LIGHTHOUSE SERVICE/LIFESAVING SERVICE—RECORDS CHECKED

Employee Name: COWAN, SHIRLEY Francis **DOB:** 1890

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: _____

Form 72 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

Department of Commerce and Labor
LIGHT-HOUSE ESTABLISHMENT

BUREAU OF LIGHT-HOUSES ☆ MAR 27 1911 ☆ DEPT OF COMMERCE AND LABOR

Office of Inspector 17th District,

Portland, Ore., March 21, 1911.

The Commissioner of Light-Houses,

Washington, D. C.

Sir: I have the honor to recommend the (1) temporary appointment
(Probationary appointment, transfer, promotion, etc.)
of (2) Shirley Cowan of (3) Washington,
(Name of person—letter for letter—as reported to Board) (State of legal residence)
from (4) .....
(Official title of present position, as Keeper, First Assistant Keeper, etc.)
at (5) .....
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
at (6) $..... to (7) Third Assistant Keeper
(Salary now paid) (Official title of position, as Keeper, First Assistant Keeper, etc.)
at (8) Cape Flattery Light-Station, Washington, at
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
(9) $516 per yr., effective beginning (10) Feb. 22, 1911, (the date
(Salary recommended)
of his entrance on duty) until close of Mar. 8, 1911,
(Strike out the clause not appropriate)
in the place of (11) Harold B. Hobbs
(State name of *last* person holding position)
who (12) was promoted on (13) Feb. 18, 1911.
(Died, transferred, resigned, dismissed, etc.)
No member of Mr. Cowan's family is in the Government service.
Mr. (14) ..... stands No. (15) ..... in list of eligibles,
Class (16) ....., with an average of (17) ..... per cent, and
was considered with (18) .....
(19) letters of declination of ..... herewith.

Respectfully,

Commander, U. S. N.,
Inspector.

Department of Commerce and Labor
BUREAU OF LIGHT-HOUSES
MAR 27 1911

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

Acting Commissioner

11—2314

Form 73 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

Department of Commerce and Labor
LIGHT-HOUSE ESTABLISHMENT

BUREAU OF LIGHT-HOUSES MAR 27 1911 DEPT. OF COMMERCE AND LABOR

Office of Inspector 17th District,

Portland, Ore., March 21, 1911.

The Commissioner of Light-Houses,

Washington, D. C.

Sir: I have the honor to recommend the (1) probationary appointment (Probationary appointment, transfer, promotion, etc.)
of (2) Shirley Cowan (Name of person—letter for letter—as reported to Board) of (3) Washington, (State of legal residence)
from (4) temporary Third Assistant Keeper (Official title of present position, as Keeper, First Assistant Keeper, etc.)
at (5) Cape Flattery Light-Station, Washington, (Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
at (6) $516 per yr. (Salary now paid) to (7) Third Assistant Keeper (Official title of position, as Keeper, First Assistant Keeper, etc.)
at (8) Cape Flattery Light-Station, Washington, (Official name of aid, as given in Light List, as Absecon Light-Station, N. J.) at
(9) $516 per yr. (Salary recommended), effective beginning (10) Mar. 9, 1911, (the date
of his entrance on duty) (~~or thereafter and on receipt of duty~~) (Strike out the clause not appropriate)
in the place of (11) himself (State name of *last* person holding position)
who (12) temporary appointment expired (Died, transferred, resigned, dismissed, etc.) on (13) March 8, 1911.
Mr. (14) Cowan stands No. (15) 1 in list of eligibles,
Class (16) 1, with an average of (17) 95.20 per cent, and
was considered with (18) William H. Hicks and Charles E. Lomler, the former accepted and the latter was not heard from after reasonable time.
(19) letters of declination of herewith.
No member of Mr. Cowan's family is in the Government service.

Respectfully,

Commander, U. S. N.,
Inspector.

Department of Commerce and Labor
BUREAU OF LIGHT-HOUSES

MAR 27 1911

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

Acting Commissioner

11—2314

Copy.

MEMORANDUM SHOWING LAST DAY SERVED BY TEMPORARY EMPLOYEE

(To be filled in immediately after the last day temporary employee serves, signed by the head of the bureau. and forwarded to the Secretary of Commerce and Labor.)

Name of employee Shirley Cowan April 1-Feb.22,1911, until close of March 8, 1911.

Designation Third Assistant Keeper *Compensation* $516 per annum.

Place of employment Cape Flattery Light-Station, Wash.

Last day served March 8, 1911.

By direction of the Commissioner:

T. S. Clark,

Chief Clerk,

(*Official title.*)

Date April 5, 1911.

Bureau of Lighthouses.

(*Bureau or service.*)

11—2876

HB

92

Form 73

ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF APPOINTEE

BUREAU OF LIGHT-HOUSES
OCT 23 1911
DEPT. OF COMMERCE AND LABOR.

Department of Commerce and Labor
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, **17th.** DISTRICT,

Portland, Oregon, October 23 , 1911

THE COMMISSIONER OF LIGHTHOUSES:

The following recommendation is submitted:

Action proposed, Increase in compensation

Name, **Shirley Cowan** Legal residence, **Washington.**

Position, **Third Assistant Keeper** Salary, **$540.00**

Location, **Cape Flattery Light Station, Washington.**

Effective **October 9, 1911,** on the actual date of entrance on duty.

Former position, **same** Former salary, **$510.00**

Location, **same**

Rank in list of eligibles, Rating, Percentage,

Other eligibles considered,

Letters of declination inclosed,

Previous incumbent, **same** Services terminated, **October 8, 1911.**

Reason, **Change in rate of pay authorized by Department letter October 9, 1911.**

Remarks:

Salaries of Keepers of Lighthouses, 1912.

Henry L. Beck
Inspector.

Department of Commerce and Labor
BUREAU OF LIGHTHOUSES
WASHINGTON

OCT 28 1911

Respectfully submitted to the Secretary of Commerce and Labor, approved.

11—2314

O'Benover
Acting Commissioner

ECH -116-P
Form 73

ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF APPOINTEE

Department of Commerce and Labor
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, 17th DISTRICT,

BUREAU OF LIGHT-HOUSES
MAY 22 1912
DEPT OF COMMERCE AND LABOR

Portland, Oregon, May 17, 1912

THE COMMISSIONER OF LIGHTHOUSES:

The following recommendation is submitted:

Action proposed, promotion

Name, **Shirley Cowan** Legal residence, **Washington.**

Position, **Second Assistant Keeper in the Lighthouse Service** Salary, **$600. per annum.**

Location, **Cape Flattery Light-Station, Wash.**

Effective **June 1, 1912,** / **or as soon thereafter as he enters on duty** ~~on the actual date of entrance on duty~~

Former position, **Third Assistant Keeper Lighthouse Service.** Former salary, **$540. per annum.**

Location, **Cape Flattery Light-Station, Wash.**

Rank in list of eligibles, - Rating, - Percentage, -

Other eligibles considered, -

Letters of declination inclosed, -

Previous incumbent, **Harold B.Hobbs** Services ~~terminated~~ **will** **May 31, 1912.**

Reason, **Resigned.**

Remarks: Appropriation: **Salaries of Keepers of Lighthouses.**

C M Leick

Asst. Superintendent,
In the absence and by direction of the Inspector.

McC.

Department of Commerce and Labor
BUREAU OF LIGHTHOUSES
WASHINGTON

May 22, 1912.

Respectfully submitted to the Secretary of Commerce and Labor, approved.

11—2314

C A Bowers
Acting Commissioner.

McC-JL

Commendation. March 7, 1913.

Shirley Cowan, Second Assistant Keeper of
Cape Flattery Light Station, Wash.
(Through the Lighthouse Inspector, Portland, Oreg.)

Referring to the report by the 17th Inspector of the rescue of the crew of the gasoline launch Moonlight, on the evening of February 10, 1913, which caught fire and burned when eight miles to the southward of Cape Flattery Light Station.

The Bureau is gratified to learn that it has in its service men who go to the assistance of others whose lives are endangered, and commends you for your action on that occasion.

The fact that you have been commended will be noted on the records of the Department, this Office and those of the Inspector, as a part of your official history.

Commissioner

Bureau of Lighthouses, Washington
MAR 7 1913

To Lighthouse Inspector Portland, Oreg.
for files of his office. By direction of the Commissioner:

Chief Clerk.

Bureau of Lighthouses, Washington,
MAR 7 1913

Submitted to Secretary of Commerce ~~and Labor~~ for his information.

Acting Commissioner.

READ THE INSTRUCTIONS ON PAGE 3

Department of Commerce and Labor



EFFICIENCY REPORT

(The parenthetical letters refer to instructions on page 3, which instructions should be read and understood before attempting to fill out the form.)

1. Name Cowan, Shirley 2. Age 31 (Last birthday.)

3. Bureau Lighthouse 4. Position 3rd Asst Keeper

5. Compensation $516.00 6. Where employed Cape Flattery Light Sta.

7. When appointed (a) Mar 9, 1911 8. How appointed (b) Through C. S. Exam

9. Status under Civil Service Rules (c) 3/8 Class. Comp.

10. Is the employee an honorably discharged soldier or sailor? No

11. Does the employee receive a pension? - If so, state the amount -

12. Other Government service None

13. Duties (describe fully) Usual duties of position

14. Has the employee special qualifications? No If so, state them

15. Efficiency (d):

	Averages.	Relative weights.	Products of averages multiplied by weights.
Quantity of work	100	2	200
Quality of work	100	3	300
Interest manifested in work (see also Question 17)	100	3	300
Attendance	100	2	200
Total		10	1000
Average percentage			100

11—4259

LIGHTHOUSES

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
PORTLAND, OREG.
RCH/GG

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1920 SEP 1 AM 8 24

9/3/20 Commended.
Copy to Asstnt Dir.
" " Lucy, Files
" " F.L.&D. Cont.
" " U.S. Bulletin
" " 17th Dist.

Ayres
Engr. Cons.
Mar. Engr.
Personnel
Accounts.
Contracts
Chf. Clk.
Dep. Comm.
Commr.

OFFICE OF SUPERINTENDENT, 17TH DISTRICT
PORTLAND, OREG.

August 27, 1920.

Dept commended RC

To: Commissioner of Lighthouses.

Subject: Shirley Cowan towed schooner William Bowden to safety.

1. Under date of August 20, 1920, the Keeper at Cape Flattery Light Station, Wash., writes:

> "The sailing schooner William Bowden was becalmed near the breakers at the mouth of the Quilayute River in a dangerous condition and the 1st Assistant Shirley Cowan towed her to safety with his launch "Shirley"."

2. Newspaper reports at the time stated this schooner had been wrecked near the mouth of the Quilayute River, and but for the assistance rendered by Mr. Cowan she probably would have been, as this section of the Washington Coast is thickly studded with sunken rocks and other dangers.

3. Department commendation is recommended, as in addition to the valuable assistance rendered to the vessel, Mr. Cowan covered a distance of about 60 miles in his launch at some considerable risk to himself.

IN THE ABSENCE AND BY DIRECTION OF THE SUPERINTENDENT

R. C. Hart,
Chief Clerk.

Quillayute
T C
9/2

JAH; LOH

SEP 8 1920

Sir:

Referring to report of assistance rendered by you on August 20, 1920, in towing to safety the schooner WILLIAM BOWDEN, which was becalmed near the breakers at the mouth of the Quillayute River, Washington, the Department is pleased to commend you for the assistance rendered, which will be noted on the records as part of your official history.

Respectfully,

W.C.B.

J. W. ALEXANDER
Secretary of Commerce.

Shirley Cowan, 1st Asst. Keeper,
Cape Flattery Light Station, Wash.
(Through Commissioner of Lighthouses)

Bureau of Lighthouses, Washington

To Superintendent of Lighthouses, Portland, Oregon,
or files of his office. By direction of the Commissioner, See your report of Aug. 27, 1920.

W.C.B.

Chief Clerk.

J. W. ALEXANDER

LIGHTHOUSES---Bureau's files

Exact copy as signed by _____

Mailed _____ by _____

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
PORTLAND, OREG.
RCH/GG

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSES

1921 OCT 12 AM 6 07

Engrs.
Engr. Comr.
Mar. Engr.
Personnel
Accounts.
Contracts
Chf. Clk.
Supply
Commdr.

OFFICE OF SUPERINTENDENT, 17TH DISTRICT
PORTLAND, OREG.

File P.

10/19/21 Commended Cowan Copy to Supt " " appd Dept " " for Dept

Noted EB7

October 7, 1921.

To: Commissioner of Lighthouses.

Subject: Commendation Shirley Cowan, 1st Assistant Keeper, Cape Flattery Light Station, Wash.

1. The following is a copy of a letter under date of September 30, 1921, of the Keeper of Cape Flattery Light Station, Wash., reporting assistance rendered various launches and people by Shirley Cowan, 1st Assistant Keeper of that station:

"August 16th pulled gas boat 'D & M' off the beach five miles north of Umatilla Reef, Wash., with aid of Coast Guard. Aug. 19th found launch that had been broken down and drifting for thirty hours, with two men on board, six miles south of Umatilla Reef and towed it to Neah Bay, Wash. Aug. 31st pulled gas boat 'Sea Rover' off north spit at mouth of Quillayute River, Wash., in a southeast storm. Aug. 23rd took charge of man, his wife and two babies wrecked on beach at mouth of Hoh River, Wash., in gas boat 'Rambler'. Helped save and dry their clothes that washed ashore, furnished food and extra clothing and next day took them to Mora, Wash."

2. As all of the foregoing assistance was rendered off the exposed seacoast of the State of Washington, it would seem that Mr. Cowan again merits special Department commendation.

(Sgd.) Warrack,

Superintendent.

Hol-W

OCT 19 1921

Sir:

Referring to report of assistance rendered by you on August 16, 19, 23, and 31, 1921, respectively, in pulling the gas boat D & M off the beach north of Umatilla Reef, in towing a disabled launch with two men board to Neah Bay, in aiding occupants of the wrecked gas boat RAMBLER, and in pulling the gas boat SEA ROVER off north spit at mouth of Quillayute River, the Department takes pleasure in commending you for the services rendered, which will be noted on the records as part of your official history.

Respectfully,

Secretary of Commerce.

Shirley Cowan, First Assistant Keeper,
Cape Flattery Light Station, Wash.
(Through Commissioner of Lighthouses).

Bureau of Lighthouses, Wash., Copy to 1/7th Supt.

LIGHTHOUSES---Bureau's files

Exact copy as signed by _____
Mailed _____ by _____

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
PORTLAND, OREG.
RCH/GG

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1921 OCT 12 AM 6 07

Engr. Comm.
Mar. Engr.
Personnel
Accounts.
Contracts
Opt. Clk.
Pub. Comm.
Comm.

OFFICE OF SUPERINTENDENT, 17TH DISTRICT
PORTLAND, OREG.

File P.

10/19/21 Commended Gowan
Copy to Supt
" " Capt Cox
" " Ho + Sig
" " Insp

Notes
EB7

October 7, 1921.

Dept commended
Nov 13

To: Commissioner of Lighthouses.

Subject: Commendation Shirley Cowan, 1st Assistant Keeper, Cape Flattery Light Station, Wash.

1. The following is a copy of a letter under date of September 30, 1921, of the Keeper of Cape Flattery Light Station, Wash., reporting assistance rendered various launches and people by Shirley Cowan, 1st Assistant Keeper of that station:

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(Sgd.) Warrack,

Superintendent.