90

(c) Blood pressure: (1) Sitting—Syst. 122 Diast. 90 (2) After ex.—Syst. 134 Diast. 100

(d) Condition of blood vessels Good

Evidence of thyroid or other endocrine disturbance None

Abdomen and gastro-intestinal system, including hernia Normal

Genito-urinary system:

Urinalysis—Sp. gr. 1.024 Reaction Acid Albumin 0 Sugar 0

Sediment microscopic (required when albumin or sugar is found) —

Reflexes, motor disturbances, etc.:

(a) Station Good (e) Gait Good

(b) Tremor None (f) Coordination Good

(c) Patellar reflexes Normal, reduced (g) Peripheral circulation good

(d) Other motor disturbances Limitation due to pain - not deformity

Alcohol 0 Drugs 0 Syphilis 0 Epilepsy 0

Other neurological findings Normal

General impression Chronic arthritis

Here describe fully nature of disability: Arthritis involving knees, ankles, shoulders, hands, elbows. No limitation except left knee & right shoulder. No deformity - swelling hands recurrent. Not present at present examination.

Is disability to perform duty of a permanent character? Yes

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

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

The examining physician must be in the Federal Service

Sault Ste. Marie, Mich. (Place of examination) — C. D. McLaren (Examining surgeon)

6-14-48 (Date) — AA Surgeon USPHS. (Title and branch of medical service)

U. S. GOVERNMENT PRINTING OFFICE 16—17006

14 July, 1948
(PC-6) CC-75

From: Commandant
To: Commander, 9th CG District

Subj: Hugh Cook, Light Attendant; disability retirement of

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

G. R. LANSDALE
By direction

HIGGINS:fs JJH

Date Mailed: 7/14/48

FES

DEPT. STOCK FORM 2249
REV. 12-45

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 3 1

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL Date 3-9-48

Name: Cook, Hugh (Mr.)

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

Nature of Recommendation

Reassignment

Effective: 3-21-48

	FROM 09-546	TO 09-546
Position	Keeper	Light Attendant
Grade	Class 1-a&d($2093.04-2544.48)	Range $2093.04-2544.48
Salary	$2394.00 pa incl $240 pa Qtrs.	$2394.00 pa incl $240 pa Qtrs
C. S. C. No.		
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters	Cleveland, Ohio	Cleveland, Ohio Sta.,Mich.
Post of Duty	Little Rapids Cut Lt.Sta.,Mich.	Little Rapids Cut Lt.Attdt./
Appropriation	S&E, CG 1948 (Civ.Emp.)	S&E, CG 1948 (Civ.Emp.)
Allotment		
	FIELD [X] DEPRTMTL. [ ]	FIELD [X] DEPRTMTL. [ ]

Remarks:

Subject to post audit.

Justification:

This position is in lieu of the Keeper (#09-546) position previously occupied by Mr. Cook.

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

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

elb

OFFICIAL PERSONNEL FILE

[ ] PATENTED

MAR 10 1948

DATE APPROVED [illegible]

CIVIL SERVICE OR OTHER LEGAL AUTHORITY
CS Reg 8.103 (a)

APPROPRIATION
Regular

DATE OF BIRTH
7-10-1889

LEGAL RESIDENCE
Michigan

SEX
Male

NATURE OF POSITION

NEW	ADDTL. IDENT.
*	
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

VETERAN'S PREFERENCE INFORMATION
Preference

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

DATE OF OATH

PERSONNEL RECOMMENDATION
UNITED STATES COAST GUARD
NAVCG-2660-REV.2-48

3-9-48

TO: COMMANDANT, UNITED STATES COAST GUARD (PC) CS Reg 8.103(a)

FROM (Recommending Office)	LOCATION	DATE
Commander, 9th CG District	Cleveland, Ohio	5 February, 1948

NATURE OF RECOMMENDATION: ~~Change in designation~~ Reassignment

NAME (Last, First, Middle Initial)	LEGAL RESIDENCE	DATE OF BIRTH	VET'S. PREF.?
COOK, Hugh	Michigan	7-10-89	Yes

	FROM	TO
POSITION & NUMBER	Keeper 09-546	Light Attendant 09-546
GRADE OR RANGE & PAY	~~($2093.04-2544.48,)~~ $2394.00 p.a.	$2093.04-2544.48, $2394.00 p.a.
VALUATION OF QUARTERS	$240 per annum	$240 per annum
APPROPRIATION	Sal & Exp., CG 1948 (Civ.Emp)	Sal & Exp., CG 1948 (Civ.Emp)
STATION	Little Rapids Cut Lt.Sta., Mich.	Little Rapids Cut Lt.Attdt.Sta., Mich.
OFFICE	Cleveland, Ohio	Cleveland, Ohio
DIVISION		
SECTION		

PROPOSED EFFECTIVE DATE: 3-21-48 Date of HQ approval

☐ THE ACTUAL DATE OF ENTRANCE ON DUTY
☐ AS SOON THEREAFTER AS HE ENTERS ON DUTY

POSITION CLASSIFICATION OR JOB DATA

☐ NEW POSITION

☐ VICE _____ _____ _____
(Previous Incumbent) (J.C.S.#-IVb Only) (Date & Number Vacated)

☐ NEW POSITION, OR JOB, IN LIEU OF _____ _____ _____
(Position or Job Superseded) (Incumbent) (J.C.S.#-IVb Only)

☐ ADDITIONAL IDENTICAL _____ _____
(Name of Employee) (J.C.S.# of Position to Which Identical-IVb Only)

REMARKS: This action is to cover change in designation from Keeper to Light Attendant. This employee services various minor aids consisting of 38 fixed aids and 23 floating aids in the St. Mary's River area and operates a small boat in conjunction therewith, requiring his full time personal services, but not continuous watching. In accordance with Operating Shore Facilities, fiscal year 1948, the station is designated as Little Rapids Cut Light Attendant Station. Action proposed will not exceed authorized ceiling and funds previously allotted are adequate.

Certified as required in instruction 6:

H. M. WARNER
By direction
(Signature of Recommending Officer)

STANDARD FORM 84
Promulgated August 4, 1947, by Civil Service Commission

REQUEST FOR REPORT ON LOYALTY DATA

THIS FORM TO BE USED FOR INCUMBENT EMPLOYEES AND EXCEPTED EMPLOYEES WHERE INVESTIGATION IS CONDUCTED BY AGENCY (Part VI—Executive Order 9835)

To: The Federal Bureau of Investigation, Washington 25, D. C.

The following information is furnished for identification purposes on the person named below. Kindly furnish a report on any derogatory loyalty information contained in your files. (The fingerprints of this person are attached.)

1. FULL NAME (initials and abridgements of full name are not acceptable)	(Surname)	(Given name)	(Middle or other names)
	COOK	Hugh	(n)

2. ALIASES AND NICKNAMES: None

3. DATE OF THIS REQUEST: 10-24-47

4. SPECIAL NUMBERS KNOWN TO REQUESTING AGENCY (FBI number or FBI file number, passport number, Army or Navy serial number, seaman's certificate of identification, alien registration number, Social Security number, etc. Specify which): None

5. PLACE OF BIRTH	6. DATE OF BIRTH	7. TITLE OF POSITION, OCCUPATION OR PROFESSION
Allen Park, Ontario	July 10, 1889	Lightkeeper

8. SEX: [X] MALE [ ] FEMALE

9. MARITAL STATUS: [ ] SINGLE [X] MARRIED

10. IF MARRIED, GIVE SPOUSE'S FULL NAME, AND DATE AND PLACE OF BIRTH: Ruebina Cook; Neebish Island, Mich., Aug. 28,1900

11. ORGANIZATIONS WITH WHICH AFFILIATED OTHER THAN RELIGIOUS OR POLITICAL ORGANIZATIONS OR THOSE WHICH SHOW RELIGIOUS OR POLITICAL AFFILIATIONS: None

12. DATES AND PLACES OF RESIDENCE FOR THE LAST 10 YEARS

Date	*Street*	*City*	*State*
1936-1942		Neebish Island	Michigan
1942-1947	Little Rapids Cut Light Station,	Soo,	Michigan

13. DATES, NAMES AND ADDRESSES OF EMPLOYERS FOR THE LAST 10 YEARS

Date	*Employer*	*Address*	
1936-1939	Lighthouse Service	Neebish Island	Michigan
1939-1947	U.S.Coast Guard	Soo	Michigan

14. THIS AGENCY HAS LOYALTY INFORMATION REPORT(S) FURNISHED BY THE AGENCIES INDICATED BELOW:

AGENCY WHICH MADE THE LOYALTY REPORT	DATE OF REPORT	REMARKS
NONE		

15. THIS SPACE RESERVED FOR RETURN REPORT TO AGENCY WHERE NO DEROGATORY INFORMATION IS DEVELOPED

NO DISLOYAL DATA
FBI
JAN 31 1948

16. NAME AND ADDRESS OF REQUESTING AGENCY

TREASURY DEPARTMENT
6-09
Washington, 25 D.C.

SEE REVERSE FOR REPORT ON CASES WHERE DEROGATORY INFORMATION WAS DEVELOPED

☆ U. S. GOVERNMENT PRINTING OFFICE: 1947-751890

DEPT. STOCK FORM 2249
REV. 12-45

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PERSONNEL RECOMMENDATION

186887

TO DIRECTOR OF PERSONNEL Date 18 October, 1946

Name: COOK, Hugh (Mr.)

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

Nature of Recommendation

Administrative Pay Increase

Effective: 20 October, 1946

	FROM 567	TO 567
Position		Keeper
Grade	Class 1-a&d($2093.04-2544.48)	Class 1-a&d($2093.04-2544.48)
Salary	$2243.52 pa.incl.$240 pa.Qtrs.	$2318.76 pa.incl.$240 pa.Qtrs.
C. S. C. No.		
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Cleveland, Ohio
Post of Duty		Little Rapids Cut Lt.Sta.Mich.
Appropriation		Civilian Employees, C. G.
Allotment		

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

Remarks: You are hereby granted a one-step increase in rate of compensation.

Justification:

Position: Permanent
Last Increase: Promotion,10-7-45,$1902-$1968
Conduct and Service: Satisfactory
Efficiency Rating: Very Good.

NOV 5 1946

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

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

OCT 15 1946 OFFICIAL PERSONNEL FILE

PATENTED

DATE APPROVED BY THE SECRETARY
10-18-46

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION
Regular

DATE OF BIRTH
7-10-1889

LEGAL RESIDENCE
Michigan

SEX
Male

NATURE OF POSITION
NEW | ADDTL. IDENT.

VICE VACANCY | VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

VETERAN'S PREFERENCE INFORMATION
Preference

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

DATE OF OATH

PAY ADJUSTMENTS FOR KEEPERS, LIGHT ATTENDANTS AND
VESSEL EMPLOYEES EFFECTIVE July 1, 1946, IN ACCORDANCE
WITH TREASURY DEPARTMENT APPROVAL OF June 25, 1946

CLEVELAND DISTRICT

KEEPERS (Cont'd)

Name	No.	Station	Class	From			To		
				Range	Pay	Qtrs.	Range	Pay	Qtrs.
BYTTYLE, Edward W.	# 537	Eagle Hbr., Mich.	4	$1902-2298	$2166	$240	$2168.28-2619.72	$2469.24	$2[redacted]
CAIN, Allen	992	Grand Traverse, Mich.	4-1	1704-2100	1968	240	1954-2394	2243.52	240
CAMPBELL, John P.	1042	Old Mackinac Point, Mich.	4-R-1	1770-2166	2034	240	2020-2469.24	2318.76	240
CARPENTER, Peter C.	508	Alpena, Mich.	3	1836-2232	2034	240	2093.04-2544.48	2318.76	240
COLLINS, James E.	557	Huron Is., Mich.	4-a	2034-2430	2364	60	2318.76-2770.20	2694.96	60
COOK, Hugh	567	Little Rapids Cut, Mich.	1-a&d	1836-2232	1968	240	2093.04-2544.48	2243.52	240
COULS, Louis I.	3371	Wyandotte, Mich.	1-d-1	1572-1968	1836	240	1822-2243.52	2093.04	240
DAVIS, Will	1069	Seul Choix Pt., Mich.	4-a-1	1770-2166	1968	240	2020-2469.24	2243.52	240
DISSETT, Louis A.	636	Tawas, Mich.	4	1902-2298	2232	240	2168.28-2619.72	2544.48	240
DREZDZON, Michael S.	975	Cana Island, Wis.	3-a	1902-2298	2034	240	2168.28-2619.72	2318.76	240

DEPT. STOCK FORM 2249
REV. 12-41

NAVY

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE:

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date October 1, 1945

Name: Cook, Hugh (Mr.)

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

Nature of Recommendation

Pay Increase (Periodic)

Effective: October 7, 1945

	FROM 567	TO 567
Position		Keeper
Grade	Range $1836-2232	Range $1836-2232
Salary	$1902 pa. inc $240 pa. Qtrs.	$1968 pa. incl. $240 pa. Qtrs.
C. S. C. No.		
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Cleveland, Ohio
Post of Duty		Little Rapids Cut. Lt. Sta. Mich
Appropriation		Civilian Employees, C. G.
Allotment		
	FIELD [X] DEPRTMTL. [ ]	FIELD [X] DEPRTMTL. [ ]

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 7-10-1889

LEGAL RESIDENCE: Michigan

SEX: M

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

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

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

DATE OF OATH

Remarks:

You are granted a one-step increase in rate of compensation.

Justification:

Position: Permanent
Last Increase: Pro 10-1-44 $1560-1620
Conduct and Service: Satisfactory
Efficiency Rating: Very Good

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

G. R. Lansdale
G. R. LANSDALE, Personnel Asst., Civilian Personnel Division
(BUREAU OR DIVISION HEAD)

(FOR USE OF DIRECTOR OF PERSONNEL, TREASURY DEPARTMENT)

NAVY

OCT 10 1945

DATE APPROVED BY THE SECRETARY

10-9-45

PATENTED

DEPT. STOCK FORM 2249
REV. 12-41

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

PAGE:

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date July 1, 1945

Name: Cook, Hugh (Mr.)

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

Nature of Recommendation

Pay Adjustment

Effective: July 1, 1945

	FROM 567	TO 567
Position		Keeper
Grade	Range $1320-1680	Range $1836-2232
Salary	$1380 pa plus $240 pa Qtrs.	$1902 pa* incl. $240 pa Qtrs.
C. S. C. No.		
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Cleveland, Ohio
Post of Duty		Little Rapids Cut.Lt.Sta.,Mich.
Appropriation		Civilian Employees, C. G.
Allotment		
	FIELD ☒ DEPRTMTL. ☐	FIELD ☒ DEPRTMTL. ☐

Remarks

* Your increased compensation includes valuation for quarters.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 7-10-1889

LEGAL RESIDENCE: Michigan

SEX: Male

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

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

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

DATE OF OATH

Justification:

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

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

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

DATE APPROVED: ~~BY THE SECRETARY~~

PATENTED

AM JUL 13 1945

DEPT. STOCK FORM 2249
REV. 12-41

NAVY

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

PAGE:

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date October 1, 1944

Name: Cook, Hugh (Mr.)

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

Bureau No.:

Nature of Recommendation

Pay Increase (Periodic)

Effective: October 1, 1944

	FROM 567	TO 567
Position		Keeper
Grade		
Salary	Range $1320-1680 $1320 p.a.plus $240 p.a.Qtrs.	Range $1320-1680 $1380 p.a.plus $240 p.a.Qtrs.
C. S. C. No.		
Bureau or Div.		
Organizational Subdivisions		U. S. Coast Guard
Headquarters		Cleveland, Ohio Mich.
Post of Duty		Little Rapids Cut.Lt.Sta.,/
Appropriation		Civilian Employees, C. G.
Allotment		
	FIELD ☒ DEPRTMTL. ☐	FIELD ☒ DEPRTMTL. ☐

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 7-10-1889

LEGAL RESIDENCE: Michigan

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

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

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

DATE OF OATH

Remarks:

You are hereby granted a one-step increase in rate of compensation.

Justification:

Mr. Cook's last increase in rate of compensation was on April 1, 1943, in the amount of $60, from $1320 per annum plus $180 per annum valuation for quarters, to $1320 per annum plus $240 per annum valuation for quarters.
The position occupied by this employee is not temporary.
His service and conduct are satisfactory.
His current efficiency rating is VG.

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

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

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

DATE APPROVED ~~XXXXXXXXXX~~ OCT 9 1944

PATENTED

NCG-2522

FOLLOW INSTRUCTIONS ON BACK

FILE J. S. 3-2

COOK, Hugh (Name, surname first) | U.S. Lighthouse Service (Service number) | Keeper (Rank or rating) | CG BASE (Unit)

APPLICATION TO THE U. S. PUBLIC HEALTH SERVICE FOR RELIEF FOR THE PERSONNEL OF THE U. S. COAST GUARD

*REGULAR
*SPECIAL
TEMPORARY
*RESERVE
(Enlistment status)

Place Sault Ste. Marie, Michigan, Date 16 June 1944, 19

To: Medical Officer in charge
U.S.P.H.S. Relief Station
Sault Ste. Marie, Michigan

SIR: You are requested to examine the above-named {*officer / *enlisted man} of the U. S. Coast Guard, attached to the above-named unit, and furnish him such treatment as may be required. It is requested that the RETURN MEDICAL CERTIFICATE be returned to Commanding Officer, U.S.C.G. Base Sault Ste. Marie, Michigan

Hugh Cook
(Signature of patient)
Hugh Cook, Keeper, U.S.L.H.S.

T.A. DAHLBURG
Commanding Officer U. S. Coast Guard.

RETURN MEDICAL CERTIFICATE

Place Sault Ste. Marie, Michigan, Date 16 June, 1944, 1944

I CERTIFY that I have examined the above-named person and find him suffering from

#1083 Myositis Lumbar
(Give diagnosis by number and name according to official nomenclature)

My professional opinion in the case is expressed below for the information of the Coast Guard administrative officers. Incident of service? {*Yes. / *No.} Fit for duty? {*Yes. / *No.} Absent from duty on account of the effects of a disease, as distinguished from injury, directly attributable to and immediately following his own intemperate use of alcoholic liquor or habit-forming drug? {*Yes. / *No.} Absent from duty on account of the direct effects of a venereal disease due to his own misconduct? {*Yes. / *No.} If "yes," did the initial symptoms appear less or more than one year ago? {*Less. / *More.} Treatment will require approximately 0 days absence from duty. He was admitted to {*hospital / *outpatient} treatment at Sault Ste. Marie, Michigan {*hospital / *office} on 16 June, 19 44

G.A. Conrad
G.A. CONRAD
A.A. Surg. USPHS U. S. Public Health Service.

*Having been informed that I am suffering from _____ (Diagnosis) and that in the opinion of the medical officer, this disease is the result of my own misconduct, I (*do not) desire to submit a statement. (Attach statement if made.)

_____ (Patient's signature)

WITNESS:

_____ (Signature of medical officer)

_____ U. S. Public Health Service.

*Strike out words not applicable.

16—27156-1

NCG-2522

FOLLOW INSTRUCTIONS ON BACK

3-2

COOK, Hugh	U.S. Lighthouse Service	Keeper	CG Base
(Name, surname first)	(Service number)	(Rank or rating)	(Unit)

*REGULAR
*SPECIAL
TEMPORARY
*RESERVE
(Enlistment status)

FINAL MEDICAL CERTIFICATE

USPHS RELIEF STATION

Place SAULT STE. MARIE, MICHIGAN, Date 16 June, 19 1944

To: Light House Service
COMMANDING OFFICER
CG BASE (Coast Guard unit)
SAULT STE. MARIE, MICHIGAN
(Address)

The above-named patient was discharged from {*~~inpatient~~ / *outpatient} treatment as shown below:

DIAGNOSIS (By nomenclature name and number)	DIAGNOSIS NUMBER	PERIOD OF TREATMENT FOR EACH CONDITION	
		FROM	TO
Lumbar myositis	1083	6-16-44	6-16-44

He {*is / *~~is not~~} fit for duty. REMARKS (Recommendations as to sick leave, further treatment, etc.):

CONDUCT REPORT:

Did the patient cooperate in his treatment? {*Yes. / *~~No.~~} Absent without permission? {*~~Yes.~~ / *No.} Guilty of insubordination? {*~~Yes.~~ / *No.}

G.A. CONRAD

A.A. SURG. U. S. Public Health Service.

16—27156-1

NOTICE OF MEDICAL TRANSFER

_____, who has been under {*inpatient / *outpatient}
(Patient's name, service number, rank or rating, and unit)

treatment at _____ {*office / *hospital} at _____ for

_____ since _____, 19 , has been
(Diagnosis)

transferred this date _____, 19 , to the U. S. Marine Hospital at _____ for further treatment.

_____
U. S. Public Health Service.

*Strike out words not applicable.

16—27156-1

75

United States Coast Guard

Date 5 April, 1943

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

From: District Coast Guard Officer, Cleveland, Ninth Naval District.
To: Commandant, U. S. Coast Guard.

Name COOK, Hugh

Nature of Action Change in status and post of duty - increase in range and gross (but not cash) salary.

Effective date of change 1 April, 1943

	FROM	TO
Position	Keeper (Assistant)	Keeper
Pay	$1320 per annum	$1320 per annum
Salary Range	$1140-1500	$1320-1680
Valuation of Quarters	$180 per annum	$240 per annum
Station	Middle Neebish Cut Lt. Sta., Mich.	Little Rapids Cut Lt. Sta., Mich.

Remarks: This change is reported in accordance with Department approval dated (perforated in Form 2249) 3-17-43.

Signature
G. E. TRESTER,
By direction.

(This space for use of Headquarters)

Headquarters United States Coast Guard CG-CP-75. 19 April, 1943.

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

Very truly yours,

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

APRR 22 1943

ECO

DEPT. STOCK FORM 2249
REV. 1-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE:

TO:

Date Prepared 17 March, 1943

Name: Cook, Hugh

From: U. S. Coast Guard

Bureau No.: 567

Change in status and post of duty - increase in range and gross (but not cash) salary

Effective: ~~4-1-43~~ 4-1-43

	FROM 7577	TO 7578
Position	Keeper	Keeper
Grade	Range $1140-1500	Range $1320-1680
Salary	$1320 p.a. plus $180 p.a.temp.	$1320 p.a. plus $240 p.a.temp.
C. S. C. No.		
Bureau or Div.	U. S. Coast Guard	U. S. Coast Guard
Organizational Subdivisions		
Headquarters	Cleveland, Ohio	Cleveland, Ohio
Post of Duty	Middle Bechish Cut Lt.Sta.Mich.	Little Rapids Cut Lt.Sta., Mich.
Appropriation	Civilian Employees, C. G.	Civilian Employees, C. G.
Allotment		

FIELD ☒ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks:

Justification: This is a regular position in the authorized complement of the Station.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 7-10-1889

LEGAL RESIDENCE: Mich.

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.

VICE VACANCY	VICE
	*

NAME: *Mason Niblethaler (retired)

C.S.C. NO.:

ACTION NO.:

DATE:

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

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

DATE OF OATH

CHARLES PIOZET

DATE APPROVED BY THE SECRETARY: 4.1.43

BUREAU OR DIVISION PERSONNEL FILES

75

UNITED STATES COAST GUARD

MAR 12 1943

NOMINATION

From: District Coast Guard Officer, Cleveland, Ninth Naval Dist., 9 March, 1943
(Nominating Officer) (Place) (Date)

To: Commandant, U. S. Coast Guard.

Action recommended Change in status

Name COOK, Hugh (Last name, first name, and initial) Date of birth July 10, 1889

Legal residence Michigan #567

	From---	To---
Position	Keeper (Asst.) #584	Keeper
Pay and grade	$1320 per annum (Range $1140-1500)	$1320 per annum (Range $1320-1680)
Valuation of quarters	$180 per annum	$240 per annum
Station	Middle Neebish Cut Lt. Sta., Mich.	Little Rapids Cut Lt. Sta., Mich.
Appropriation	Civilian Employees, C.G.	Civilian Employees, C.G.

Effective 1 April, 1943 ~~(1) xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx~~ or (as soon thereafter as he enters on duty.

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

Vice MIHLETHALER, Jason Pay $1560 A, Plus $240 A Qtrs. Services terminated To be eff. close 31 March, 1943.

Reason Compulsory Retirement.

REMARKS: Mr. Cook has veteran (military) preference under the Civil Service Rules and Regulations.

No travel expenses nor expenses for shipment of household effects is involved in this instance.

Selection regular, _____, 19__

_____
Manager, Civil Service District.

G. E. TRESTER
By direction.

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

DEPT. STOCK FORM 2249
REV. 12-41

NAVY

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared 1 October, 1942

Name: Cook, Hugh

From: U. S. Coast Guard

Bureau No.: 584

Preaction

Effective: 1 October, 1942

	FROM	TO
Position		Keeper
Grade	Field (Range $1140-1500)	Field (Range $1140-1500)
Salary	$1260 p.a. plus $180 p.a. Qtrs.	$1320 p.a. plus $180 p.a. Qtrs.
Bureau or Div. Organizational Subdivisions		
Headquarters Post of Duty		Cleveland, Ohio
Appropriation		Middle Bass Island Lt.Sta., Mich.
Allotment		Civilian Employees, U. S.

FIELD ☒ DEPRTMTL ☐ FIELD ☐ DEPRTMTL. ☐

Remarks:

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

Justification:

Mr. Cook was last promoted January 16, 1941 in the amount of $60. His service and conduct are satisfactory. The position occupied by this employee is not temporary. His current efficiency rating is Good.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 7-10-89

LEGAL RESIDENCE: Michigan

SEX:

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

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

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

DATE OF OATH

CHARLES PIOZET

DATE APPROVED BY THE SECRETARY: OCT 7 1942 10-1-42

BUREAU OR DIVISION PERSONNEL FILES

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared January 10, 1941

Name: Cook, Hugh

From: U. S. Coast Guard

Bureau No: 584

Promotion

	FROM	TO
Position		Keeper
Grade		
Salary	Field (Range $1140-1500) $1200 p.a. plus $180 p.a. Qtrs.	Field (Range $1140-1500) $1260 p.a. plus $180 p.a. Qtrs.
Bureau or Div. Organizational Subdivisions		U. S. Coast Guard
Headquarters		
Post of Duty		Cleveland, Ohio
Appropriation		Middle Neebish Cut Lt. Sta., Mich.
Allotment		Civilian Employees, C.G.
Field or Deptl.		Field

EFFECTIVE
Remarks: January 16, 1941

Justification:

No increase in pay since January 1, 1931.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 7-10-1889

LEGAL RESIDENCE: Mich.

SEX	RACE
M	W

NATURE OF POSITION

NEW	ADDTL. IDENT.

VICE VACANCY	VICE

SUBJECT TO RETIREMENT ACT?: Lighthouse Act

DATE OF OATH:

BUREAU OR DIVISION PERSONNEL FILES

FEB 7 1941

1-1641

STANDARD FORM NO. 58
(Approved by the President 5/28/24)
Revised Dec. 3, 1929

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

RECEIVED
OCT 9 1939
OFFICE
COMPTROLLER
U.S. COAST GUARD

Department or Establishment U.S. Lighthouse Service **Date** October 6 1939

1. Name in full (Mr., Miss, or Mrs.) Mr Hughbook (Surname) (Given name) (Middle name)
2. Present address Oak Ridge Park (Number) (Street) Michigan (City) (State)
3. Legal (voting) residence Michigan 11 Districk (State and Congressional District) Sault Sainte Marie Michigan (County) (City or town)
4. Where born Canada Allen Park Ontario (State or foreign country) (City or town) When born July 10 1889 (Month Day Year)
5. If foreign-born, state whether naturalized or alien Naturalized
6. Indicate sex, marital condition, and race by check, thus: √ If Mrs., state other names under which previously employed.

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

Ages = = = = = = = = = =

7. Number and ages of dependents domiciled with you 10 dependents 38-19-17-16-15-12-10-8-5-3
8. A complete record of your past service for the United States Government other than military or naval:

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
				Month	Day	Year	Month	Day	Year
U.S. Lighthouse	Sault Sainte Marie Michigan	Keeper at Large	$1320. per annum	1.	10.		—	—	Still in Service
Little Rapids	Cut Rt. Station	Keeper at Large	$110. Per month.	April	19	1929			
Grand Marais	Rt. Station	"							
Port Huron	Fort Gratiot Rt. Station	"							
Middle Nebish	Cut Rt. Station	Assistant Keeper at present.							

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

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

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

no
(Title) (Location) (Date appointment expires)

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

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

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

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

Enlisted April 1906 Discharged 20 April 1928
Enlisted every year Enlisting one year
Rank Enlisting Rank Chief Quartermate
Organization Organization U.S Coast Guard

Enlisted April 6-1917 Discharged August 27 1919
U.S. Coast Guard Operating as part of the
Rank Signal Quartermate Rank Navy
Organization Coast Guard Organization Navy

[OVER]

10-1930

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

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

NAME AND ADDRESS OF EMPLOYER	POSITION AND CHARACTER OF WORK	LENGTH OF SERVICE
alway with U.S. Government		

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

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

16. In case of emergency, notify Rubina Cook

Relationship Wife Post office address 600 East Spruce Street Sault Sainte Marie Michigan

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

Hugh Cook
(Name as usually written and which will be used as official signature)

U. S. GOVERNMENT PRINTING OFFICE 10—1930

Copy of this form has not been sent to the Department

DEPARTMENT OF COMMERCE
Division of Personnel
WASHINGTON

The Commissioner,
Immigration and Naturalization Service,
Washington, D. C.

Dear Sir:

Please furnish for the use of this office an official verification of the naturalization of the person named below:

Name of employee: Hugh Cook
Date and place of birth: Allen Park, Ontario (Gray County) July 10, 1889
Claims citizenship through naturalization (~~in own right~~
(of father
~~(of mother~~
~~(of husband~~

(If employee claims citizenship through naturalization of father or mother, give following):

Facts as to employee's arrival in the United States:

Date About 1890 (About 1 year old)
Place Neebish Island, Michigan via Richards Landing, St. Joseph Island, Ontario
Name of steamship or other means of transportation Unknown

Name of person through whom citizenship is derived:

George Cook

Facts of naturalization of employee or person through whom he claims citizenship:

Certification of naturalization) Number None Date FFeb. 6, 1896
~~Declaration of intention~~)

Court: (State or Federal) State City ~~County~~
Sault Ste. Marie State Michigan.

Yours very truly,

EDW. J. GARDNER
Chief, Division of Personnel.

LIGHTHOUSES
JAN 7 10 13 AM '39

23/35453
NC

January 5, 1939.

Mr. T. F. Jones,
Assistant Chief, Personnel Division,
Department of Commerce,
Washington, D. C.

Dear Sir:

Reference is made to the form submitted by your Department, a copy of which is enclosed, requesting verification of the arrival and citizenship status of one Hugh Cook, who claims to have acquired citizenship through the naturalization of his father, George Cook.

The files of this office show that one George Cook was naturalized in the Chippewa County Circuit Court, at Sault Ste. Marie, Michigan, on February 6, 1896. Inasmuch as naturalizations which occurred prior to September 27, 1906, make no mention of the wife or minor children of the naturalized person and no documents in support thereof have been submitted to this Service at this time, it is not in a position to vouch for the claim of the son, Hugh Cook, to United States citizenship.

There is attached hereto a Form 2400. If Mr. Cook has not already done so, it is suggested that he make application for a certificate of derivative citizenship which if issued will be in his own name.

Cordially yours,

By direction of the Commissioner,

- - - - - - -

E-K

Bureau of Lighthouses, Washington, D.C.,
January 10, 1939.

Copy referred to Superintendent of Lighthouses, Detroit, Mich.
Enclosure J. H. Wagner, Assistant:
for proper action.
For the Commissioner:

W.P.Harman
Administrative Assistant

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
3760 JEFFERSON AVENUE, EAST
DETROIT, MICH.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

HMC:AIB

OFFICE OF SUPERINTENDENT 11TH DISTRICT
DETROIT, MICH.

October 26, 1938.

COOK, Hugh; 1st Asst. Keeper, Middle Neebish Cut Light Station, Oak Ridge Park, Michigan:

Mr. Cook was born in Allen Park, Ontario, July 10, 1889. He claims derivative citizenship through the naturalization of his father, George Cook, who was issued unnumbered certificate by the State Court, Chippewa County, Sault Ste. Marie, Michigan on February 6, 1896.

Certified seen:

Superintendent of Lighthouses.

Standard Form No. 17
Approved by the President, March 26, 1926
B

11

REPORT ON PROBATIONARY APPOINTEE

This report to be made at expiration of fifth month of service. In cases where the probationary period comprises one year, this report is to be made at the expiration of the tenth month of service.

If service has been unsatisfactory, recommendation for discontinuance under the provisions of paragraph (c) of section 1 of Civil Service Rule VII should be forwarded immediately to the Department. A full statement of reasons should be set forth under "Remarks."

DEPARTMENT OF COMMERCE
(Department)

11th Lighthouse District (Bureau or office) Detroit, Michigan, February 11, 1930. (Place and date)

To Commissioner of Lighthouses.
(Head of department or establishment)

The probationary period of the person named below expires at the close of business on March 8, 1930.

The conduct and capacity of this employee have been satisfactory during the probationary period, and (he) ~~(she)~~ is considered qualified for absolute appointment.

Name Hugh Cook

Position Keeper (2d Asst.)

Salary $1140.00 per annum

Appropriation Salaries, Keepers of Lighthouses.

Station Middle Neebish Cut Light Station, Mich.

Date of entrance on duty September 9, 1929.

Remarks:

Submitted: FEB 13 1930

Charles Park
(Signature of immediate superior)
Superintendent of Lighthouses.

Acting Commissioner of Lighthouses
(Head of bureau or office)

GOVERNMENT PRINTING OFFICE 10—1732

Form 73
HMC:AB

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 11th DISTRICT,

Detroit, Mich., September 24, 1929., 19
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:
(Through the Secretary, 7th U.S.Civil Service District)

Action recommended, Extension of temporary appointment for period not to exceed 30 days.

Name, Hugh Cook,

Position, ~~Keeper-at-Large~~

Location, 11th Lighthouse District.

Effective, August 21, 1929.

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

Legal residence, Michigan

Proposed salary, $1320 per annum

Proposed range, $1320-1620

Appropriation, Sal. Kprs. of LH.

Former position, same

Location, same

Former salary, same

Former range, same

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

Previous incumbent, Himself

Reason, Termination of temporary appointment.

Services terminated, August 20, 1929.

Members of family in Government service,

Date of birth,

Remarks: It was expected to make Mr.Cook's appointment to Middle Neebish Cut LH effective before the expiration of his temporary appointment as keeper-at-large.Other changes upon which his probational appointment was contingent were not put into effect until later and an extension of his temporary appointment is therefore necessary for the period August 21 to September 8, inclusive,1929

Selection regular, ~~subject to the action of the U. S. Civil Service Commission,~~ under Rule Sec. 4, Rule VIII

SEP 25 1929

Secretary, 7 Civil Service District.

Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

SEP 28 1929

Submitted to the Secretary of Commerce, approved.

pink slip to Dept
lost under undertaking appt 9-8-29

Acting Commissioner of Lighthouses

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

11—2314

EJD
Incl.

August 14, 1929.

Superintendent of Lighthouses,
Detroit, Michigan.

1. In reference to your nomination of August 5 for the probationary appointment of Hugh Cook as Second Asst. Keeper at Middle Neebish Cut Light Station, Michigan at $1140 per annum:

2. There is returned herewith affidavit Form No. 1769, which it appears should have been retained in the office of the District Secretary. Your nomination has been submitted to the Department this date.

W. P. HARMAN

Acting Commissioner of Lighthouses.

Form 73

LIGHTHOUSES
1929 AUG 14 AM 8 50

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, ... -- DISTRICT,

..... (City) ....., (Date) ....., 19....

COMMISSIONER OF LIGHTHOUSES:
(Through the Secretary, 7th C.S.District)

Action recommended, Probational appointment.

Name, Hugh Cook,

Position, Keeper (2d Asst.)

Location, Middle Neebish Cut Light Station, Mich.

Effective, August 12, 1929.

Legal residence, Michigan

Proposed salary, $1140 per annum

Proposed range, $1140-1440

Appropriation, Sal.Kprs. of LH.

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

Former position, Keeper-at-Large (Temp.Appt.)

Location, 11th LH Dist.(Assigned to Fort Gratiot Light Station)

Former salary, $1320 per annum

Former range, $1320-1620

Rank on eligible list, No. 1, Rating, Asst.Kpr, Percentage, 90.2, Other eligibles considered:
~~Vernon Johnson,~~ "C" E. Heusberg
Frank J. Clancy, "C"

Previous incumbent, Harry L. Sowry-(Lt.#584) Services terminated, about August 11, 1929.
Salary $1140 per an.

Reason, Transfer

Members of family in Government service, Five (Affidavit, Form 1769, is attached hereto)

Date of birth, July 10, 1889.

Remarks:

Selection regular, ~~subject to the action of the U.S. Civil Service Commission~~, AUG 12 1929, 19.....

Secretary, 7th Civil Service District.

Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

AUG 14 1929

Submitted to the Secretary of Commerce, approved.

Acting Commissioner of Lighthouses

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

11—2314

DUPLICATE

Form 73
HMC:AB

LIGHTHOUSES 1929 APR 26 AM 9 00

Duplicate
NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 11th DISTRICT,

Detroit, Michigan, April 19, 1929., 19
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:
(Through the Secretary, 7th C.S.District)

Action recommended, Temporary appointment for period not to exceed 30 days.

Name, Hugh Cook

Position, Keeper-at-Large

Location, 11th LH District (Assigned to Little Rapids Cut Light Station)

Effective, April 19, 1929. ~~the actual date of entrance on duty, or as soon thereafter as he enters on duty.~~

Legal residence, Michigan

Proposed salary, $1320 per annum

Proposed range, $1320-1620

Appropriation, Sal.Kprs. of LH.

Former position,

Location,

Former salary,

Former range,

Rank on eligible list, Rating, Percentage, , Other eligibles considered:
Emergency appointment; only local eligibles considered.

Previous incumbent, Gustav T.A.Nitz

Services terminated, June 27, 1928.

Reason, Termination of temporary appointment.

Members of family in Government service, None

Date of birth, July 10, 1889.

Remarks: The Keeper of Little Rapids Cut LH is incapacitated for duty and it is necessary to assign Mr. Cook to duty immediately in the interest of safety of life and property before receipt of the usual notice of appointment.

Selection regular, ~~subject to the action of the U. S. Civil Service Commission~~ under provisions of Sec. 4, Rule VIII, 19

APR 24 1929

Secretary, 7 Civil Service District.

Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

April 26, 1929.

Submitted to the Secretary of Commerce, approved, attention being invited to nomination in this case, submitted by the Bureau under date of April 22.

Acting Commissioner of Lighthouses.

---

1 Strike out the clause which does not apply.

11—2314

Commissioner of Lighthouses

Lighthouses

E3D

General expenses

Washington, D. C., April 23, 1929.

Lighthouse Superintendent, Detroit, Michigan.

Submit duplicate your nomination temporary appointment hugh cook keeper at large ~~dated April nineteen~~ through district secretary for his signature

PUTNAM

CONFIRMATION:

Form 73
HMC:AB

LIGHTHOUSES
1929 APR 22 AM 9 25

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 11th DISTRICT,

Detroit, Michigan, April 19, 1929. , 19
(City) (Date)

4-22-29 wire
11 20

COMMISSIONER OF LIGHTHOUSES:
(Through The Secretary, 7th C.S. District)

Action recommended, Temporary appointment for period not to exceed 30 days.

Legal residence, Michigan

Name, Hugh Cook

Proposed salary, $1320 per annum

Position, Keeper-at-Large

Proposed range, $1320-1620

Location, 11th LH District(Assigned to Little Rapids Cut Light Station)

Appropriation, Sal. Kprs. of LH.

Effective, April 19, 1929.

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

Former position,

Former salary,

Location,

Former range,

Rank on eligible list, Rating, Percentage, , Other eligibles considered:
Emergency appointment; only local eligibles considered.

Previous incumbent, Gustav T.A.Nitz -(Lt.#506) Services terminated, June 27,1928.

Reason, Termination of temporary appointment.

Members of family in Government service, None

Date of birth, July 10, 1889.

Remarks: The Keeper of Little Rapids Cut LH is incapacitated for duty and it is necessary to assign Mr. Cook to duty immediately in the interest of safety of life and property before receipt of the usual notice of appointment.

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

Chas A Park

Secretary, Civil Service District.

Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

April 22, 1929.

Submitted to the Secretary of Commerce, approved. Attention is invited to the Superintendent's statements under "remarks" in connection with the necessity of assigning this employee to duty before Department notice of appointment was received, in which views the Bureau concurs. It is noted that this nomination was not approved by the District Civil Service Secretary, and the Superintendent has accordingly been instructed to submit a duplicate through his office. This will be forwarded as soon as received.

Acting Commissioner of Lighthouses.

---

1 Strike out the clause which does not apply.

11—2314

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared: 28 May, 1943

Name: Cook, Hugh J.

From: U. S. Coast Guard

Bureau No.: 5706

Effective: Termination of war service appointment, temporary close 7 June, 1943

	FROM	TO
Position	Foreman	
Grade	None	
Salary	$10.80 per diem	
C. S. C. No.		
Bureau or Div.		
Organizational Subdivisions	U. S. Coast Guard	
Headquarters		
Post of Duty	Cleveland, Ohio Lake St. Clair, Mich.	
Appropriation		
Allotment	20X1221 Site & Constr.,C.G.	

FIELD ☐ DEPRTMTL. ☒ FIELD ☐ DEPRTMTL. ☐

Remarks:

This action is to terminate your temporary war service appointment which was not to exceed one year.

Justification:

Mr. Cook was given a temporary war service appointment not to exceed one year on 8 June, 1942. His last day on which he was carried in a duty status was 10 May, 1943.

This position is to be abolished at the close of 7 June, 1943.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION

DATE OF BIRTH

LEGAL RESIDENCE

SEX

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

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

SUBJECT TO RETIREMENT ACT?

DATE OF OATH

CHARLES PICZEK

DATE APPROVED BY THE SECRETARY

JUN 1 1943

BUREAU OR DIVISION PERSONNEL FILES

STATEMENT OF ANNUAL LEAVE

HUGH J. COOK, Foreman
Lake St. Clair Station project

Accumulated 1 January, 1943, ...	14 - 5 - 18	
Accrued 1 January to close 7 June,1943,	11 - 2 - 42	
TOTAL		26 - 0 - 00

Granted:

15,noon to 22 January, 1943, ...	5 - 4 - 00	
19 March, 1943	1 - 0 - 00	
4 hours on 10 May to close 7 June,1943,	19 - 4 - 00	
TOTAL		26 - 0 - 00

Number of hours established as the weekly tour of duty: 40.

75

UNITED STATES COAST GUARD

MAY 24 1943

~~XXXXXXXXXX~~

District Coast Guard Officer, Cleveland,
From: Ninth Naval District, Cleveland, Ohio, 21 May, 1943
(Nominating Officer) (Place) (Date)

To: Commandant, U. S. Coast Guard.

Action recommended Termination at expiration of temporary employment under War Service Regulations.

Name COOK, Hugh J. Date of birth October 7, 1907
(Last name, first name, and initial)

Legal residence Ohio

	From---	To---
Position	Foreman	
Pay and grade	$10.80 per diem (No Grade)	
Valuation of quarters	None	
Station	St. Clair Station, Mich.	
Appropriation	20X1221 Site & Construction, C.G.	
Effective	close 7 June, 1943.	~~(the actual date of entrance on duty, or (as soon thereafter as he enters on duty~~

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

Vice _____ Pay _____ Services terminated _____

Reason _____

REMARKS: Mr. Cook does not have any veteran (military) preference. He has been granted terminal leave from noon on 10 May, 1943 to and including the close of 7 June, 1943. Statement of his annual leave record is inclosed.

This employee entered on duty 8 June, 1942, under temporary War Service Appointment for a period not to exceed one year.
Selection regular, _____, 19__

Manager, Civil Service District.

G. E. TRESTER,
By direction.

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

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

REC'D JUN 10 1942 OFFICE DIST. CLEVELAND, DISTRICT

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes of the United States

NAVY, U. S. COAST GUARD, OFFICE OF DISTRICT COAST GUARD OFFICER, CLEVELAND, OHIO
(Department or Establishment) (Bureau or Office)

I, Hugh J. Cook, do
(Name in full, printed or typed)

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

Hugh J. Cook
(Signature of Appointee)

Subscribed and sworn to before me this 8 day of June, A.D. ~~1942~~ 1942

at Detroit, Mich
(City or place) (State)

[SEAL]

Morris C. Nakos Notary Public
Com Exp. Jan 24, 1943

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

Position to which appointed Foreman, $10.80 per diem, St. Clair Station Project, Mich.

Date of entrance on duty 0900, 8 June, 1942. MC

U.S. GOVERNMENT PRINTING OFFICE 10—1689

STANDARD FORM NO. 6
(Approved by the President 3/28/24)
Revised Dec. 5, 1929

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

Department or Establishment United States Coast Guard Date June 9, 1942.

1. Name in full (Mr., ~~Miss, or Mrs.~~) Cook (Surname) Hugh (Given name) Jerome (Middle name)
2. Present address 17100 (Number) Prairie Ave (Street) Detroit (City) Michigan (State)
3. Legal (voting) residence Ohio (State and Congressional District) 21st Cuyahoga (County) Cleveland (City or town)
4. Where born New York (State or foreign country) Roslyn (City or town) When born Oct. 7, 1907 (Month Day Year)
5. If foreign-born, state whether naturalized or alien
6. Indicate sex, marital condition, and race by check, thus: √ If Mrs., state other names under which previously employed.

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

7. Number and ages of dependents domiciled with you One 33 yrs.
8. A complete record of your past service for the United States Government other than military or naval:

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
				Month	Day	Year	Month	Day	Year
	None								

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

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

10. Do you now hold any State or municipal office? If so, state below:
None (Title) (Location) (Date appointment expires)
11. Are you the wife of a disabled veteran or widow or orphan of a person who was in the military or naval service? No.
(Wife, widow, or orphan) (Name of veteran) (Organization and last year of service)
12. Military and naval record. If any, check (√) to indicate branch and other information, and give dates of enlistment and discharge:

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

Enlisted ..... Discharged .....
Rank ..... Rank .....
Organization ..... Organization .....

Enlisted ..... Discharged .....
Rank ..... Rank .....
Organization ..... Organization .....

[OVER]

10—1930

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

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

NAME AND ADDRESS OF EMPLOYER	POSITION AND CHARACTER OF WORK	LENGTH OF SERVICE
Cleveland Construction Co.	Supt. Bldg. Const.	About 18 yrs.

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

Common school	High school	College	(Name of college, degrees, and dates conferred)
1 2 3 4 5 6 7 (8)	1 2 3 (4)	1 2 (3) 4	Miami University & Ohio State University.

16. In case of emergency, notify Elizabeth C. Cook, at present 1732 Burgess Rd. Cleveland, Ohio

Relationship Wife Post office address about 7-4-42 11100 Prairie Ave., Detroit, Mich.

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

Hugh J. Cook.
(Name as usually written and which will be used as official signature)

U. S. GOVERNMENT PRINTING OFFICE 10—1930

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75 1st Indorsement Cleveland, Ohio
1 July, 1942

From: District Coast Guard Officer, Cleveland, Ninth Naval District.
To: Commandant, U. S. Coast Guard.

Inclosures: (A) Oath of Office, in duplicate.
(B) Form 3464a, Personnel Information Sheet.

1. Forwarded, in duplicate, together with Inclosures (A) and (B).

Ernest Pointer
Personnel Officer
By direction

CE-75

3 June, 1942.

MEMORANDUM TO: Chief Personnel Officer.

Subject: Cleveland District; Foreman hire..

Reference:
(a) Your memorandum 22 May, 1942, CP-75.
(b) Dispatch District Coast Guard Officer, 9th Naval District, Cleveland, 21 May, 1942.
(c) Letter District Coast Guard Officer, 9th Naval District, Cleveland, 27 May, 1942 (75).

Inclosure:
(A) Reference (b).
(B) Reference (c).

1. It is requested that the temporary appointment of Mr. Guy R. Elwell as foreman in connection with the project at Portage Station, Hancock, Michigan, be approved. Mr. Elwell's salary on this project will be paid from appropriation "17X0908, Acquisition of Vessels and Shore Facilities, Coast Guard", Project C-27 and funds for the purpose will be allotted to the District Coast Guard Officer, 9th Naval District, Cleveland, by this office.

2. It is requested that Mr. Hugh J. Cook be temporarily appointed as foreman in connection with the project underway at the Lake St. Clair Lifeboat Station, Detroit, Michigan, as recommended in reference (c). Mr. Cook's services will be paid for from appropriation "20X1221, Site and Construction, St. Clair Station." Funds for the purpose have been or will be allotted to the District Coast Guard Officer, 9th Naval District, Cleveland, for this purpose.

HARVEY F. JOHNSON,
Engineer-in-Chief.

DKR:MG

Cook, Hugh J.

See Clev. Dist. Ltr. dated 27 May, 1942 in file of Guy R. Elwell re employment of Foreman for constr. of Belle Dale Station.

See Hdqts. Dispatch 4 June, 1942 re empl. of Foreman at Belle Dale.

See Clev. Dist. dispatch 2 June, 1942 re empl. Foreman at Belle Dale.

DEPT. STOCK FORM 2249
REV. 12-41

NAVY

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 9

TO:

Date Prepared 8 June, 1942

Name: Cook, Hugh J.

From: U. S. Coast Guard Bureau No.: 5706

War Service Appointment, temporary

Effective: 8 June, 1942.

	FROM	TO
Position		Foreman
Grade		None
Salary		$10.00 per diem
Bureau or Div. Organizational Subdivisions		U. S. Coast Guard
Headquarters		Cleveland, Ohio
Post of Duty		Lake St. Clair, Michigan
Appropriation		20X1221 Site and Construction, U.S.
Allotment		

FIELD ☐ DEPRTMTL ☐ FIELD ☐ DEPRTMTL. ☐

Remarks:

Your appointment is temporary for a period not to exceed one year and is with the understanding that you do not thereby acquire a classified civil service status or (except as otherwise authorized) become eligible for any other position or duties.

Justification:

The additional position is necessary to provide for the needs of the District.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

Ltr., 7th U.S. Civil Service District, dated 6-2-42, file 13:30.

APPROPRIATION

20X1221 Site & Construction, U.S.

DATE OF BIRTH

10-7-1907

LEGAL RESIDENCE

Ohio

SEX

M

NATURE OF POSITION

NEW	ADDTL. IDENT.
*	

VICE VACANCY	VICE

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

No

SUBJECT TO RETIREMENT ACT?

No

DATE OF OATH

CHARLES PIOZET

DATE APPROVED BY THE SECRETARY

BUREAU OR DIVISION PERSONNEL FILES

JUN 27 1942

FORM 9619
TREASURY DEPT.

U. S. COAST GUARD

HEADING RW 104JR Z QUAD 122127 QUAH GR16

FROM: DCGO X 9TH NAVDIST CLEVELAND

ACTION: COMMANDANT CG

INFORM:

TEXT

YOUR 051420 X GUY R ELWELL AND HUGH J COOK BOTH ENTERED ON DUTY 8 JUNE

REF: YOUR 022054 X GUY R ELWELL MAY BE ASSIGNED DUTY AS FOREMAN HANCOCK MICHIGAN POSITION PAYABLE FROM APPN 17X0908 ACQUISITION OF VESSELS AND SHORE FACILITIES PROJECT C27 X NOMINATION HUGH J COOK FOR FOREMAN LAKE ST CLAIR NOT RECEIVED BUT IF CIVIL SERVICE AUTHORITY OBTAINED HE MAY BE ASSIGNED DUTY X ADVISE DATE ASSIGNED TO DUTY IN BOTH CASES AND FORWARD OATH OF OFFICE AND OTHER PERSONNEL FORMS AFTER RECEIPT OF DEPART. APPT X PAY $10.80 PER DIEM EACH CASE

4

N.R.S.

TOD 2335 12JUNE42 M

OPERATOR'S RECORD AND DATE

WB

OFFICIAL INITIALS

$

75

NAVY DEPARTMENT
UNITED STATES COAST GUARD

NOMINATION

Cleveland, O., 27 May, 1942.

From: District Coast Guard Officer, Cleveland, Ninth Naval District.
To: Commandant, U. S. Coast Guard, Washington, D. C.
Via: The Manager, Seventh U.S. Civil Service District, Chicago, Ill.

Action recommended Temporary War Service Appointment for one year or less under Executive Order No. 9063.
Name: COOK, Hugh J. Date of birth: 10-7-1907 Legal Residence Ohio

#5706

	From	To
Position:		Foreman
Pay and grade:		$10.80 per diem (No Grade)
Station:		Lake St Clair, Belle Isle Station, Mich., Project 20X1221 Site and Construction, St. Clair Station.
Appropriation:		
Effective		Date of Appointment or as soon thereafter as he enters on duty.

Rank on eligible list 0 Rating ____ Percentage ____ Other eligibles considered:

New Position-See separate letter of this date.
Vice ____ Pay ____ Services terminated ____

Reason ____

Remarks: Selection could not be made from Certificate No. 5869-WSR dated 19 May, 1942, issued for Inspector of Construction at a salary of $250-$300 per month, in lieu of which the position of Foreman at $10.80 per diem is recommended for a period of approximately one year, employment to be on the basis of an 8-hour 6-day week with time and one half for overtime in excess of 40 hours a week. Form 375 and Fingerprints of the appointee are inclosed. Mr. Cook does not have any veteran (military) preference.

Ernest Pointer
Personnel Officer
By direction.

Chicago, Ill. JUN 1 1942
Approved for temporary appointment, one year or less, under War Service Regulations E. O. 9063 from list of eligibles.

U. S. Civil Service Commission
Manager,
Seventh U. S. Civil Service District

The duties of the position of Foreman at $10.80 per diem for the project of construction of a Coast Guard Station at Belle Isle, Detroit, Michigan, are superintending and inspecting contractor's work and materials requiring broad experience in design, specifications, and building materials, codes, etc. The position is expected to last for a period of approximately one year, or until completion of the station.

Form 375
September 1941

UNITED STATES CIVIL SERVICE COMMISSION
WASHINGTON, D. C.

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

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

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

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

Hugh J. Cook
(Name)
1733 Burgess Rd.
(R. D. or street address)
Cleveland (City or post office) Cuyahoga (County) Ohio (State)
Ivanhoe 4298
(Telephone number)

Applicant will not fill the following blanks

Rating _____ Application No. _____
Kind of examination _____
Place _____
Date _____
Application _____ approved _____, 19____
By whom _____ approved _____

1. (a) Check the purpose for which this form is being filed: ☐ Reinstatement ☐ Transfer ☐ Promotion ☒ Temporary appointment ☐ Reemployment List ☐ Emergency Replacement List ☐ Classification. (b) What department or agency is proposing the action? U.S. Coast Guard
2. Are you a citizen of the United States? (Answer yes or no) Yes
3. Give (a) the date of your birth Oct. 7, 1907. (b) the place of your birth Roslyn, New York.
4. Give in the blanks below a detailed statement of your education, including dates:
   (a) Grammar school: Attended from Fall of 1912, to Spring of 1919 Highest grade completed 6th
   (b) High school: Name and location East, Shaw, Cleveland Hts. in Greater Cleveland
   Attended from Fall 1919, to Spring 1926 Highest grade completed 12th Were you graduated? Yes

(c) College or university (Give both graduate and undergraduate work)		Dates of attendance (Give month and year)		Semester-hours credit received	Major subject		Degree conferred	Date of degree
Name	Location	From	To		Name	Sem. hrs. in major		
Miami U.	Oxford, Ohio	1926	1927	?	Bus. Ad.	?	None	None
Ohio State U.	Columbus, Ohio	1927	1930	?	Civ. Engr.	?	None	None

My home record as to semester hours, etc., is not complete. Will provide such information, if necessary, but this will take some time.

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

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

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

	Place of employment	Dates of employment (Month and year)	NAME AND ADDRESS OF EMPLOYER (Give street address and city and State. If unemployed, give own address at that time)	Yearly salary or net earnings	NAME OF POSITION AND DESCRIPTION OF DUTIES
1	City Cleveland State Ohio	From 1923, 19__ To 1942, 19__	Lundoff-Bicknell Co. ~~3866 Carnegie Ave.~~		Tool man, rod man, instrument man, party man, chief engr. asst. supt, ~~superintendent, etc.~~
2	City Cleveland State Ohio	From 1942, 19__ To 1942, 19__	Warner & Swasey Co. Carnegie at 55th.		Owners representative on construction of new buildings.
3	City The Cleveland State Construction Co. has recently aquired the good will and personel of the Lundoff-Bicknell Co. My yearly income at present is about $ 4000.00 per year. Previous to this job it was about $ 3400.00 per year.	From 19__ To 19__			
4	City State	From 19__ To 19__			
5	City State	From 19__ To 19__			

IF MORE SPACE IS REQUIRED, CONTINUE YOUR ENTRIES ON A SEPARATE SHEET ARRANGED AS ABOVE 16—497-1

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

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

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

Habitually? . . . . . No
Yes or No

To excess? . . . . . No
Yes or No

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

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

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

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

Have never worked at a mechanical trade.

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

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

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

(b) If so, give information indicated regarding each examination.	Name each position for which examined, or for which application was filed	In what city were you, or are you to be, examined?	Give the date of each examination (Month and year)	Did you pass? (Answer "Yes" or "No")
	None			

13. In what State or Territory have you legal or voting residence?	Length of such residence therein? (Residence must be shown up to date of jurat)	In what county have you legal or voting residence?	Length of such residence in county? (Residence must be shown up to date of jurat)
Ohio	From 1916 (Month) 1 (Year), to Present (Month) (Year)	Cuyahoga	From 1918 (Month) 1 (Year), to Present (Month) (Year)

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

(a) For what periods since such residence was first established have you been absent therefrom? (Give dates) None

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

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

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

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

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

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

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

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

(*Signature of applicant*) Hugh L. Cook
(Sign WITH PEN AND INK your name—one given name, initial or initials, and surname)

Subscribed and duly sworn to before me according to law by the above-named applicant, this 27 day of May, 1941, at city [or town] of Cleveland county of Cuyahoga, and State [or Territory or District] of Ohio

(*Signature of officer*) Ross C. Baker (*Official title*) Notary Public

ROSS C. BAKER, Notary Public
My Commission Expires Feb. 6, 1945

U. S. GOVERNMENT PRINTING OFFICE 16—497-1

ADDRESS REPLY TO:
Dist. XXXX COAST GUARD OFFICER
NINTH NAVAL DISTRICT
KEITH BUILDING
CLEVELAND, OHIO, AND REFER TO FILE No. 75

75

U. S. COAST GUARD
JUN 8 1942

UNITED STATES COAST GUARD

CLEVELAND, OHIO

5 June, 1942.

District OFFICE OF
XXXXX COAST GUARD OFFICER
NINTH NAVAL DISTRICT

From: District Coast Guard Officer, Cleveland, Ninth Naval District.
To: Commandant, U. S. Coast Guard.

Subject: Belle Isle Station, Construction; employment of Foreman.

Reference: (a) DCGO, Cleveland, letter 27 May, 1942 (75).
(b) Nomination for Hugh J. Cook, 27 May, 1942 (75).

Inclosure: (A) Letter from The Manager, U. S. Civil Service District, Chicago, Ill., 2 June, 1942.

1. Inclosure (A) is forwarded herewith for information contained in connection with recommendations covered in references (a) and (b).

Ernest Pointer
Personnel Officer
By direction



United States Civil Service Commission

SEVENTH UNITED STATES CIVIL SERVICE DISTRICT
Office of the District Manager
Chicago, Illinois

June 2, 1942

C-164
(WSR)
MAY 1942
LB:DG

This form is submitted in triplicate, to be routed as follows:

(1) To your Department with recommendation for appointment;
(1) To Appointee;
(1) Retained in your Office.

Note: Copy of recommendation need not be submitted to the District Manager nor are any additional forms required.

Personnel Officer
United States Coast Guard
Cleveland, Ohio

Dear Sir:

As requested on May 27, 1942 the appointment referred to below is approved under Executive Order 9063 of February 16, 1942 for the period specified below, with the understanding that the appointee does not by such appointment acquire a competitive status, or, except as provided by general authority previously granted, become eligible for any other position or duties, and if the position is within the scope of the Classification Act of 1923 as amended, that the salary of the position is to be (or has been) fixed according to the procedure under that Act before appointment is made.

If the position is one which has been designated by your department as requiring the Civil Service Commission or the Treasury Department to conduct character investigation, then retention of the appointee in the Service is subject to the results of the character investigation which covers general qualifications, suitability and fitness. If an "x" is placed in the box preceding the statement "Subject to character investigation", the investigation is required.

It is requested that the enclosed duplicate be given to the appointee to prevent misunderstandings which might otherwise occur.

Very truly yours,

J. V. Swanson
DISTRICT MANAGER

(Prepared in triplicate)
(2 copies to Nominating Officer)

Name of Appointee: Cook, Hugh J.

Position and Salary: Foreman $10.80 per day

Office: United States Coast Guard
Project 20X1221 Site and Construction

Place of Duty: Belle Isle Station, Michigan

Effective date of entrance on duty: To be furnished

☐ Subject to Character Investigation

☒ Temporary - one year or less

☐ Indefinite - duration of war and for six months thereafter

Form 9626
TREASURY DEPARTMENT
U. S. Coast Guard
Sept. 1930

U. S. COAST GUARD

OFFICIAL DISPATCH

TRANSMIT

attach to file copy of orig

DATE 25 JUNE 1942

FROM COMMANDANT
COAST GUARD HEADQUARTERS

TO (FOR ACTION)
DISTRICT COAST GUARD OFFICER NINTH NAVAL DISTRICT
CLEVELAND

UNLESS DESIGNATED OTHERWISE TRANSMIT THIS DISPATCH AS NITE.

TO (FOR INFORMATION)

	CODE
	CIPHER
	ACKNOWLEDGE
	PRIORITY
X	ROUTINE
	ACKNOWLEDGE
	PRIORITY
	ROUTINE

MAIL TO

TELEPHONE TO

MESSENGER TO

OUTGOING HEADING

TEXT

YOUR 232119 APPOINTMENT HUGH J COOK FOREMAN APPROVED 8 JUNE EFFECTIVE SAME DATE X TRANSFER ANDREW JENCURAK TO CLASSIFIED LABORER $5.76 DAY APPROVED EFFECTIVE 22 JUNE OR DATE ENTRANCE ON DUTY THEREAFTER

PERSONNEL

N R S

OPERATOR'S RECORD. OFFICIAL BUSINESS. INITIALS OF "RELEASING" OFFICER.

U. S. GOVERNMENT PRINTING OFFICE 2—15417

Form 439
TREASURY DEPARTMENT
DIVISION OF APPOINTMENTS

File No. 547

Name C O O K, Mr. HUGH

BORN: July 10, 1889

Service COAST GUARD (L.H.S.)

U. S. GOVERNMENT PRINTING OFFICE 2—16322

Treasury Department
Form 2390-A
Revised 8-24-40
5000

APPLICANT OR EMPLOYEE
MUST COMPLETE THE FOLLOWING

Name (in full) COOK, Hugh Sex Male

Present address Lighthouse Oak Ridge Park MICHIGAN Date of birth July 10-1889

To be employed in Treasury Department Bureau Coast Guard Division Cleveland Dist.
(Type or print the above) (Middle Neebish Cut Lt. Sta., Mich.)

Give below all places of residence during the past FIVE years

	From— (Mo. & Yr.)	To— (Mo. & Yr.)	Number and Street	City and State
1936	April 21 to	December 16	middle Neebish Light house	Oak Ridge Park michigan
	Dec 16 to	April 11 1937	600 E Spruce St.	Sault Ste. marie michigan.
1937	April 11 to	December 16	Midde Neebish Light house	Oak Ridge Park michigan.
	December 16 to	April 13	600 E Spruce St	Sault Ste. marie Michigan.
1938	April 13 to	December 16	Light house	Oak Ridge Park michigan
	December 16 to	April 26	600 E. Spruce St	Sault Sainte marie Michigan
1939	April 26 to	December 16	Light house	Oak Ridge Park, michigan
	December 16 to	April 26	600 E Spruce St	Sault Ste. marie michigan,
1940	April 26 to	December 16	Lighthouse	Oak Ridge Park michigan
	December 16 to	March 10	600 E Spruce St.	Sault Sainte marie Michigan.
1941	March 10 to	present time	Lighthouse Sta.	Oak Ridge Park michigan

Give, in your own handwriting, the information requested below

Have you ever been arrested for any reason whatsoever? No (Yes or no)
If so, give details in space provided below.

Date of arrest	Age	Charge	Court & location	Judge	Disposition

Have you ever been fingerprinted? yes Where? SAULT Sainte Marie
When? October 5 1939 If for the Civil Service, what position? Civil Service Same Form 2390A.

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

Hugh Cook
Customary (or payroll) signature

Subscribed and sworn to before me this 16 day of May 1941

Notary Public

My commission expires June 6 43

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 3330

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date January 10, 1941

Name: Cook, Hugh

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

Nature of Recommendation

Promotion

	FROM	TO
Position		Keeper
Grade	Field (Range $1140-1500)	Field (Range $1140-1500)
Salary	$1200 p.a. plus $180 p.a.Qtrs.	$1260 p.a. plus $180 p.a.Qtrs.
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Cleveland, Ohio
Post of Duty		Middle Neebish Cut Lt.Sta.,Mich.
Appropriation		Civilian Employees, C.G.
Allotment		
Field or Deptl.		Field

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 7-10-1889

LEGAL RESIDENCE: Mich.

SEX: M | RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

EFFECTIVE January 16, 1941

Remarks:

Justification:

No increase in pay since January 1, 1931.

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

DATE OF OATH

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds

N. R. STILES,
Commander, U. S. Coast Guard,
Assistant Personnel Officer.

(BUREAU OR DIVISION HEAD)

(FOR USE OF DIRECTOR OF PERSONNEL. TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY: 1-16-41

INTERLEAVED-PAT.

APPLICANT OR EMPLOYEE MUST FILL THE FOLLOWING

Name (in full) Hugh Cook Sex Male

Present address Middle Neebish Cut Light Station, Oak Ridge Park, Mich. Date of birth July 10, 1889.

Give below all places of residence during the past FIVE years

From-- (Month and year)	To-- Month and year)	Number and Street	City and State
Oct. 1934	Oct. 1939	Middle Neebish Cut Lt. Sta. (Neebish Island)	
	SUMMER:	Oak Ridge Park, Mich.	Oak Ridge Park, Mich.
	WINTER:	600 E. Spruce St.	Sault Ste. Marie, Mich.

Give, in your own handwriting, the information requested below

Have you ever been arrested for any reason whatsoever? no (Yes or no)

If so, give details in space provided below.

Date of Arrest	Age	Charge	Court and Location	Judge	Disposition

No Reply Received From F. B. I.
Apparently No Criminal Record.

RECEIVED
OCT 9 1939
COMDR. CLEVELAND DISTRICT
U. S. COAST GUARD

Have you ever been fingerprinted? Yes Where? Sault Ste. Marie, Mich.
(Was in the U. S. Coast Guard at the time)

When? 1917 If for the Civil Service, what position?

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

Hugh Cook
Customary payroll signature of employee

Subscribed and sworn to before me this 5th day of October 1939.

Edwin McEveney
Notary Public

EDWIN McEVENEY
Notary Public, Chippewa County, Mich.
My commission expires My Commission Expires Jan. 11, 1942

July 1, 1939. Lighthouse Districts No. Tenth - Eleventh

consolidated with Cleveland Coast Guard District,

Headquarters Cleveland, Ohio.

See U. S. Coast Guard General Order No. 37, dated June 20, 1939.

7/1/39 Transferred from Bureau of Lighthouses, Department of Commerce, and consolidated with United States Coast Guard, under terms of Plan No. 2 of Reorganization Act of 1939, approved by Congress April 3, 1939.

File received - FEB 9 1940

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

Hugh Cook (Name) ——— Mich (Legal Residence)

STATUS

DESIGNATION	SERVICE AND GRADE	SALARY	ACTION	BUREAU	STATION—DISTRICT	DATE OF EFFECT
					11th Distr.	
Keeper	—	1320	TEMPORARY Nte 30 days	L. H.	Keeper (at large.	April 19, 1929
			LAST DAY OF SERVICE		May 18, 1929.	
Keeper	—	1320	TEMPORARY Nte 3 mos.	L. H.	At large	May 21, 1929
"		"	Extended 30 days	"	"	Aug 21, 1929
			LAST DAY OF SERVICE		Sept 8, 1929.	
Keeper	—	1140	Prob.	L. H.	At large	Sept. 9, 1929.
	—	1200	INCREASE IN COMPENSATION	"	"	Jan 1 1931

INCREASE IN COMPENSATION

U. S. DEPARTMENT OF LABOR

IMMIGRATION AND NATURALIZATION SERVICE

WASHINGTON

ADDRESS REPLY TO COMMISSIONER OF IMMIGRATION AND NATURALIZATION AND REFER TO FILE NUMBER

23/35453

NC

January 5, 1939.

DEPARTMENT OF COMMERCE
JAN 6 1939
DIVISION OF PERSONNEL

Mr. T. F. Jones,
Assistant Chief, Personnel Division,
Department of Commerce,
Washington, D. C.

Dear Sir:

Reference is made to the form submitted by your Department, a copy of which is enclosed, requesting verification of the arrival and citizenship status of one Hugh Cook, who claims to have acquired citizenship through the naturalization of his father, George Cook.

The files of this office show that one George Cook was naturalized in the Chippewa County Circuit Court, at Sault Ste. Marie, Michigan, on February 6, 1896. Inasmuch as naturalizations which occurred prior to September 27, 1906, make no mention of the wife or minor children of the naturalized person and no documents in support thereof have been submitted to this Service at this time, it is not in a position to vouch for the claim of the son, Hugh Cook, to United States citizenship.

There is attached hereto a Form 2400. If Mr. Cook has not already done so, it is suggested that he make application for a certificate of derivative citizenship which if issued will be in his own name.

Cordially yours,

By direction of the Commissioner,

J. H. Wagner, Assistant.

Enclosure.

JAN 6 1939
Copy transmitted to the Bureau of Lighthouses
EDW. J. GARDNER
Chief Division of Personnel
BUREAU OF LIGHTHOUSES
JAN - 6 1939

SPECIAL

DEPARTMENT OF COMMERCE
Division of Personnel
WASHINGTON

23
3 54 53

The Commissioner,
Immigration and Naturalization Service,
Washington, D. C.

Dear Sir:

Please furnish for the use of this office an official verification of the naturalization of the person named below:

Name of employee: Hugh Cook
Date and place of birth: Allen Park, Ontario(Gray County) July 10, 1889
Claims citizenship through naturalization(~~in own right~~
(of father
(~~of mother~~
(~~of husband~~

(If employee claims citizenship through naturalization of father or mother, give following):

Facts as to employee's arrival in the United States:

Date About 1890 (About 1 year old)
Place Neebish Island, Michigan via Richards Landing, St. Joseph Island, Ontario.
Name of steamship or other means of transportation Unknown

Name of person through whom citizenship is derived:

George Cook

Facts of naturalization of employee or person through whom he claims citizenship:

Certification of naturalization) Number None Date Feb. 6, 1896
~~xxxxxxxxxx xx xxxxxxxx~~)

Court: (State or Federal) State City ~~or County~~
Sault Ste. Marie State Michigan.

Yours very truly,

EDW. J. GARDNER. NOV 28 1938

EDW. J. GARDNER
Chief, Division of Personnel.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
3760 JEFFERSON AVENUE, EAST
DETROIT, MICH.

HMC:AIB

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSES

OCT 28 9 10 AM '38

OFFICE OF SUPERINTENDENT 11TH DISTRICT
DETROIT, MICH.

October 26, 1938.

COOK, Hugh; 1st Asst. Keeper, Middle Neebish Cut Light Station, Oak Ridge Park, Michigan:

Mr. Cook was born in Allen Park, Ontario, July 10, 1889. He claims derivative citizenship through the naturalization of his father, George Cook, who was issued unnumbered certificate by the State Court, Chippewa County, Sault Ste. Marie, Michigan on February 6, 1896.

Certified seen:

F. B. Dreager

Superintendent of Lighthouses.

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

December 31, 1930

Mr. Hugh Cook

Through the Commissioner of Lighthouses.

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

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

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER

Chief of Appointment Division.

From: $1140

To: $1200

Service and grade: Range $1140-1500

Appropriation (unit): Salaries, Keepers of Lighthouses.

11th District.

WHC

CANCELED

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

GOVERNMENT PRINTING OFFICE 11—9051

Standard Form No. 17
Approved by the President, March 26, 1926
B

CHIEF CLERK
1930 FEB 14 AM 5

REPORT ON PROBATIONARY APPOINTEE

This report to be made at expiration of fifth month of service. In cases where the probationary period comprises one year, this report is to be made at the expiration of the tenth month of service.

If service has been unsatisfactory, recommendation for discontinuance under the provisions of paragraph (c) of section 1 of Civil Service Rule VII should be forwarded immediately to the Department. A full statement of reasons should be set forth under "Remarks."

DEPARTMENT OF COMMERCE
FEB 14 1930
APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE
(Department)

11th Lighthouse District (Bureau or office) Detroit, Michigan, February 11, 1930. (Place and date)

To Commissioner of Lighthouses,
(Head of department or establishment)

The probationary period of the person named below expires at the close of business on March 8, 1930.

The conduct and capacity of this employee have been satisfactory during the probationary period, and (he) ~~(she)~~ is considered qualified for absolute appointment.

Name Hugh Cook

Position Keeper (2d Asst.)

Salary $1140.00 per annum

Appropriation Salaries, Keepers of Lighthouses.

Station Middle Neebish Cut Light Station, Mich.

Date of entrance on duty September 9, 1929.

Remarks:

CARDED

FEB 13 1930

Submitted: W P Harman
Acting Commissioner of Lighthouses.
(Head of bureau or office)

Chas A Park
(Signature of immediate superior)
Superintendent of Lighthouses.

GOVERNMENT PRINTING OFFICE 10—1732

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

U. S. LIGHTHOUSE SERVICE
RECEIVED
SEP 13 1929
DETROIT
ELEVENTH DISTRICT

DEPARTMENT OF COMMERCE
SEP 26 1929
APPOINTMENT DIVISION

CHIEF CLERK

1929 SEP 26 PM 3 44

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes of the United States

DEPARTMENT OF COMMERCE
(Department or Establishment)

11th Lighthouse District.
(Bureau or Office)

I, HUGH COOK, (Name in full, printed or typed) do solemnly swear ~~(or affirm)~~ that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter. So HELP ME GOD.

CARDED

Hugh Cook
(Signature of Appointee)

Subscribed and sworn to before me this 11th day of September, A. D. 1929

at Sault Ste Marie, (City or place) Mich (State)

[SEAL]

U. S. REPORT DATA ENTERED

Edward Thompson
Notary Public, Chippewa Co, Michigan
my commission expires Dec 26. 1932

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

Position to which appointed Keeper (2d Asst.) Middle Neebish Cut Light Station.

Date of entrance on duty September 9, 1929.

GOVERNMENT PRINTING OFFICE 10—1689

Form A-30

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

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

August 15, 1929.

Mr. Hugh Cook,

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 Eleven Hundred and Forty dollars per annum

effective upon entrance on duty.

Nature of appointment: Probationary.

Civil Service authority: Secretary, Seventh Civil Service District.

Classification allocation:

By direction of the Secretary:

Respectfully,

AUG 27 1929 CARDED

EDW. J. GARDNER,

Chief of Appointment Division.

GOVERNMENT PRINTING OFFICE

R 11

Appropriation (unit): Field.

Vice: Harry L. Dowry.

Legal Residence: Michigan.

APPOINTMENT DIVISION ENTERED 248 AUG 31 1929 ON JOURNAL DEPARTMENT OF COMMERCE

11-8657

Form SS-66

DEPARTMENT OF COMMERCE

LIGHTHOUSES 1929 SEP 26 58

1929 SEP 27 CHIEF CLERK AM 11 06

MEMORANDUM SHOWING LAST DAY SERVED BY TEMPORARY EMPLOYEE

(To be filled in immediately after the last day temporary employee serves, and forwarded to the office of the Secretary, Appointment Division)

C1-10-1

DEPARTMENT OF COMMERCE SEP 30 1929 APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE SEP 27 1929 APPOINTMENT DIVISION

Name of employee Hugh Cook

Classification / Allocation (Service and Grade)

Designation Keeper-at-Large

Compensation $1320 p.a.

Place of employment 11th Lighthouse District.

Last day served September 8, 1929.

APPOINTMENT DIVISION ENTERED OCT 12 1929 DEPARTMENT OF COMMERCE

2464

CARDED

Charles Tark

Superintendent of Lighthouses.
(Official title)

Date Detroit, Mich., September 21, 1929.

11th LH District.
(Bureau or service)

GOVERNMENT PRINTING OFFICE 11—2876

September 30, 1929.

r. Hugh Cook,

M Commissioner of Lighthouses.

Sir: Through the

The Department has extended the temporary limitation on your appointment to the position indicated below, effective August 21, 1929, and to continue for a period not to exceed thirty days.

A new appointment will not be issued to you as the result of this extension, nor will an oath of office be required.

Bureau..... Lighthouses.

Position..... Keeper.

Grade and salary..... $1320 per annum.

Station..... Field.

By direction of the Secretary: OCT 5 1929

Respectfully,

CARDED

R
Yi

Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED OCT 5 1929 2760 ON JOURNAL DEPARTMENT OF COMMERCE

Form 73
HMC:AB

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1929 SEP 30 AM 11

CHIEF CLERK

SEP 30 1929
APPOINTMENT DIVISION

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 11th DISTRICT, 03

Detroit, Mich., September 24, 1929.
(City) (Date)

OCT. 2 1929
DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION

COMMISSIONER OF LIGHTHOUSES:
(Through the Secretary, 7th U.S.Civil Service District)

Action recommended, Extension of temporary appointment for period not to exceed 30 days.

Name, Hugh Cook,

Position, Keeper-at-Large

Location, 11th Lighthouse District.

Effective, August 21, 1929.

Legal residence, Michigan

Proposed salary, $1320 per annum

Proposed range, $1320-1620

Appropriation, Sal. Kprs. of LH.

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

Former position, same

Location, same

Former salary, same

Former range, same

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

Previous incumbent, Himself

Reason, Termination of temporary appointment.

Services terminated, August 20, 1929.

APPOINTMENT DIV.
BUREAU OF LIGHTHOUSES
ACTION TAKEN
OCT 4 1929

Members of family in Government service,

Date of birth,

Remarks: It was expected to make Mr.Cook's appointment to Middle Neebish Cut LH effective before the expiration of his temporary appointment as keeper-at-large. Other changes upon which his probational appointment was contingent were not put into effect until later and an extension of his temporary appointment is therefore necessary for the period August 21 to September 8, inclusive, 1929.

Selection regular, ~~subject to the action of the U. S. Civil Service Commission,~~ under provisions of Sec. 4, Rule VIII, 19

SEP 25 1929

D. H. Thurston
Secretary, 7 Civil Service District.

Chas A Park.
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

SEP 28 1929

Submitted to the Secretary of Commerce, approved.

Action O. K.

Chief Clerk

D. H. Norman
Acting Commissioner of Lighthouses.

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

11—2314

Form 73
B

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES 1929 AUG 14 AM 8 50

DEPARTMENT OF COMMERCE AUG 15 1929 APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE AUG 21 1929 APPOINTMENT DIVISION CLERK

5

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 11th DISTRICT.

Detroit, Michigan, August 5, 1929.
(City) (Date)

1929 AUG 15 PM 2 9

COMMISSIONER OF LIGHTHOUSES:
(Through The Secretary, 7th C.S.District)

Action recommended, Probational appointment. (now temp)

Name, Hugh Cook,

Position, Keeper (2d Asst.)

Location, Middle Neebish Cut Light Station, Mich.

Effective, August 12, 1929.

Legal residence, Michigan

Proposed salary, $1140 per annum

Proposed range, $1140-1440

Appropriation, Sal. ~~Kprs.~~ of LH.

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

Former position, Keeper-at-Large (Temp.Appt.)

Location, 11th LH Dist. (Assigned to Fort Gratiot Light Station)

Former salary, $1320 per annum

Former range, $1320-1620

Rank on eligible list, No. 1 Rating, Asst.Kpr Percentage, 90.2, Other eligibles considered:
~~Vernon Johnson,~~, "C" E. Heinsberg
Frank J. Clancy, "C"

1140

Previous incumbent, Harry L. Sowry-(Lt.#584) Services terminated, about August 11, 1929.
Salary $1140 per an.

Reason, Transfer Pending.

Members of family in Government service, Five (Affidavit, Form 1769, is attached hereto)

Date of birth, July 10, 1889.

Remarks:

Selection regular, ~~subject to the action of the U. S. Civil Service Commission,~~ AUG 12 1929 19....

APPOINTMENT DIVISION ACTION TAKEN AUG 22 1929 DEPARTMENT OF COMMERCE

D. H. Swenson
Secretary, 7 Civil Service District.

Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

AUG 14 1929

Submitted to the Secretary of Commerce, approved.

Acting Commissioner of Lighthouses.

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

11—2314

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

U. S. LIGHTHOUSE SERVICE
RECEIVED
JUN 6 - 1929
DETROIT
ELEVENTH DISTRICT

CHIEF CLERK

5

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes of the United States

AUG 16 AM 11 23

DEPARTMENT OFCOMMERCE
(Department or Establishment)

11th Lighthouse District.
(Bureau or Office)

I, HUGH COOK, do
(Name in full, printed or typed)

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

C. S. REPORT DATA ENTERED

Hughcook.
(Signature of Appointee)

Subscribed and sworn to before me this 4th day of June, A. D. 1929

at Grand Marais, Mich
(City or place) (State)

[SEAL]

L. J. Oshaunder
Notary Public

CARDED

Com Exp 1/13 1933

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

Position to which appointed Keeper-at-Large

Date of entrance on duty May 21, 1929.

GOVERNMENT PRINTING OFFICE 10—1689

Form A-30

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

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

May 20, 1929.

Mr. Hugh Cook,

Through the Commissioner of Lighthouses.

Sir:

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

~~Keeper~~

in the ~~Lighthouse Service~~

at a salary of ~~Thirteen Hundred and Twenty~~ dollars per ~~annum~~

effective May 20, 1929, or upon entrance on duty, and to continue for a period not to exceed three months.

Nature of appointment: Temporary.

CARDED

Civil Service authority: Secretary, Seventh Civil Service District.

Classification allocation:

By direction of the Secretary:

Respectfully,

WM. J. GARDNER,

JUN 27 1929

Chief of Appointment Division.

R
11

Appropriation (unit): Field.

Vice: Yourself

Legal Residence: Michigan.

APPOINTMENT DIV. RECEIVED JUN 29 1929 2333 ON JOURNAL DEPARTMENT OF COMMERCE

11-8657

Form 73

HMC:AR

LIGHTHOUSES 1929 JUN 6 AM 9:04

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RECEIVED JUN-3 1929 CHIEF CLERK

1929 JUN 10 5 PM

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 11th DISTRICT.

Detroit, Michigan, June 1, 1929. 28
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:
(Through 7th C.S.District Secretary)

Action recommended, Temporary appointment for a period not to exceed three months. Legal residence,

Name, Hugh Cook — Proposed salary, $1320 per annum

Position, Keeper-at-Large — Proposed range, $1320-1620

Location, 11th Lighthouse District — Appropriation, ~~Sal. Kprs. of LH.~~

Effective, May 20, 1929. — ~~the actual date of entrance on duty, or~~ as soon thereafter as he enters on duty.

Former position, — Former salary,

Location, — Former range,

Rank on eligible list, No. 3 Rating, Percentage, , Other eligibles considered:

Previous incumbent, Himself - (Lt.#506) — Services terminated, May 18, 1929.

Reason, Termination of temporary appointment.

Members of family in Government service, None

Date of birth, July 10, 1889.

Remarks: Recent storm damage at Grand Marais Light Station necessitated the immediate employment of assistance and Mr.Cook was instructed by telegraph to enter on duty in view of the emergency involving the safety of life and property. His services will be required at Grand Marais for approximately one month after which he will be assigned to Marquette LH in connection with the operation of radiobeacon for extra periods of each day beginning in June for the benefit of the Lake Survey.

Selection regular, ~~subject to the action of the U.S. Civil Service Commission,~~ under provisions of Sec. 4, Rule VII[1], 19

JUN 4 - 1929

Secretary, 7 Civil Service District.

Superintendent of Lighthouses.

6-10-29

BUREAU OF LIGHTHOUSES
WASHINGTON
ACTION TAKEN
JUN 24 1929
DEPARTMENT OF COMMERCE

JUN 8 - 1929

Submitted to the Secretary of Commerce, approved.

Action O. K.

Chief Clerk

F. O. Dickinson

Acting Commissioner of Lighthouses

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

11—2314

Form SS-66

DEPARTMENT OF COMMERCE

MEMORANDUM SHOWING LAST DAY SERVED BY TEMPORARY EMPLOYEE

(To be filled in immediately after the last day temporary employee serves, and forwarded to the office of the Secretary, Appointment Division)

1929 MAY 29 AM 9 18

1929 JUN 1 AM 11 05

Name of employee Hugh Cook

Classification Allocation (Service and Grade)

Designation Keeper-at-alarge

Compensation $1320 p.a.

Place of employment 11th LH District (Assigned to Little Rapids Cut LH)

Last day served May 18, 1929.

For and in the absence of the Superintendent:

APPOINTMENT DIVISION 2 3861 JUN 8 1929 DEPARTMENT OF COMMERCE

H. L. Stull

Assistant Superintendent.
(Official title)

Date May 27,1929.

11th LH District.
(Bureau or service)

11—2876

CARDED

STANDARD FORM NO. 6
(Approved by the President March 28, 1924)

1929 MAY 29 AM 9:13 — RECEIVED — MAY 9 1929 — DETROIT — ELEVENTH DISTRICT — IMMIGRATION AND NATURALIZATION SERVICE

DEPARTMENT OF COMMERCE — MAY 1929 — APPOINTMENT SECTION

PERSONAL HISTORY

(Statement to be prepared by appointee in his own handwriting)

Bureau, division, or office Department of Commerce

1. Name in full Hughbook

2. Legal (voting) residence Michigan (State and Congressional District) 11 Chippewa (County) Sault Ste. Marie (City or town)

3. Where born? Allen Park (State or foreign country) Ontario (City or town) When born? 1889 (July 10) (Date)

4. If foreign, state whether naturalized or alien Naturalized

5. Indicate sex, marital condition, and race by check, thus: √

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

6. A complete record of your past civil service for the United States Government:

BRANCH OF SERVICE AND PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
			Month	Day	Year	Month	Day	Year
Coast Guard Enlisted at Sault Ste. Marie, Mich.	Chief Quartermaster	1575 ~~Mo~~ Yr.	April	1.	1906	Apr.	21	1926

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

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

Enlisted 4/1/06 Discharged 4/21/26 — Organization Coast Guard

Enlisted ____ Discharged ____ — Organization ____

8. EDUCATION (Circle number of years) (9)

Common school								High school				College				Degrees, if any
1	2	3	4	5	6	7	8	1	2	3	4	1	2	3	4	

9. State special qualifications Experienced in operating & navigating Boats

CARDED

10. Name, relationship, and address of person to be notified in case of emergency:

Rubina Cook (Name) Wife (Relationship)

600 E. Spruce (Post office address) Sault Ste. Marie, Mich.

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

Hughbook
(Name as usually written and which will be used as official signature)

May 8 - 1929 (Date)

Present address Sault Ste. Marie, Mich.

10—1659

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

[redacted] [redacted]

U.S. LIGHTHOUSE SERVICE RECEIVED MAY 9 - 1929 CLERK DETROIT ELEVENTH DISTRICT

1929 MAY 31 AM 11 06

DEPARTMENT OF COMMERCE MAY 31 1929 APPOINTMENT DIVISION

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes of the United States

DEPARTMENT OF COMMERCE (Department or Establishment)

11th Lighthouse District. (Bureau or Office)

I, HUGH COOK (Name in full, printed or typed), do solemnly swear (~~or affirm~~) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter. So HELP ME GOD.

Hugh Cook
(Signature of Appointee)

Subscribed and sworn to before me this 8 day of May, A. D. 1929

at Sault Ste. Marie (City or place), Mich. (State)

U. S. REPORT DATA ENTERED CARDED

[SEAL]

Eugene Lanctin
Deputy Clerk of the Circuit Court

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

Position to which appointed Keeper-at-Large (Assigned to Little Rapids Cut LH)

Date of entrance on duty April 19, 1929.

GOVERNMENT PRINTING OFFICE 10—1689

Form A-30

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

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

April 19, 1929.

Mr. Hugh Cook,

Through the Commissioner of Lighthouses.

Sir:

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

Keeper

in the Lighthouse Service

at a salary of Thirteen Hundred and Twenty dollars per annum

effective April 19, 1929, and to continue for a period not to exceed 30 days.

Nature of appointment: Temporary.

Civil Service authority: Secretary, Seventh Civil Service District.

Classification allocation:

MAY 6 1929

By direction of the Secretary:

Respectfully,

ADM. J. GARDNER

R
11

Chief of Appointment Division.

Appropriation (unit): Field.

Vice: Edward W. Pyttyle.

Legal Residence: Michigan.

APPOINTMENT DIVISION 2273 MAY 11 1929 DEPARTMENT OF COMMERCE

CARDFD

11-8657

DUPLICATE

Form 73
HMC:AB

LIGHTHOUSES 1929 APR 26 AM 9 00

Duplicate
NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE APR 29 1929 APPOINTMENT DIVISION

CHIEF CLERK 1929 APR 27 PM 3

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 11th DISTRICT

Detroit, Michigan, April 19, 1929. 3 49
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:
(Through the Secretary, 7th C.S.District)

Action recommended, Temporary appointment for period not to exceed 30 days.

Name, Hugh Cook

Position, Keeper-at-Large

Location, 11th LH District (Assigned to Little Rapids Cut Light Station)

Effective, April 19, 1929.

Legal residence, Michigan

Proposed salary, $1320 per annum

Proposed range, $1320-1620

Appropriation, ~~Sal.Kprs. of LH.~~

~~xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx~~
~~xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx~~

Former position,

Location,

Former salary,

Former range,

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

Emergency appointment; only local eligibles considered.

Previous incumbent, ~~Gustav T.A.Nitz~~ Edward W. Byttyle (Resigns)

Services terminated, June 27, 1928.

Reason, Termination of temporary appointment.

Members of family in Government service, None

Date of birth, July 10, 1889.

Remarks: The Keeper of Little Rapids Cut LH is incapacitated for duty and it is necessary to assign Mr. Cook to duty immediately in the interest of safety of life and property before receipt of the usual notice of appointment.

Selection regular, ~~subject to the action of the U. S. Civil Service Commission~~, under provisions of Sec. 4, Rule VIII

APR 24 1929

[signature]
Civil Service District.

Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

April 26, 1929.

Submitted to the Secretary of Commerce, approved, attention being invited to nomination in this case, submitted by the Bureau under date of April 22. Checked 4/24/29.

Action O. K.

Chief Clerk

APPOINTMENT DIVISION NECESSARY ACTION TAKEN MAY 2 1929 DEPARTMENT OF COMMERCE

[signature]
Acting Commissioner of Lighthouses.

1 Strike out the clause which does not apply.

11—2314

Form 73
HMC:AB

LIGHTHOUSES 1929 APR 22 AM 9 25

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1929 APR 23 AM 11 17 CHIEF CLERK

DEPARTMENT OF COMMERCE APR 23 1929 APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE APR 26 1929 APPOINTMENT DIVISION

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 11th DISTRICT,

Detroit, Michigan, April 19, 1929. , 19
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:
(Through The Secretary, 7th C.S.District)

Action recommended, Temporary appointment for period not to exceed 30 days.

Legal residence, Michigan

Name, Hugh Cook

Proposed salary, $1320 per annum

Position, Keeper-at-Large

Proposed range, $1320-1620

Location, 11th LH District(Assigned to Little Rapids Cut Light Station)

Appropriation, ~~Sal. Kprs. of LH.~~

Effective, April 19, 1929.

~~xxxx