SEP 10 2024 PM12:13

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

Date: 9/9/2024

REQUESTER INFORMATION

Name (Please Print – Last, First, Middle)	Researcher ID Card Number
Anderson, Kraig	
E-Mail Address:	**Phone Number:**
kraiga@gmail.com	858-357-5100

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
Dawes, William, F.		1880 ME

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: 1974 ME

State of Residence (upon entry into service):

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

Researcher Signature: Kraig Anderson

CIVILIAN SERVICE

(Agency & Location)		
Lighthouse Service (ME)		
From: 1929	To: 1945	
(Agency & Location)		
From:	To:	
(Agency & Location)		
From:	To:	

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

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STAFF USE ONLY

Appointment Time and Date:

Additional Researchers: ☐ Yes ☐ No

CMRS Service Request Number: 2-300405711511

CMRS Search Request Number(s):

Attendant Signature:

Remarks: Submitted to Arch Search 9/25/24 KA

Soundex D200

24 NOV 5 AM 11:03:56

SCREENING NOTES

- ☐ Reviewed and Nothing Removed
- ☐ Items Removed and User Informed
- Hold Requested: ☐ Yes ☐ No
- Total Requests:
- Screened Items:
- ☐ Additional charge outs and signatures on reverse side
- Time Out:
- Final Return:

LIGHTHOUSE SERVICE/LIFESAVING SERVICE—RECORDS CHECKED

9/26/1881

Employee Name: DAWES, WILLIAM F **DOB:** 1/1/1880, ME

SOUNDEX: D200

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: **DOS: 1929 TO 1945; DOD: 1/1/1974, ME; LIGHTHOUSE SERVICE, ME**

(PC)

FEB 16 1949

CG-75

Honorable Owen Brewster
United States Senate
Washington, D. C.

My dear Senator:

Reference is made to your letter of February 11, 1949, with which you enclosed a letter from Mr. Edward A. Mansfield in behalf of Mr. William F. Dawes, a former Keeper in this Service.

Mr. Mansfield is apparently of the opinion that Mr. Dawes has retirement deductions to his credit for which refund should be made. As explained in a previous letter this is not the case. No deductions were made from Mr. Dawes' salary for retirement purposes during the period of his employment with the former Lighthouse Service and the Coast Guard, and consequently there is no money to his credit either at the Coast Guard or at the Civil Service Commission.

Mr. Dawes had a status for retirement under the provisions of the Lighthouse Retirement Act of June 20, 1918, as amended. This is a non-contributory retirement system, and no deductions are made from an employee's salary for retirement under this act, such retirement being in effect a gratuity.

Mr. Mansfield's letter is returned herewith.

Very truly yours

J. F. FARLEY
Admiral, U. S. Coast Guard
Commandant

JJH:dtc
Date typed: 2/15/49
Return to 3020 3-2

2/17

(Fill in blocks as initialled - do not use for routing)

OFFICE OR DIVISION DESIGNATORS	PC	P	C											
INITIALS OF RESPONSIBLE OFFICERS														
INTRA-OFFICE OR DIVISION INITIALS														

A8604

EDWIN C. JOHNSON, COLO., CHAIRMAN
ERNEST W. MC FARLAND, ARIZ.
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ESTES KEFAUVER, TENN.
CHARLES W. TOBEY, N.H.
CLYDE M. REED, KANS.
OWEN BREWSTER, MAINE
HOMER E. CAPEHART, IND.
JOHN W. BRICKER, OHIO
EDWARD S. JARRETT, CLERK

United States Senate

COMMITTEE ON
INTERSTATE AND FOREIGN COMMERCE

3.2

February 11, 1949

Admiral Joseph F. Farley
The Commandant
Coast Guard Headquarters
Washington, D. C.

Re: William F. Dawes
File: CG-75

Dear Admiral Farley:

I am enclosing herewith a letter I have just received from Edward A. Mansfield in further regard to the case of William F. Dawes.

I will appreciate your further consideration of this matter.

Cordially yours,

Owen Brewster

Owen Brewster, U.S.S.

OB:hm
encl.

(PC)

CG-75

Honorable Owen Brewster
United States Senate
Washington, D. C.

My dear Senator:

The U. S. Civil Service Commission has referred your letter of January 25, 1949, together with other correspondence, to this Service for reply inasmuch as the provisions of the Lighthouse Retirement Act of June 20, 1918, as amended, are administered by the Coast Guard.

In his letter Mr. Edward A. Mansfield seeks information as to why Mr. William F. Dawes has not received a refund of his retirement deductions inasmuch as application for same was submitted on or about September 1, 1948.

You are advised that an examination of the records discloses that William F. Dawes was employed as a Keeper by the Lighthouse Service and the Coast Guard from April 15, 1929, through May 31, 1945, when he resigned for "personal reasons". During the entire period of this employment he came under the provisions of the Lighthouse Retirement Act.

Under the provisions of this Act, no deductions are made from an employee's salary for retirement purposes, such retirement being in effect a gratuity. Consequently, there is no money or fund to the credit of such an employee to be claimed by him upon resignation.

Mr. Mansfield's letter is returned herewith.

Very truly yours

R. T. McELLIGOTT
Rear Admiral, USCG
Chief, Office of Personnel

JJH:dtc
Typed 2/4/49
Return to 3020 3-2

2 | 7

(Fill in blocks as initialled - do not use for routing)

OFFICE OR DIVISION DESIGNATORS	PC	P	C											
INITIALS OF RESPONSIBLE OFFICERS	RTM													
INTRA-OFFICE OR DIVISION INITIALS	JJH	JJH												

A8604

UNITED STATES CIVIL SERVICE COMMISSION
WASHINGTON 25, D. C.

ADDRESS ONLY
"CIVIL SERVICE COMMISSION"
IN YOUR REPLY REFER TO
FILE
RET:R:COR:RL:an
AND DATE OF THIS LETTER

January 31, 1949

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

Attn: Mr. Higgins

Dear Sir:

The attached correspondence is forwarded for your consideration since the matter is under the jurisdiction of your office.

Senator Brewster has been informed of this reference.

Very truly yours,

Warren B. Irons

Warren B. Irons
Chief, Retirement Division

UNITED STATES CIVIL SERVICE COMMISSION
WASHINGTON 25, D. C.

ADDRESS ONLY
"CIVIL SERVICE COMMISSION"
IN YOUR REPLY REFER TO
RET.R.CORR.Irons
FILE
AND DATE OF THIS LETTER

January 31, 1949

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

Attn: Mr. Higgins

Dear Sir:

The attached correspondence is forwarded for your consideration since the matter is under the jurisdiction of your office.

Senator Brewster has been informed of this reference.

Very truly yours,

Warren B. Irons
Chief, Retirement Division

United States Senate

January 25, 1949

Respectfully referred to

Mr. James B. Baugh, Jr.

with thanks for such favorable consideration as the communication herewith submitted warrants, and for a report thereon, to accompany return of inclosure.

By direction of

Owen Brewster

GPO 9—2470 Owen Brewster, U. S. S.

N. G. G. 9689

SALARY RECORD

File

DIEBOLD 1101-478

DATE	AMOUNT	GRADE RANGE	SALARY	STATUS	CURRENT EFF. RATING	LOCATION
4-1-42	$60	$1140-1500	$1320 *	2 A.Keeper	Good - 4	Bos. C.Elizabeth
10- 1-43	60	1140-1500	1380 *	Keeper	Excellent - 1	Bos.
					G - 3-31-44	
12-1-44	----	1200-1560	1380 *	Keeper	G-2-21-45	Bos.-Cape Elizabeth
4-1-45	Not eligible on basis of efficiency rating					

Res. Cob 5-31-45

file

Dawes, William F.

7-1-45 * +$240 pa gtis

DEPT. STOCK FORM 2249
REV. 12-41

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

PAGE: 1

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date June 1, 1945

Name: Dawes, William F. (Mr.)

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

Nature of Recommendation Resignation (Paid for 100 days and 4 hours annual leave from June 1, through October 9, 1945).

Effective: Close May 31, 1945

	FROM 1376	TO
Position	Keeper	
Grade	Range $1200-1560	
Salary	$1380 p.a. plus $240 p.a. Qtrs.	
C. S. C. No.		
Bureau or Div.	U. S. Coast Guard	
Organizational Subdivisions		
Headquarters	Boston, Mass.	
Post of Duty	Cape Elizabeth Lt.Sta., Maine	
Appropriation	Civilian Employees, C.G.	
Allotment		

1200
240
1440

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

Remarks: It is noted that you resigned for personal reasons.

Justification:

Mr. Dawes' resignation is attached.

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~~ NAVY DEPARTMENT)

DATE APPROVED BY THE SECRETARY ~~OF THE TREASURY~~

JUN 7 1945

HW

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION
Regular

DATE OF BIRTH
9-26-81

LEGAL RESIDENCE
Maine

SEX
M

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

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

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

DATE OF OATH

RESIGNATION FORM
UNITED STATES COAST GUARD
NAVSG-2795 (9-44)

3-2 to Miss Worley

MAY 30 1945

DATE: 5/9/45

I hereby tender my resignation effective at the expiration of my annual leave, if any.

NAME	GRADE	SALARY
DAWES, William F.	1st Asst. Keeper (Range $1200-$1560)	$1380 p.a. plus $240 p.a. Qtrs.
DIVISION OR STATION	SECTION	EFFECTIVE DATE
Cape Elizabeth Lt. Sta., Me.	Portland Section	cob, 31 May, 1945

REASON FOR RESIGNING To engage in commercial lobster fishing.

William F. Dawes
WILLIAM F. DAWES (Signature of employee)

COMMENTS BY SUPERVISOR(S)

No comment

INDORSEMENT - 1

DATE May 14, 1945

TO THE COMMANDANT (PCP) via DCGO

Forwarded, recommending acceptance, *

Harry N. Cochrane
Harry N. Cochrane
By Direction
(Signature, head of Division or Station)

DATA FOR SEPARATION ACTION

	DAYS OR DATES	HOURS	
LAST DAY WORKED	5/31/45	8	NUMBER OF HOURS OF LEAVE WITHOUT PAY ON DATE OF SEPARATION None
EARNED ANNUAL LEAVE TO CREDIT	100	4	
ANNUAL LEAVE EXPIRES	10/9/45	8	Rose Schwartz (Signature of leave clerk)

NAME OF DISTRICT OR INDEPENDENT UNIT
DCGO, 1st Naval District

DATE 28 May, 1945

INDORSEMENT - 2

TO THE COMMANDANT (PCP)

Forwarded, recommending acceptance *

Employee is being compensated in a lump sum for accumulated and current accrued annual leave.

Leave okd JP

C. M. ELLISON
By direction (For DCGO or C.O. Independent Unit)

*If acceptance of resignation is not recommended, state clearly and in detail the reasons why different action is proposed.

MAY 31 1945 EB

DEPT. STOCK FORM 2249
REV. 12-41

NAVY

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 46

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date November 25, 1944

Name: Dawes, William F., Mr.

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

Nature of Recommendation

Promotion

Effective: December 1, 1944

	FROM 1377	TO 1376
Position	Keeper	Keeper
Grade	Range $1140-1500	Range $1200-1560
Salary	$1380 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	U. S. Coast Guard
Organizational Subdivisions		
Headquarters	Boston, Mass.	Boston, Mass.
Post of Duty	Cape Elizabeth Lt.Sta.,Me.	Cape Elizabeth Lt.Sta.,Me.
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 District.

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)

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 9-26-81

LEGAL RESIDENCE: Maine

SEX: Male

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE
	*

NAME: *John H. Olsen (Res. 11-11-44)

C.S.C. NO.:

ACTION NO.:

DATE:

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

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

DATE OF OATH

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

DATE APPROVED 11-25-44

NOV 27 1944

PERSONNEL RECOMMENDATION
UNITED STATES COAST GUARD
NAVCG-2660-REV.2-44

TO: COMMANDANT, UNITED STATES COAST GUARD

FROM (Recommending Office)	LOCATION	DATE
DCGO, 1st Naval District	Boston, Massachusetts	11 November, 1944

NATURE OF RECOMMENDATION

PROMOTION

NAME (Last, First, Middle Initial)	LEGAL RESIDENCE	DATE OF BIRTH	VET'S. PREF.?
DAWES, William F.	Maine	9/26/81	No

	FROM	TO
POSITION & NUMBER	2nd Asst. Keeper Bureau No. 1377	1st Asst. Keeper Bureau No. 1376
GRADE OR RANGE & PAY	(Range $1140-$1500) $1380. p.a.	(Range $1200-$1560) $1380. p.a.
VALUATION OF QUARTERS	$240. p.a.	$240. p.a.
APPROPRIATION	Civilian Employees, C. G.	Civilian Employees, C. G.
STATION	Cape Elizabeth LH, Me.	Cape Elizabeth LH, Me.
OFFICE	DCGO, 1st Naval District	DCGO, 1st Naval District
DIVISION	---	---
SECTION	Portland Section	Portland Section

PROPOSED EFFECTIVE DATE 12-1-44 11/16/44

[ ] THE ACTUAL DATE OF ENTRANCE ON DUTY
[X] AS SOON THEREAFTER AS HE ENTERS ON DUTY

POSITION CLASSIFICATION OR JOB DATA

[ ] NEW POSITION

[X] VICE OLSEN, John H. (Previous Incumbent) (J.C.S.#-IVb Only) cob, 11/11/44 - Resigned (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: Funds are available to cover the action recommended above. The vacancy created by the above action will be filled by the transfer of Arthur R. Marston from Petit Manan LH, Me. In this connection, see Form 2660 in Mr. Marston's case, dated 11 November, 1944, which is being forwarded to HQ concurrently.

Certified as required in Instruction 6:

C. M. Ellison

C. M. ELLISON (Signature of Recommending Officer)
By direction

STOCK FORM 2249

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 9

TO:

Date Prepared 1 October, 1943

Name: Dawes, Killian T.

From: U. S. Coast Guard

Bureau No.:

Effective: 1 October, 1943

Promotion

7243

	FROM	TO
	7243	7243
Position		Keeper
Grade	Range $1140-1500	Range $1140-1500
Salary	$1380 p.a. plus $240 trs.	$1380 p.a. plus $240 trs.
C. S. C. No.		
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Boston, Mass.
Post of Duty		Cape Elizabeth I.t. Sta., Me.
Appropriation		Civilian Employees, U.S.
Allotment		

FIELD ☐ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks:

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

Justification:

Mr. Dawes was last promoted 1 April, 1942, 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 Excellent - 1.

Charles Rozet

BUREAU OR DIVISION PERSONNEL FILES

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 9-26-1881

LEGAL RESIDENCE: Maine

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

DATE APPROVED BY THE SECRETARY
10-23-43

OCT 23 1943

N.C.G. No. 2599

3-2

REPORT OF CHANGE IN PERSONNEL

DAWES	William	F.	Civilian	2nd Ast. Keeper
(Surname)	(First Name)	(Middle Initial)	(Service No.)	(Rating)

(C. ELIZ. LT. STA.)

COAST GUARD BASE	South Portland, Maine	15 March, 1943
(Unit)	(Place)	(Date)

0900, 15 March, 1943 - Tr COAST GUARD STATION, Cape Elizabeth, Maine for duty.

AUTHORITY:
DCGO1ND/L 3/12/43 (OP-601)

O. C. Faulkingham

O. C. FAULKINGHAM, Lieutenant
Executive Officer.

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	Statistics	Correspond.	Records

TO: THE HONORABLE, THE SECRETARY OF THE NAVY.

The following changes in compensation, involving 328 keepers and a total salary increase of $19680.are recommended to become effective 1 April, 1942.

The promotions herein are in accordance with the established practice of many years past and will not result in a deficit. Such personnel are not covered by Public Law No. 200, approved 1 August, 1941. These promotions are chargeable to the appropriation "17-2021208 Civilian Employees, Coast Guard (Navy), 1942."

T. O. Robertson

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

Name	Range	Present Salary	Proposed Salary	E.R.	Date and Amt. Last Promotion	Location
		BOSTON				
Carr, Earl E.	$1440-1800	$1560	$1620	Ex	7-1-38 $60	Block I.
Hallett, Osborne E.	1200-1560	1200	1260	VG	9-4-37 EOD	Boston L.St.
Talbot, Ernest V.	1260-1620	1380	1440	VG	6-16-39 60	Browns Hd.
Seavey, George W.	1440-1800	1500	1560	G	6-16-39 60	Cape Ann
Dawes, William F.	1140-1500	1260	1320	G	6-16-39 60	C.Elizabeth
Coleman, Eugene L.	1380-1740	1500	1560	Ex	6-16-39 60	C.Neddick
Dubois, Joseph H.	1380-1740	1440	1500	G	6-16-39 60	Cape Poge
Powell, Nelson H.	1320-1680	1380	1440	VG	3-1-39 60	Conimicut
Morrison, Myrick R.	1260-1620	1260	1320	VG	12-16-30 120	Curtis I.
Crie, Simeon A.	1380-1740	1440	1500	Ex	6-16-39 60	Guttyhunk
Mathie, Ernest H.	1560-1920	1560	1620	G	7-28-37 60	Egg Rock
Grieder, Frank A.	1380-1740	1440	1500	G	6-16-39 60	Gay Head
Hill, Arthur G.	1380-1740	1380	1440	G	3-1-38 60	Goose Rock
Kilton, Harold L.	1560-1920	1560	1620	VG	3-1-38 240	Goose Rock
Davis, Phillip A.	1260-1620	1260	1320	VG	4-3-37 60	Gr. Duck I.
Freeman, James H.	1500-1860	1500	1560	G	6-30-39 60	Gr. Duck I.
Mann, Darrell L.	1320-1680	1320	1380	G	3-1-39 60	Gr. Duck I.
Cheney, Hoyt W.	1560-1920	1560	1620	G	7-1-40 60	Halfway Rock
Osgood, Albert F.	1500-1860	1500	1560	G	7-1-40 180	Halfway Rock
Strout, Arthur S.	1740-2100	1800	1860	VG	6-16-39 60	Halfway Rock
Cheney, Jasper L.	1260-1620	1320	1380	G	6-16-39 60	Libby I.
Day, Henley C.	1200-1560	1200	1260	G	6-13-30 EOD	Manna I.
Haskins, Archford V.	1440-1800	1440	1500	VG	9-1-37 120	Nantucket
Vidler, Fred S.	1320-1680	1320	1380	VG	11-16-38 60	Nauset B.
Dobbins, Harry B.	1380-1740	1680	1740	Ex	3-1-39 60	Newburyport
Scharff, John M.	1320-1680	1440	1500	Ex	3-1-39 60	Nobska Pt.
Foss, Morris J.	1260-1620	1260	1320	VG	6-30-39 60	Petit Manan
York, Javan D.	1440-1800	1440	1500	Ex	1-5-38 180	Race Pt.
Stockbridge, Benjamin	1320-1680	1380	1440	Ex	6-16-39 60	Ram I.
Clark, Wm. A., Jr.	1620-1980	1620	1680	VG	7-1-40 60	Ram I.Ledge

(Continued on page 2)

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

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

Department or Establishment Treasury Dept. Date Sept. 20/39

1. Name in full (Mr., Miss, or Mrs.) Mrs. Davis (Surname) William (Given name) Franklin (Middle name)
2. Present address R.F.D. 1 (Number) Maine 1st (Street) So. Portland (City) Me. (State)
3. Legal (voting) residence Cape Elizabeth (State and Congressional District) Cumberland (County) So. Portland (City or town)
4. Where born Maine (State or foreign country) Beals (City or town), When born Sept. 26/1891 (Month Day Year)
5. If foreign-born, state whether naturalized or alien American
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 age 49 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
U.S.L.H.	Cape Elizabeth	Light Keeper 2nd asst.	$1260	Apr.	15	1929	Still employed		

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 ..... 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
Self	Boating	25 yrs. or more

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 Lucinda A. Dawes

Relationship Wife Post office address

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

William H. Dawes

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

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

17. Have you been retired from the Civil, Military or Naval Service of the United States? no. If so, state (a) whether for age, length of service or disability _____. (b) Amount of retired pay _____.

Copy of this form has not been furnished the Department

Form A-38

DEPARTMENT OF COMMERCE
DIVISION OF PERSONNEL
WASHINGTON

June 16, 1939

Mr. William F. Dawes
Through the Commissioner of Lighthouses.

You are advised that your compensation has been changed as indicated below, effective June 16, 1939.

A new appointment will not be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

OLIVER C. SHORT
Director of Personnel.

From: $1200

To: $1260

Service and grade:

Appropriation (unit): Field

1
C

JUL 15 1939

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

JCW:JJ

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, First DISTRICT.

Portland, Maine (City), August 21, 1929. (Date), 19

COMMISSIONER OF LIGHTHOUSES:

Action recommended, TRANSFER INVOLVING REDUCTION IN SALARY.

Name, William F. Dawes

Position, 2nd Asst Keeper.

Location, Cape Elizabeth Light Station, Me.

Effective, September 1, 1929.

Legal residence, Maine

Proposed salary, $1140. P.A.

Proposed range, ($1140-1440.)

Appropriation, Salaries of Keepers

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

Former position, 1st Asst. Keeper.

Location, Great Duck Island Light Station, Me.

Former salary, $1320. P.A.

Former range, ($1320-1620.)

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

Previous incumbent, Andrew H Kennedy (Lt #1377) Services terminated, August 31, 1929.

Reason, Promotion and transfer.

Members of family in Government service,

Date of birth,

Remarks: Mr. Dawes' request for this transfer is herewith.

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

DIRECT

Secretary, Civil Service District.

C. E. Sherman

C. E. SHERMAN,
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

AUG 23 1929

Submitted to the Secretary of Commerce, approved.

Acting Commissioner of Lighthouses.

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

11—2314

JCW:JJ

PERSONNEL CLASSIFICATION BOARD FORM 14—FIELD QUESTIONNAIRE
(To be filled out in accordance with the instructions given in P. C. B. Forms Nos. 15 and 16)

Bureau No. [redacted] 1475 Sheet No. 1(b)-113

Space reserved for the use of the Board

1. VACANT
(Surname) (Given name) (Initial)

2. Department Commerce
3. Bureau Lighthouse
4. Field service Lighthouse Service
5. (a) Field station First District
(b) Subdivision General Duty.
(c) City or town Not assigned. State

6. Pay roll title Additional Keeper
7. Customary office title Additional Keeper
8. Present administrative allocation $1320-1620
9. Present gross rate of pay $ 1320.
10. Deduction for allowances $
11. Net rate paid in cash $ 1320.

12. Indicate by an "X" in the proper box or boxes the kind of allowances, if any, received by the employee: None

☐ House ☐ Room { ☐ Furnished ☐ Heat ☐ Fuel ☐ Uniform Meals per day: ☐ 1 ☐ 2 ☐ 3
☐ Unfurnished ☐ Light ☐ Laundry ☐ Subsistence or rations in kind

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

14. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, state kind and annual cost Uniform; its cost depending upon quality of material selected by employee estimate $20 per annum.

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

16. (a) Rate of pay for overtime None (b) Amount of overtime pay in last 12 months None

17. (a) Does the employee in any way direct or supervise other employees? No (b) If so, in what way? (See Form 16 before answering)

(c) How many?

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

None

19. (a) Is the employee in any way directed, supervised, or instructed, or his work reviewed? Yes (b) If so, in what way? (See Form 16 before answering.)
By the Keeper in charge of the station to which he is temporarily assigned, but in cases where he serves at a one man station during absence of keeper on leave, he assumes full charge of station and is supervised by the Superintendent of the district direct.

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

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

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

Other education (describe):

22. What length and kind of experience or other training did the employee possess upon original entrance into this position which was mo[illegible]ualifying or pertinent?
Keeper accustomed to handling sail and row boats in all weathers.

10—1856

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

Percentage of working time

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

(Signature of Employee)

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

An additional keeper he is sent, upon entering the service, to various stations where his services are required in the absence of the regularly assigned keepers; this for the purpose of becoming familiar with the operation of the various types of illuminating and fog signal apparatus of the district. While at these stations he stands watch and performs the other duties of a keeper. When a vacancy occurs in the personnel of a light station, he is given the opportunity of transfer there if he so desires.

26. How long have the employee's duties been substantially as described above? _____

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

OCT 5 1928, 1928 (Date) — JAMES C. WOOLLEY (Signature of Preparing Officer) — Chief Clerk. (Title)

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

OCT 5 1928, 1928 (Date) — C. E. SHERMAN (Signature of head of field office or station) — Supt. of Lighthouses. (Title)

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

OCT 24 1928, 1928 (Date) — H. B. BOWERMAN (Signature of head of bureau or his representative) — Acting Commissioner of Lighthouses. (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1928

Form 73

CP LIGHTHOUSES 1929 MAR 25 AM 9 36

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, First DISTRICT.

Portland, Maine, March 21, 1929.
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, PROBATIONARY APPOINTMENT

Name, William F Dawes

Position, Additional Keeper

Location, General Duty, 1st LH District

Effective, April 6, 1929 [1] the actual date of entrance on duty, or as soon thereafter as he enters on duty.

Former position, ~~New position~~ New appointee (Bu)

Location, -----

Legal residence, Maine

Proposed salary, $1320 per annum

Proposed range, $1320-$1620 p.a.

Appropriation, Sals., Kprs., etc.

Former salary, ---

Former range, ---

Rank on eligible list, 2nd Rating, Percentage, 88.2 Other eligibles considered:

* Bert Carroll (FR); Roscoe L Fletcher (A); Joseph A Curran (C).

* Failed to respond; dropped from register.

Previous incumbent, Earle E Benson (Lt.#1475) Services terminated, February 28, 1929

Reason, Promoted

Members of family in Government service, None

Date of birth, Sept 26, 1881

Remarks:

Selection regular, subject to the action of the U. S. Civil Service Commission, MAR 22 1929, 19-----

E L Reynolds
Secretary, 1st Civil Service District.

C E Sherman
C. E. SHERMAN
Superintendent

BUREAU OF LIGHTHOUSES
WASHINGTON

MAR 25 1929

Submitted to the Secretary of Commerce, approved.

Acting Commissioner of Lighthouses

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

11—2314

DAWES, William F

Field

DEPARTMENT OF COMMERCE
BUREAU OF MARINE INSPECTION AND NAVIGATION

U. S. GOVERNMENT PRINTING OFFICE 16—15468

CHARGED TO	DATE	CHARGED TO	DATE	CHARGED TO	DATE	CHARGED TO	DATE	CHARGED TO	DATE
Herron	9/25/43								
~~Stetson~~	~~11/24/44~~								
[illegible]									
[illegible]									
[illegible]									
[illegible]									

FORM W-4
U. S. TREASURY DEPARTMENT
INTERNAL REVENUE SERVICE

EMPLOYEE'S WITHHOLDING EXEMPTION CERTIFICATE

(Collection of Income Tax at Source on Wages)

Name William F. Dawes WILLIAM FRANKLIN DAWES
(Print full name)

Address CAPE ELIZABETH
(Print home address)
R.F.D. #1 So. PORTLAND MAINE

Social Security No. H-0

I. Check the box in the line below which applies to *you* on the date this form is filled in:

Married person living with husband or wife but claiming **none** of the personal exemption ..... (1) ☐
Married person living with husband or wife but claiming **half** of the personal exemption ..... (2) ☒
Single person (not head of a family) or married person not living with husband or wife (not head of a family) ..... (3) ☐
Married person living with husband or wife and claiming **all** of the personal exemption (spouse claiming none of the exemption) ..... (4) ☐
Head of a family (a single person or married person not living with husband or wife who exercises family control and supports closely connected dependent relative(s) in one household) ..... (5) ☐

II. Number of dependents **receiving chief support from you** who are either under 18 years of age or incapable of self support because mentally or physically defective .....

I declare that the entries made herein are a true and complete statement as of the date indicated, pursuant to the Internal Revenue Code and the regulations issued under authority thereof.

June 21, 1943

(Signature) WILLIAM F. DAWES

16—24596-1 (Signature) William Franklin Dawes

PERSONAL DATA MEMORANDUM

EDUCATION (Other Than High School)					
NAME OF COLLEGE	LOCATION	DEGREE	NO. YRS.	NO. HRS. CREDIT	MAJOR	MINOR
Other Education or Training:						

EFFICIENCY RATINGS			
YEAR	RATING	YEAR	RATING
1943	E		
1943	E		
1944	E		
1944	E		

Retirement: HS Grad

Selective Service Class: ____ Date of Entry: ____

Physical Defects: ____

Address: RFD #1 So. Portland
Cape Lights — Maine

Ref. No. 332

Sex: M

Marital Status: Married

Race: White

No. of years High School completed: —

Date of Birth: 9/26/87

PHOTOGRAPH

Date of Photograph ____

NAME William F. Dawes

RECORD OF PAST SERVICE FOR UNITED STATES GOVERNMENT
(EXCLUDING MILITARY OR NAVAL SERVICE AND CIVILIAN SERVICE IN U. S. COAST GUARD)

NATURE OF ACTION	POSITION AND GRADE	SALARY LESS ALLOW.	SALARY BASIC	EFFECTIVE DATE	DEPT. OR ESTABLISHMENT AND OFFICIAL STATION	DUTIES (BRIEFED)
Prob. Appt.	Add'l. Kpr.		1320	4/15/29	Com. LH. 1st. D. Gen. Duty	
Pro.	1st. Asst. Kpr.		1320	5/1/29	Great Duck Isl. LH	
Trans.	2nd. "		1140	9/4/29	Cape Elizabeth LH	
Inc. Pay	"	1200	1440	1/1/31	"	
Inc. Pay		1260	1500	6/16/39		
Trans. CG						

RECORD OF CIVILIAN SERVICE IN U. S. COAST GUARD
(INCLUDING SERVICE IN THE TEMPORARY RESERVE)

NATURE OF ACTION	POSITION AND GRADE	SALARY LESS ALLOW.	SALARY BASIC	EFFECTIVE DATE	DIVISION OR SECTION AND OFFICIAL STATION	DUTIES (BRIEFED)
A Trans. Rec'd	Plan II 2/3 Yr.	1260	1500	7/1/39	Trans. CG- Boston	
A Trans. Rec'd	2nd. Asst. Kpr.	1260	1500	11/1/41	Navy- "	Cape Eliz. LH.
		1260	1260	4/1/42	"	
Promotion	Keeper	1380	1620	10/1/43	"	" " "
Resignation	Keeper	1380	1380	12/1/44	"	" "
		1380	1380	5/31/45	"	" "

FORM W-4
TREASURY DEPARTMENT
INTERNAL REVENUE SERVICE

EMPLOYEE'S WITHHOLDING EXEMPTION CERTIFICATE

(Collection of Income Tax at Source on Wages)

William Frank Dawes
(Print full name)

Address R.F.D. #1 South Portland, Maine
(Print home address)

Two Lights

Social Security No. _____

I. Check the box in the line below which applies to *you* on the date this form is filled in:

- Married person living with husband or wife but claiming **none** of the personal exemption ..... (1) ☐
- Married person living with husband or wife but claiming **half** of the personal exemption ..... (2) ☐
- Single person (not head of a family) or married person not living with husband or wife (not head of a family) ..... (3) ☐
- Married person living with husband or wife and claiming **all** of the personal exemption (spouse claiming none of the exemption) ..... (4) ☒
- Head of a family (a single person or married person not living with husband or wife who exercises family control and supports closely connected dependent relative(s) in one household) ..... (5) ☐

II. Number of dependents **receiving chief support from you** who are either under 18 years of age or incapable of self support because mentally or physically defective ..... None

I declare that the entries made herein are a true and complete statement as of the date indicated, pursuant to the Internal Revenue Code and the regulations issued under authority thereof.

Date November 18, 1943

16—34596-1

(Signature) William Frank Dawes

pcp-75

25 July, 1945

Mr. William F. Dawes
Two Lights Road
Cape Elizabeth, Maine

Dear Mr. Dawes:

Replying to your letter dated 20 July, 1945 requesting statement of amount of pay received and withholding tax deductions made during the calendar year 1945, inclosed herewith are Forms W-2A, Withholding Receipt 1945.

This amount includes lump sum payments covering your accumulative and accrued annual leave paid on 30 June, 1945.

Very truly yours,

C. M. ELLISON
Lieut. (j.g.) USCGR
Civilian Personnel Officer

Incl
Withholding Tax Receipt
(Forms W-2a)

Dawes, Wm. F.

Mr. Joyce
for reply

William F. Dawes
Two Lights Road
Cape Elizabeth, Maine

20 July, 1945

To: District Coast Guard Officer, First Naval District.

Subj: DAWES, William F.; information requested regards to pay account.

1. It is requested that a statement of my pay account be sent me, for income tax purposes; that will indicate the amount I earned and the amount deducted from it for withholding tax, so far this year.

2. This information is necessary in order that I can estimate my tax for the remainder of this year.

3. I resigned from the Lighthouse Service on Midnight, May 31, 1945.

Freeman W. Beal Jr
William F. Dawes.

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

Adm. Unofficial (x)
REGULAR ( ); INTERIM ( )
PROBATIONARY—1ST ( ) 2D ( )

REPORT OF EFFICIENCY RATING

Classification Symbols
(Service) (Grade) (Class)

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

DAWES, William F. (Name of employee) | 1st Asst. Keeper (Title of position) | Cape Elizabeth LH (Bureau)

NAVY, CG, 1st Naval District-Group, Cape Elizabeth, Maine (Division) (Section) (Subsection or unit) (Field office)

ON LINES BELOW MARK EMPLOYEE
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.

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~~
HALF ~~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~~
HALF ~~A majority~~ of underlined elements marked minus	Unsatisfactory	~~9~~

	Adjective rating	~~*Numerical rating*~~
Rating official	E	
Reviewing official		

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

Rated by Edward D Elliot (Signature of rating official) | Keeper (Title) | 16 June 1945 (Date)

Reviewed by Freeman W Bent Jr C B M (Signature of reviewing official) | (Title) | 16 June 1945 (Date)

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

16—26177-1

CHECK LIST FOR PROCESSING OF FORM 2249

6-11-45
Date Processed

INITIAL

R.S. 1. Copy of form 2249 sent to:
1. Payroll clerk.
2. Master Post Index
3. Employee's supervisor
4. File

(NOTE: Copy is sent to MPI only in cases of Keepers, and Bases other than Chelsea.)

R.S. 2. Form 2249 for employee sent to supervisor
or
to employee directly.

..... 3. Form 1251 sent to HQ. ....or not necessary.

R.S. 4. Entry made on Form 2806.

..... 5. Recorded on Post Index.

..... 6. Recorded by Leave Clerk.

..... 7. Noted by Efficiency Rating Clerk.

..... 8. Remarks :

UNITED STATES COAST GUARD
Customhouse
Boston 9, Mass.

Address reply to
DISTRICT COAST GUARD OFFICER
FIRST NAVAL DISTRICT
Refer to file: pcp-75

11 June, 1945

To: Commanding Officer, Group, Cape Elizabeth, Maine

Subj: Mr. William F. Dawes; keeper; Cape Elizabeth Lt. Sta; resignation of

Form 2249 is inclosed herewith for your information and files.

C. M. ELLISON
By direction

Incl
Form 2249 and copy.

File

Dept. Stock Fm. 2249

UNITED STATES NAVY DEPARTMENT

To:

Date: June 1, 1945

Civil Service or other legal authority

Name: Dawes, William F. (Mr.)

Bureau No.:

From: U. S. Coast Guard

This is to notify you of the following personnel action:

Effective: Resignation Close May 31, 1945 (Paid for 100 days and 4 hours annual leave from June 1, through October 9, 1945).

	From 1376	To
Position	Keeper	
Grade		
Salary	Range "1200-1560 $1380 p.a.plus $240 p.a.Qtrs.	
C.S.C. No.		
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	
Headquarters Post of Duty	Boston, Mass. Cape Elizabeth Lt. Sta. Maine	
Appropriation	Civilian Employees, C.G.	
Allotment		
Field	x	
Deptmtl		
Field		
Deptmtl		

Appropriation: Regular

Date of Birth: 9-26-81

Legal Residence: Maine

Sex: M

Nature of Position: New / Addtl. / Ident.

Vice / Vice Vacancy

Remarks:

It is noted that you resigned for personal reasons.

Name

C.S.C. No.

Action No.

Date

Justification:

Mr. Dawes' resignation is attached.

Has C.S. Comm. allowed Veterans preference? No

Subject to Retirement Act, Lighthouse Act, 6-20-18

Date of Oath

This notification is subject to the provisions on the reverse hereof, when applicable. By direction of the Asst. Secretary of the Navy.

Yours very truly,
/s/ Carl E. Herrick
Comdr. USCGR
Chief, Civilian Personnel Division
(Head of Bureau or Division)

Date approved by the Secretary: 6-1-45

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE:

TO:

Date Prepared June 1, 1945

Name: Dawes, William P. (Jr.)

From: U. S. Coast Guard

Bureau No.:

Effective: Resignation (Paid for 100 days and 4 hours annual leave from June 1, through October 9, 1945). Close of May 31, 1945

	FROM	TO
Position	Keeper	
Grade	Range 1(2)-6-1;60	
Salary	$1,620 p.a. plus $240 p.a. Cire.	
C. S. C. No.		
Bureau or Div.	U. S. Coast Guard	
Organizational Subdivisions		
Headquarters	Boston, Mass.	
Post of Duty	Cape Elizabeth Lt.Sta. Maine	
Appropriation	Civilian Employees, C.G.	
Allotment		

FIELD ☑ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks: It is noted that you resigned for personal reasons.

Justification: Mr. Dawes' resignation is attached.

SUBORDINATE ADMINISTRATIVE OFFICE

DATE APPROVED BY THE SECRETARY

JUN 1 1945

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 9-1-81

LEGAL RESIDENCE: Maine

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

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

SUBJECT TO RETIREMENT ACT? Lighthouse

DATE OF OATH

RESIGNATION FORM
UNITED STATES COAST GUARD
NAVCG-2795 (5-44)

DATE: 5/9/45

I hereby tender my resignation effective at the expiration of my annual leave, if any.

NAME	GRADE	SALARY
DAWES, William F.	1st Asst. Keeper (Range $1200-$1560)	$1380 p.a. plus $240 p.a. Qtrs.
DIVISION OR STATION	**SECTION**	**EFFECTIVE DATE**
Cape Elizabeth Lt. Sta., Me.	Portland Section	cob, 31 May, 1945

REASON FOR RESIGNING To engage in commercial lobster fishing.

William F. Dawes
WILLIAM F. DAWES (Signature of employee)

COMMENTS BY SUPERVISOR(S)

No comment

INDORSEMENT - 1

DATE May 14, 1945

TO THE COMMANDANT (PCP) via DCGO

Forwarded, recommending acceptance, *

Harry W. Cochrane
Harry W. Cochrane
By Direction
(Signature, head of Division or Station)

DATA FOR SEPARATION ACTION

	DAYS OR DATES	HOURS
LAST DAY WORKED	5/31/45	8
EARNED ANNUAL LEAVE TO CREDIT	100	4
ANNUAL LEAVE EXPIRES	10/9/45	8

NUMBER OF HOURS OF LEAVE WITHOUT PAY ON DATE OF SEPARATION None

Rose Schwartz
(Signature of leave clerk)

NAME OF DISTRICT OR INDEPENDENT UNIT
DCGO, 1st Naval District

DATE 28 May, 1945

INDORSEMENT - 2

TO THE COMMANDANT (PCP)

Forwarded, recommending acceptance *

Employee is being compensated in a lump sum for accumulated and current accrued annual leave.

C. M. Ellison
C. M. ELLISON
By direction (for DCGO or C.O. Independent Unit)

*If acceptance of resignation is not recommended, state clearly and in detail the reasons why different action is proposed.

swa

SUBJ: Resignation

CG GROUP,
CAPE ELIZABETH, ME.
FILE pcp-75

14 May, 1945

To: DCGO, 1ND

Via: SCGO, Portland, Me.

1. Completed, and forwarded.

Harry N. Cochrane
Harry N. Cochrane
By direction

Incl. Form NAVCG 2795 (5 copies)

CAPTAIN OF THE PORT RECEIVED MAY 18 45 PORTLAND MAINE U. S. COAST GUARD

BOSTON DISTRICT RECEIVED 18 MAY 1945 U. S. COAST GUARD

Ind-2
SCGO, Portland, Me.
16 May, 1945

To: DCGO, 1st Naval District

Forwarded.

F. B. Lincoln
F. B. LINCOLN

Incl. Form NAVCG 2795 (5 copies)

UNITED STATES COAST GUARD
CUSTOMHOUSE
BOSTON 9, MASSACHUSETTS

ADDRESS REPLY TO
DISTRICT COAST GUARD OFFICER
FIRST NAVAL DISTRICT
REFER TO FILE: pcp-75

CAPTAIN OF THE PORT
RECEIVED
MAY 10 1945
PORTLAND
MAINE
U. S. COAST GUARD

FOR VICTORY
BUY
UNITED STATES
WAR
BONDS
AND
STAMPS

9 May, 1945

To: William F. Dawes, 1st Assistant Keeper, Cape Elizabeth Light Station, Maine

Via: 1. SCGO, Portland, Maine
2. Commanding Officer, CAPE ELIZABETH CG STATION

Subj: Resignation

In reply to your letter of 1 May, 1945, indicating therein your desire to resign, inclosure is forwarded to you with request that you sign all copies immediately above your typewritten signature. The Forms NAVCG-2795 should then be transmitted to this office via your immediate superior who will complete indorsement 1, signing all copies.

C. M. ELLISON
By direction

Incl
Form NAVCG-2795 (5 copies)

Ind-1
SCGO, Portland, Me.
10 May, 1945

To: William F. Dawes, 1st Assistant Keeper, Cape Elizabeth Light Station, Maine

Via: Officer-in-Charge, CG GROUP, Cape Elizabeth, Maine

Forwarded.

F. B. LINCOLN.

pcp-75

11 June, 1945

Mr. William F. Dawes
R. F. D. #1
South Portland, Maine.

Dear Mr. Dawes:

Form 2249 showing your resignation from the U. S. Coast Guard is inclosed herewith for your information and personal file.

Very truly yours,

C. M. ELLISON, Lt. (jg), USCGR
Civilian Personnel Officer

Incl-1

Initials: R.L.
Case Completed: Yes ☐ No ☐
Dept. ERS File No. Wm. F. Dawes
Red Cross Ref. File No. ---------

pcp-75

8 June, 1945

To: Freeman W. Beal, Jr., Group, Cape Elizabeth, Maine

Subj: DAWES, William F. 1st Asst.Keeper, Cape Elizabeth Lt.Sta; efficiency rating of

1. The attached Standard Form 51 is returned for rating in view of the fact that Mr. Dawes was on duty during the rating period of 1 December, 1944 to 31 March, 1945. A rating in his case must, therefore be reported to headquarters.

2. Edward D. Elliot should act as the rating official.

C.M. ELLISON
By direction

Incl
Form 51 (Mr. Dawes)

Case Completed: Yes ☑ No ☐
Rec. CPS File No. Dawes
Rec. Case Ref. File No.

Standard Form 68
March 1944
U. S. CIVIL SERVICE COMMISSION
Dept. Cir. No. 474

Form approved.
Budget Bureau No. 50-R016.
Approval expires March 30, 1945.

NOTICE OF OFFICIAL EFFICIENCY RATING

REGULAR (X) SPECIAL ( )
PROBATIONAL or TRIAL PERIOD ( )

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

DAWES, William F. (Name of employee)

1st Asst.Keeper, Cape Elizabeth LH (Title of position, service, and grade)

NAVY, CG, 1st Naval District-Group, Cape Elizabeth, Maine
(Organization—Indicate bureau, division, section, unit, field station)

Efficiency rating: E

(Signature)
George W. Cochrane
Acting Sr.Member,Dist.Eff.Rating Comm.
(Title)

14 June, 1945
(Date of notification)

Interpretation of Efficiency Rating

Excellent (E) means that performance in every important phase of the work was outstanding and there was no weakness in performance in any respect.
Very Good (VG) means that performance in at least half of the important phases of the work was outstanding and there was no weakness in performance in any respect.
Good (G) means that performance met requirements from an over-all point of view.
Fair (F) means that performance did not quite measure up to requirements from an over-all point of view.
Unsatisfactory (U) means that performance in a majority of important phases of the work did not meet job requirement..

Inspection and Appeals

If you have any question regarding your efficiency rating, it is suggested that you discuss the matter with your immediate supervisor. Your efficiency rating sheet (Standard Form 51, Revised), or a copy of it, will be made available to you for inspection, if you request it of your supervisor or the personnel officer. Such a request is not considered as an appeal. You are also entitled to see the final ratings (not the rating forms) of all employees in your office or station. Information on appeals may be secured from your supervisor or personnel office. There are time limits governing the filing of appeals.

Significance of Efficiency Ratings

The salary advancement act provides for successive salary advancements based on several factors, one of which is efficiency ratings. Ratings of "Good" permit periodic salary advancement by successive steps up to and including the middle rate for the grade (the fourth step in six rate grades), and ratings of "Very Good" and "Excellent" permit periodic salary advancement by successive steps above the middle rate of the grade.
The rate of compensation of an employee whose efficiency rating is "Fair" must be reduced one salary step if his rate of compensation is above the middle rate. If the rate of compensation is equal to or below such middle salary rate, it is not subject to reduction on that account.
An employee whose efficiency rating is "Unsatisfactory" is not permitted to remain in his position. He must be assigned to a position more nearly commensurate with his ability, either (1) in the same line of work, in which case the position must be in a lower classification grade and his rate of compensation must not be in excess of the middle rate for such grade, or (2) in some other line of work for which he is qualified, in which case he is considered as having received a new appointment to the extent that his rate of compensation must be at the minimum rate for such grade and he must begin a new probationary period; or if no suitable vacancy is available he must be separated from the service for inefficiency. A probationary employee, assigned to a position of lower classification grade, begins a new probationary period in the new position.

U. S. GOVERNMENT PRINTING OFFICE 16—38834-1

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

Resigned 1 June

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 31 March, 1945 based on performance during period from 1 Dec., 1944 to 31 March, 1945

DAWES, William F. (Name of employee)

1st Asst. Keeper, Cape Elizabeth, Lt. Sta. (Title of position, service, and grade)

NAVY, CG, 1st Naval District-Group, Cape Elizabeth, Maine (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 X
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 E
Reviewing official E

Rated by Edward D Ellict (Signature of rating official) Keeper (Title) 22 May 1945 (Date)

Reviewed by Freeman W Bird Jr CBM (Signature of reviewing official) (Title) 23 May 1945 (Date)

Rating approved by efficiency rating committee 13 June 1945 (Date) Report to employee E (Adjective rating)

16—26177-2

DWB

F

RESIGNATION FORM
UNITED STATES COAST GUARD
NAVCG-2795 (9-44)

DATE: 5/9/45

I hereby tender my resignation effective at the expiration of my annual leave, if any.

NAME	GRADE	SALARY
DAWES, William F.	1st Asst. Keeper (Range $1200-$1560)	$1380 p.a. plus $240 p.a. Qtrs.
DIVISION OR STATION	**SECTION**	**EFFECTIVE DATE**
Cape Elizabeth Lt. Sta., Me.	Portland Section	cob, 31 May, 1945

REASON FOR RESIGNING To engage in commercial lobster fishing.

William F. Dawes
WILLIAM F. DAWES (Signature of employee)

COMMENTS BY SUPERVISOR(S)

No comment

INDORSEMENT - 1

DATE May 14, 1945

TO THE COMMANDANT (PCP) via DCGO

Forwarded, recommending acceptance, *

Harry N. Cochrane
Harry N. Cochrane
By Direction
(Signature, head of Division or Station)

DATA FOR SEPARATION ACTION

	DAYS OR DATES	HOURS	
LAST DAY WORKED	5/31/45	8	NUMBER OF HOURS OF LEAVE WITHOUT PAY ON DATE OF SEPARATION None
EARNED ANNUAL LEAVE TO CREDIT	100	4	
ANNUAL LEAVE EXPIRES	10/9/45	8	Rose Schwartz (Signature of leave clerk)

NAME OF DISTRICT OR INDEPENDENT UNIT: DCGO, 1st Naval District

DATE 28 May, 1945

INDORSEMENT - 2

TO THE COMMANDANT (PCP)

Forwarded, recommending acceptance *

Employee is being compensated in a lump sum for accumulated and current accrued annual leave.

C. M. Ellison
C. M. ELLISON
By direction (for DCGO or C.O. Independent Unit)

*If acceptance of resignation is not recommended, state clearly and in detail the reasons why different action is proposed.

swa

(COPY)

UNITED STATES COAST GUARD
Customhouse
Boston 9, Mass.

Address reply to
DISTRICT COAST GUARD OFFICER
FIRST NAVAL DISTRICT
Refer to File: ncp 75

4 May, 1945

To: Edward D. Elliot, Keeper, Group, Cape Elizabeth, Maine

Subj: Efficiency Rating; William F. Dawes,1st Asst.Keeper,Cape Elizabeth

1. Standard Form 51 in the case of subject employee was forwarded to you for completion on 4 April, 1945.

2. As this form has not been received you are requested to submit it to this office by 11 May, 1945, in order to enable us to complete our records,and make the required report to HQ.

C.M. Ellison

C.M. ELLISON
By direction

CG GROUP
CAPE ELIZABETH, MAINE
MAY 23, 1945

To: District Coast Guard Officer, First Naval District.

1. Efficiency ratings of Robert R. Sterling,Keeper,Portland Head Light; William T. Burns, 1st Assistant Keeper, Portland Head Light; Edward D.Elliot, Keeper,Cape Elizabeth Light; William F. Dawes, 1st Assistant Keeper, Cape Elizabeth Light; and Arthur R. Marston, 2nd Assistant Keeper Cape Elizabeth Light Station, is forwarded herewith.

Freeman W. Beal Jr. CBM
Officer in Charge.

pcp-75

12 May, 1945.

To: Edward D. Elliot, Group, Cape Elizabeth, Maine
Via: Commanding Officer, Cape Elizabeth Lifeboat Station
Subj: DAWES, William F., 1st Asst. Keeper, Cape Elizabeth; efficiency rating

1. Standard Form 51 in the case of subject employee was forwarded to you for completion on 4 April, 1945.

2. As this form was not received by 11 May, 1945, as requested in the DCGO'S letter of 4 May, 1945, File pcp-75, you are again requested to submit this form to this office as soon as possible in order to enable us to complete our records and make the required report to headquarters by 15 May, 1945.

C. M. ELLISON
By direction.

pcp-75

9 May, 1945

To: William F. Dawes, 1st Assistant Keeper, Cape Elizabeth Light Station, Maine

Via: 1. SCGO, Portland, Maine
2. Commanding Officer, CAPE ELIZABETH CG STATION

Subj: Resignation

In reply to your letter of 1 May, 1945, indicating therein your desire to resign, inclosure is forwarded to you with request that you sign all copies immediately above your typewritten signature. The Forms NAVCG-2795 should then be transmitted to this office via your immediate superior who will complete indorsement 1, signing all copies.

C. M. ELLISON
By direction

Incl
Form NAVCG-2795 (5 copies)

swa

BOSTON DISTRICT
RECEIVED
7 MAY 1945
U.S.C.G.A.S.

Arendholz

Ind-1
SCGO, Portland, Maine
File: 75
4 May, 1945

To: The Commandant

Via: DCGO, 1st Naval District

Subj: William F. Dawes, 1st Assistant Keeper, Cape Elizabeth Light Station; resignation

Forwarded, approved.

F. B. Lincoln

F. B. LINCOLN

UNITED STATES COAST GUARD.

CAPTAIN OF THE PORT
RECEIVED
MAY 4 1945
PORTLAND
MAINE
U. S. COAST GUARD

Cape Elizabeth Light Station
R.F.D. #1
South Portland, Maine.

1,May,1945.

To; The Commandant

Via; Commanding Officer, C.G. Station, Cape Elizabeth, Maine.
Section Coast Guard Officer, Portland, Maine.
District Coast Guard Officer, First Naval District.

Subj; Submission of resignation.

1. I herewith wish to submit my resignation from the Coast Guard Service to take effect 31,May,1945. so that I may engage in commercial lobster fishing.

2. I think that I can make more money and I am not satisfied with the salary I am now receiving.

William F. Dawes
William F.Dawes.
Civilian 1st Assistant Keeper.

1nd-1.
COAST GUARD STATION.
CAPE ELIZABETH, MAINE,
1,May,1945.

To; The Commandant

Via; Section Coast Guard Officer, Portland, Maine.
District Coast Guard Officer, First Naval District.

Forwarded; Freeman W. Beal Jr.
Freeman W.Beal Jr.

Ind-1
SCGO, Portland, Maine
File: 75
4 May, 1945

To: The Commandant

Via: DCGO, 1st Naval District

Subj: William F. Dawes, 1st Assistant Keeper, Cape Elizabeth Light Station; resignation

Forwarded, approved.

F. B. LINCOLN

UNITED STATES COAST GUARD.

Cape Elizabeth Light Station
R.F.D. #1
South Portland, Maine.

1.May.1945.

To: The Commandant

Via: Commanding Officer,C.G.Station,Cape Elizabeth,Maine.
Section Coast Guard Officer, Portland, Maine.
District Coast Guard Officer,First Naval District.

Subj: Submission of resignation.

1. I herewith wish to submit my resignation from the Coast Guard Service to take effect 31.May.1945.so that I may engage in commercial lobster fishing.

2. I think that I can make more money and I am not satisfied with the salary I am now receiving.

William F. Dawes
William F.Dawes.
Civilian 1st Assistant Keeper.

1nd-1.
COAST GUARD STATION.
CAPE ELIZABETH,MAINE.
1.May.1945.

To: The Commandant

Via: Section Coast Guard Officer,Portland,Maine.
District Coast Guard Officer, First Naval District.

Forwarded;

Freeman W. Beal Jr
Freeman W.Beal Jr.

Ind-1
SCGO, Portland, Maine
File: 75
4 May, 1945

To: The Commandant

Via: DCGO, 1st Naval District

Subj: William F. Dawes, 1st Assistant Keeper, Cape Elizabeth Light Station; resignation

Forwarded, approved.

F. B. LINCOLN

UNITED STATES COAST GUARD.

Cape Elizabeth Light Station
R.F.D. #1
South Portland, Maine.

1.May.1945.

To: The Commandant

Via: Commanding Officer,C.G.Station,Cape Elizabeth,Maine.
Section Coast Guard Officer, Portland, Maine.
District Coast Guard Officer,First Naval District.

Subj: Submission of resignation.

1. I herewith wish to submit my resignation from the Coast Guard Service to take effect 31.May.1945.so that I may engage in commercial lobster fishing.

2. I think that I can make more money and I am not satisfied with the salary I am now receiving.

William F. Dawes
William F.Dawes.
Civilian 1st Assistant Keeper.

1nd-1.
COAST GUARD STATION.
CAPE ELIZABETH,MAINE.
1.May.1945.

To: The Commandant

Via: Section Coast Guard Officer,Portland,Maine.
District Coast Guard Officer, First Naval District.

Forwarded: Freeman W. Beal Jr.
Freeman W.Beal Jr.

Ind-1
SCGO, Portland, Maine
File: 75
4 May, 1945

To: The Commandant

Via: DCGO, 1st Naval District

Subj: William F. Dawes, 1st Assistant Keeper, Cape Elizabeth Light Station; resignation

Forwarded, approved.

F. B. LINCOLN

UNITED STATES COAST GUARD.

Cape Elizabeth Light Station
R.F.D. #1
South Portland, Maine.

1.May.1945.

To: The Commandant

Via: Commanding Officer,C.G.Station,Cape Elizabeth,Maine.
Section Coast Guard Officer, Portland, Maine.
District Coast Guard Officer,First Naval District.

Subj: Submission of resignation.

1. I herewith wish to submit my resignation from the Coast Guard Service to take effect 31.May.1945.so that I may engage in commercial lobster fishing.

2. I think that I can make more money and I am not satisfied with the salary I am now receiving.

William F. Dawes
William F.Dawes.
Civilian 1st Assistant Keeper.

1nd-1.
COAST GUARD STATION.
CAPE ELIZABETH,MAINE.
1.May.1945.

To: The Commandant

Via: Section Coast Guard Officer,Portland,Maine.
District Coast Guard Officer, First Naval District.

Forwarded; Freeman W. Beal Jr.
Freeman W.Beal Jr.

Ind-1
SCGO, Portland, Maine
File: 75
4 May, 1945

To: The Commandant

Via: DCGO, 1st Naval District

Subj: William F. Dawes, 1st Assistant Keeper, Cape Elizabeth Light Station; resignation

Forwarded, approved.

F. B. LINCOLN

UNITED STATES COAST GUARD.

Cape Elizabeth Light Station
R.F.D. #1
South Portland, Maine.

1.May.1945.

To; The Commandant

Via; Commanding Officer,C.G.Station,Cape Elizabeth,Maine.
Section Coast Guard Officer, Portland, Maine.
District Coast Guard Officer,First Naval District.

Subj; Submission of resignation.

1. I herewith wish to submit my resignation from the Coast Guard Service to take effect 31.May.1945.so that I may engage in commercial lobster fishing.

2. I think that I can make more money and I am not satisfied with the salary I am now receiving.

William F. Dawes
William F.Dawes.
Civilian 1st Assistant Keeper.

1nd-1.
COAST GUARD STATION.
CAPE ELIZABETH,MAINE.
1.May.1945.

To; The Commandant

Via; Section Coast Guard Officer,Portland,Maine.
District Coast Guard Officer, First Naval District.

Forwarded; Freeman W. Beal Jr.
Freeman W.Beal Jr.

pcp-75

3 May, 1945

To: Commanding Officer, Group, Cape Elizabeth, Maine

Subj: Dawes, William F., 1st Assistant Keeper; Increase in pay for

In regard to your letter of 30 April, 1945, File 75, William F. Dawes, 1st Assistant Keeper, Cape Elizabeth Light Station, will probably become eligible for an administrative increase in salary on 1 July, 1945 providing his efficiency rating of "very good" is approved by the District Efficiency Rating Committee and his conduct is certified by the CO as being satisfactory.

C. M. ELLISON
By direction

UNITED STATES COAST GUARD
CAPE ELIZABETH, MAINE

BOSTON DISTRICT
RECEIVED
MAY
U.S. COAST GUARD

CG GROUP,
CAPE ELIZABETH, MAINE
FILE 75

30 April, 1945

To: District Coast Guard Officer, First Naval District.

Via: Section Coast Guard Officer, Portland, Maine.

Subj: CAPE ELIZABETH LIGHT STATION; Civiliam Keeper; Pay Status.

1. In accordance with DCGO 1ND Letter 9 February, 1945 (pcp-75), William F. Dawes, Civilian, 1st Assistant Keeper, Cape Elizabeth Light Station, was due to receive an increase in pay of $5.00 monthly. His efficiency rating has been very good, and it is felt that this increase should take effect as soon as practicable.

Freeman W. Beal Jr.
Freeman W. Beal Jr.

UNITED STATES COAST GUARD
CAPE ELIZABETH, MAINE

CG GROUP,
CAPE ELIZABETH, MAINE
FILE 75

30 April, 1945

To: District Coast Guard Officer, First Naval District.

Via: Section Coast Guard Officer, Portland, Maine.

Subj: CAPE ELIZABETH LIGHT STATION; Civilian Keeper; Pay Status.

1. In accordance with DCGO 1ND Letter 9 February, 1945 (pcp-75), William F. Dawes, Civilian, 1st Assistant Keeper, Cape Elizabeth Light Station, was due to receive an increase in pay of $5.00 monthly. His efficiency rating has been very good, and it is felt that this increase should take effect as soon as practicable.

Freeman W. Beal Jr.

pcp-75

9 February, 1945

To: Commanding Officer, Cape Elizabeth Light Station, Maine

Via: SCGO, Portland, Maine

Subj: Pay Status of Civilian Personnel

1. In regard to your letter of 3 February, 1945, the following tabulation gives a detailed breakdown of the pay status of William F. Dawes and Arthur D. Marston who are located at Cape Elizabeth Light Station.

William F. Dawes, 1st Asst. Keeper, Cape Elizabeth L/S, Me.
(Salary Range $1200-1560 p.a.)

	Pay			Deductions	
	Per Year	Per Month	Qtrs.	With. Tax *	Net Paid
Base Pay	$1380	115.00			
Inc. Comp. (Overtime)	300	25.00			
Qtrs.	240	20.00			
Gross	$1920	160.00	20.00	11.50	$128.50

* Form W-4 filed at this office showed that Mr. Dawes had two dependents which determined the Withholding Tax on his net salary plus increased compensation.

Arthur R. Marston, 2nd Asst. Keeper, Cape Elizabeth L/S, Me.
(Salary Range $1140-1500 p.a.)

	Pay			Deductions	
	Per Year	Per Month	Qtrs.	With. Tax **	Net Paid
Base Pay	$1440	120.00			
Inc. Comp. (Overtime)	300	25.00			
Qtrs.	240	20.00			
Gross	$1980	165.00	20.00	2.70	$142.30

** Form W-4 filed at this office showed that Mr. Marston had five dependents which determined the Withholding Tax on his net salary plus increased compensation.

DCGO1ND
pcp-75
9 February, 1945

2. Mr. Dawes will be eligible for an administrative increase to $1440 on 1 April, 1945 providing he has a "very good" efficiency rating, or better. After he receives this administrative increase, he will have the same base pay as Mr. Marston. However, the net pay of the two men will not be equal because of the difference in the amount of tax withheld from the salary of each.

3. Mr. Marston was formerly stationed at Petit Manan Light Station and because of the isolated location of this Station, the salary range for his position was higher. The base pay he was receiving, $1440, was within the salary range of the new position he was to occupy at Cape Elizabeth Light Station. Therefore, the DCGO recommended and Headquarters approved the transfer of Mr. Marston without monetary loss on his part. Such action can be taken only where a Keeper, in the process of transfer, is going from a higher salary range to a lower salary range.

C. M. ELLISON,
By direction

UNITED STATES COAST GUARD
South Portland, Maine

CG GROUP,
CAPE ELIZABETH, ME.
File 75-52

3 February, 1945

To: PAY OFFICER, Civilian Personnel Division, Boston, Mass.

Via: Section Coast Guard Officer, Portland, Maine.
District Coast Guard Officer, First Naval District.

Subj: Pay status of civilian personnel.

1. Information is requested regards to the pay status of the Civilian Keepers at Cape Elizabeth Light Station; Namely, William F. Dawes, 1st Assistant Keeper and Arthur D. Marston, 2nd Assistant Keeper. This information is requested inasmuch as the pay William Dawes receives is considerable less than the pay Arthur Marston receives, who is the 2nd Assistant. It is considered that this matter should be clarified in view of averting dissension among these two keepers.

2. It is requested that the pay status of each man be made clear and understandable, giving the pay grade, monthly rate of pay, amount of extras; such as longevity, etc., amount of deductions; such as taxes, income, social security, etc., for each man, and any other information that would clarify their pay account.

3. This office is greatly concerned about this matter, and, as there are no regulations about civilian pay at this office, it is found necessary to request your assistance in order to settle the keeper's doubt.

Freeman W. Beal Jr.

Ind-1
SCGO, Portland, Me.
5 February, 1945

To: DCGO, 1st Naval District

Forwarded.

F. B. LINCOLN

William F.Dawes, 1st Ast. Keeper, Cape Elizabeth L H Maine.

Salary Range 1440 - 1740

	Per Year	Per Mo.	Deductions Qtrs.	W.Tax*	Net Paid
Base Pay	$1380.	115.00			
Inc.Comp. (Increase)	300.	25.00			
Qtrs.	240.	20.00			
Gross	1920.	160.00	20.00	11.50	128.50

*Form W-4 filed at this office showed that Mr.Dawes ~~to have~~ had two dependents which determined the withholding tax on his net salary plus increased compensation.

Arthur R.Marston, 2nd Asst. Keeper, Cape Elizabeth L H Maine

Salary Range 1140 - 1500

	Yr.	Mo.	Deductions Qtrs.	W Tax**	Net Paid.
Base Pay	$1440.	120.00			
Inc.Cmp.	300.	25.00			
Qtrs.	240.	20.00			
Gross	1980.	165.00	20.00	2.70	$142.30

**Form W-4 filed at this office showed that Mr.Marston ~~to have~~ had five dependents which determined the withholding tax on his net salary plus increased compensation.

OPINION: Mr.Dawes will receive an administrative increase to $1440. on 1 April 1945 with a VERY GOOD efficiency rating or better making him at the same base pay as Mr.Marston. However his net pay will still be different on account of the withholding tax.

Mr.Dawes has been in a lower pay range being that the station was on the mainland, less isolation, and only a 26-day leave allowed a year.

Mr.Marston has been stationed at Petit Manan Light Station for some time and his pay range has been higher, more isolated and 48 days leave allowed a year.

Do not believe anything further could be done for Mr.Dawes until such time as he advances to Keeper with the retirement of Mr.Elliot about next January.

SCGO, Portland, Me.
file: 029

24 January, 1945

To: DCGO, 1st Naval District

Subj: Cape Elizabeth Light Station; handling of official mail

1. The SCGO has received a complaint from 1st Assistant Keeper at the Cape Elizabeth Light Station regarding the manner in which his pay check is handled. It is the custom for pay checks to be forwarded to the principal Keeper E. D. Elliott. Keeper Elliott has been absent in the hospital since 11 December, 1944, and it is reported that in his absence his wife opens official mail and delivers checks to other Keepers. This has caused dissatisfaction and 1st Assistant Keeper William F. Dawes and 2nd Assistant Keeper Arthur R. Marston, ask to have their pay checks sent to the Commanding Officer, CG Group, Cape Elizabeth, Maine.

2. Quite recently Keeper Elliott lost three (3) pay checks after they were received by him.

F. B. LINCOLN

CHECK LIST OF STEPS IN PROCESSING OF FORM 2249

1. Note on Form 2660 that Form 2249 received.

2. Four mimeographed copies of 2249.
   a. One to Pay Clerk
   b. One for M.P.I.
   c. One to employee's supervisor
   d. One for file
   (a 5th to MIO in case employee is in MIN)

3. Form 2249 for employee sent to superior ~~or employee directly~~

4. Form 1251 sent to HQ.

5. Entry made on form 2806.

6. Notation made on post index. 12/13/44.

7. Notation made on funds cards.

8. Notification of action given to leave clerk.

9. Remarks:

Arendholz initial SWA

Processed by: _____

DEPT. STOCK FORM 2249
REV. 1-41

NAVY

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C

PAGE: 10

Date Prepared November 25, 1944

TO:

Name: Dawes, William F., Jr.

From: U. S. Coast Guard

Bureau No.:

Promotion

Effective: December 1, 1944

	FROM 1377	TO 1376
Position	Keeper	Keeper
Grade	Range $1140-1500	Range $1320-1560
Salary	$1380 p.a. plus $720 p.a. Arrs.	$1380 p.a. plus $240 p.a. Arrs.
C. S. C. No.		
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters Post of Duty	Boston, Mass. Cape Elizabeth Lt.Sta., Me.	Boston, Mass. Cape Elizabeth Lt.Sta., Me.
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 District.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 6-24-21

LEGAL RESIDENCE: Maine

SEX: Male

NATURE OF POSITION

NEW	ADDTL. IDENT.

VICE VACANCY	VICE
	[illegible]

NAME: [illegible] Olson (Rec. 11-11-44)

C.S.C. NO.:

ACTION NO.:

DATE:

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

SUBJECT TO RETIREMENT ACT? Lighthouse Act

DATE OF OATH

DATE APPROVED BY THE SECRETARY: 11.25.44

SWD

SUBORDINATE ADMINISTRATIVE OFFICE

Dept. Stock Form 2249

UNITED STATES NAVY DEPARTMENT
WASHINGTON, D. C.

File

TO:

Date Prepared
November 25, 1944

C.S. or other legal Authority

Name: Dawes, William F., Mr.

Bureau No.

From: U. S. Coast Guard

Promotion

Effective: December 1, 1944

	FROM 1377	TO 1376
Position Grade Salary	Keeper Range $1140-1500 $1380 pa plus $240 pa qtrs.	Keeper Range $1200-1560 $1380 pa plus $240 pa qtrs.
Bureau or Div. Organiz'l. Subdiv.	U. S. Coast Guard	U. S. Coast Guard
Hdqtrs. Post of Duty Appropriation Allotment	Boston, Mass. Cape Elizabeth Lt. Sta. Me. Civilian Employees, CG	Boston, Mass. Cape Eliz. Lt. Sta. Me. Civilian Employees, CG
	Field x Deptmtl	Field x Deptmtl

Appropriation
Regular

Date of Birth
9-26-81

Legal Residence
Maine

Sex
Male

Nature of Position
New Add. Iden.

Vice Vac. Vice**
*John W. Olsen (Rec. 11-11-44)

Remarks:

Has C.S.Comm. allowed Vet. Pref.?
no

Subject to Retirement Act?
Lighthouse Act 6-30-18

Date of Oath

Justification

This is a regular position in the authorized complement of the District.

This notification is subject to the provisions on the reverse hereof, when applicable.
By direction of the Asst. Secretary of the Navy.

Very truly yours,
Carl E. Herrick
Comdr. USCGR, Chief, Civilian Personnel Division

Date Approved by the Secretary 11-25-44

SUBORDINATE ADMINISTRATIVE OFFICE

UNITED STATES COAST GUARD
Customhouse
Boston 9, Mass.

Address reply to
DISTRICT COAST GUARD OFFICER
FIRST NAVAL DISTRICT
Refer to file: pcp-75

1 December, 1944

To: **Commanding Officer, Group, Cape Elizabeth, Maine**

Subj: **Dawes, William F., Keeper, Cape Elizabeth Light Station; promotion**

Form 2249 is inclosed herewith for delivery to subject employee for his personal file. A copy of form 2249 is also inclosed for your information and files.

C. M. Ellison
C. M. ELLISON
By direction

Incl
Form 2249 and copy.

PERSONNEL RECOMMENDATION
UNITED STATES COAST GUARD
NAVCG-2660-REV.2-44

TO: COMMANDANT, UNITED STATES COAST GUARD

FROM (Recommending Office)	LOCATION	DATE
DCGO, 1st Naval District	Boston, Massachusetts	11 November, 1944

NATURE OF RECOMMENDATION: PROMOTION

NAME (Last, First, Middle Initial)	LEGAL RESIDENCE	DATE OF BIRTH	VET'S. PREF.?
DAWES, William F.	Maine	9/26/81	No

	FROM	TO
POSITION & NUMBER	2nd Asst. Keeper Bureau No. 1377	1st Asst. Keeper Bureau No. 1376
GRADE OR RANGE & PAY	(Range $1140-$1500) $1380. p.a.	(Range $1200-$1560) $1380. p.a.
VALUATION OF QUARTERS	$240. p.a.	$240. p.a.
APPROPRIATION	Civilian Employees, C. G.	Civilian Employees, C. G.
STATION	Cape Elizabeth LH, Me.	Cape Elizabeth LH, Me.
OFFICE	DCGO, 1st Naval District	DCGO, 1st Naval District
DIVISION	----	----
SECTION	Portland Section	Portland Section

PROPOSED EFFECTIVE DATE: 11/16/44

[ ] THE ACTUAL DATE OF ENTRANCE ON DUTY
[X] AS SOON THEREAFTER AS HE ENTERS ON DUTY

POSITION CLASSIFICATION OR JOB DATA

[ ] NEW POSITION

[X] VICE — OLSEN, John H. (Previous Incumbent) — (J.C.S.#-IVb Only) — cob, 11/11/44 - Resigned (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: Funds are available to cover the action recommended above. The vacancy created by the above action will be filled by the transfer of Arthur R. Marston from Petit Manan LH, Me. In this connection, see Form 2660 in Mr. Marston's case, dated 11 November, 1944, which is being forwarded to HQ concurrently.

Certified as required in Instruction 6:

C. M. ELLISON
By direction
(Signature of Recommending Officer)

BOSTON DISTRICT
RECEIVED
JUL 10 1944
U.S. COAST GUARD

UNITED STATES COAST GUARD

CAPTAIN OF THE PORT
RECEIVED
JUL 8 1944.
PORTLAND
MAINE
U.S. COAST GUARD

Address Reply to
COAST GUARD STATION
CAPE ELIZABETH, MAINE
And refer to File 75

5 July, 1944

To: District Coast Guard Officer, First Naval District

Via: Section Coast Guard Officer, Portland, Maine

Subj: DAWES, Frank O. Civilian 2nd Assistant Keeper; promotion of.

It is recommended that subject-named man be promoted to Civilian 1st Assistant Keeper at Cape Elizabeth Light Station, and be retained at that unit as Civilian 1st Assistant Keeper, due to the vacancy, caused by resignation of John H. Olsen.

GEORGE CLARK

1nd-1
SCGO, Portland,Me.
8 July, 1944

To: DCGO, 1st Naval District

Forwarded, approved.

F. B. LINCOLN

UNITED STATES COAST GUARD

Address Reply to
COAST GUARD STATION
CAPE ELIZABETH, MAINE
And refer to File 75

5 July, 1944

To: District Coast Guard Officer, First Naval District

Via: Section Coast Guard Officer, Portland, Maine

Subj: DAWES, Frank O. Civilian 2nd Assistant Keeper; promotion of.

It is recommended that subject-named man be promoted to Civilian 1st Assistant Keeper at Cape Elizabeth Light Station, and be retained at that unit as Civilian 1st Assistant Keeper, due to the vacancy, caused by resignation of John H. Olsen.

GEORGE CLARK

1nd-1
SCGO, Portland, Me.
8 July, 1944

To: DCGO, 1st Naval District

Forwarded, approved.

F. B. LINCOLN

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

REPORT OF EFFICIENCY RATING

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

Classification Symbols
(Service) (Grade) (Class)

As of 31 March, 1942 based on performance during period from ____ to 31 March, 1942.

William F. Dawes (Name of employee) | 2nd Asst. Keeper (Title of position) | U. S. Coast Guard (Bureau)

First Naval District (Division) | South Portland Base (Section) | Cape Elizabeth Light Station. (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? no. (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		

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

Rated by H. L. Durgin (Signature of rating official) | Lieut. (j.g.) (Title) | 31 March, 1942. (Date)

Reviewed by C.G. ROEMER (Signature of reviewing official) | Captain, U.S.C.G. (Title) | 4 May, 1942. (Date)

Rating approved by efficiency rating committee ____ (Date)

Report to employee Good (Adjective rating) 4 (Numerical rating)

16—26177-1

Standard Form 68
March 1944
U. S. CIVIL SERVICE COMMISSION
Dept. Cir. No. 474

Form approved.
Budget Bureau No. 50-R016.
Approval expires March 30, 1945.

NOTICE OF OFFICIAL EFFICIENCY RATING

REGULAR (X) SPECIAL ( )
PROBATIONAL or TRIAL PERIOD ( )

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

DAWES, William F. — (Name of employee)

2nd Asst. Keeper — (Title of position, service, and grade)

U. S. Coast Guard, 1ND — CG Station, Cape Elizabeth, Me. Cape Elizabeth Lt. Sta.
(Organization—Indicate bureau, division, section, unit, field station)

Efficiency rating: Good

24 June, 1944
(Date of notification)

(Signature)
L. B. McGEE, Chairman
District Efficiency Rating Committee
(Title)

Interpretation of Efficiency Rating

Excellent (E) means that performance in every important phase of the work was outstanding and there was no weakness in performance in any respect.
Very Good (VG) means that performance in at least half of the important phases of the work was outstanding and there was no weakness in performance in any respect.
Good (G) means that performance met requirements from an over-all point of view.
Fair (F) means that performance did not quite measure up to requirements from an over-all point of view.
Unsatisfactory (U) means that performance in a majority of important phases of the work did not meet job requirements.

Inspection and Appeals

If you have any question regarding your efficiency rating, it is suggested that you discuss the matter with your immediate supervisor. Your efficiency rating sheet (Standard Form 51, Revised), or a copy of it, will be made available to you for inspection, if you request it of your supervisor or the personnel officer. Such a request is not considered as an appeal. You are also entitled to see the final ratings (not the rating forms) of all employees in your office or station. Information on appeals may be secured from your supervisor or personnel office. There are time limits governing the filing of appeals.

Significance of Efficiency Ratings

The salary advancement act provides for successive salary advancements based on several factors, one of which is efficiency ratings. Ratings of "Good" permit periodic salary advancement by successive steps up to and including the middle rate for the grade (the fourth step in six rate grades), and ratings of "Very Good" and "Excellent" permit periodic salary advancement by successive steps above the middle rate of the grade.
The rate of compensation of an employee whose efficiency rating is "Fair" must be reduced one salary step if his rate of compensation is above the middle rate. If the rate of compensation is equal to or below such middle salary rate, it is not subject to reduction on that account.
An employee whose efficiency rating is "Unsatisfactory" is not permitted to remain in his position. He must be assigned to a position more nearly commensurate with his ability, either (1) in the same line of work, in which case the position must be in a lower classification grade and his rate of compensation must not be in excess of the middle rate for such grade, or (2) in some other line of work for which he is qualified, in which case he is considered as having received a new appointment to the extent that his rate of compensation must be at the minimum rate for such grade and he must begin a new probationary period; or if no suitable vacancy is available he must be separated from the service for inefficiency. A probationary employee, assigned to a position of lower classification grade, begins a new probationary period in the new position.

U. S. GOVERNMENT PRINTING OFFICE 16—38834-1

Standard Form No. 51, Rev.
Approved Dec. 1943
U. 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 31 March, 1944 based on performance during period from 1 April, 1943 to 31 March, 1944

DAWES, William F. (Name of employee)

2nd Asst. Keeper (Title of position, service, and grade)

U.S. Coast Guard, 1ND CG Station, Cape Elizabeth, Me. Cape Elizabeth Lt. Sta. (Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE
√ 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 Good

Reviewing official Good

Rated by Edward D. Elliot (Signature of rating official) Keeper (Title) May 12 - 1944 (Date)
Edward D. Elliot

Reviewed by F. B. Linton (Signature of reviewing official) Commander, (Title) CCGD May 16 1944 (Date)

Rating approved by efficiency rating committee 6/23/44 (Date) Report to employee 6 (Adjective rating)

16—26177-2

UNITED STATES COAST GUARD

Boston, Massachusetts

Address reply to
DISTRICT COAST GUARD OFFICER
BOSTON 9, MASSACHUSETTS
And refer to file no. 75

26 November, 1943

To: **William F. Dawes, 2nd Asst. Keeper, Cape Elizabeth Light Station**

Via: **Commanding Officer, Cape Elizabeth CG Station**

Subj: Annual leave.

1. According to the records of the DCGO, Civilian Personnel Section, you are entitled to take a minimum of **11 days** annual leave before the end of the calendar year 1943, subject to the approval of your superior or commanding officer.

2. Under existing leave laws and regulations such portion of the above amount that is not taken will be forfeited.

3. You are requested not to take this leave after 17 December if travel by intercity carrier would be involved, in view of the efforts of the Director of Defense Transportation to protect essential traffic during the holiday period.

Clyde R. Johnson

CLYDE R. JOHNSON
By direction

NSO 410b
(Rev. 3-22-43)

UNITED STATES NAVY DEPARTMENT

NOTICE OF EFFICIENCY RATING

Annual Rating E 1 as of 31 March, 1943

Probation, or Trial Period Rating ---

As of ---

For service beginning 1 April, 1942

DAWES, William F. --- Second Assistant Keeper
(Name) (Service-Grade) (Title)

NOV 3 - 1943
(Date of notification)

H. W. SIEGEL, Principal Clerk
Civilian Personnel Officer
USCG, 1st Naval District

REPORT OF CONDUCT

Unless otherwise stated below, your conduct during this rating period was considered satisfactory.

INTERPRETATION OF EFFICIENCY RATING

Excellent (E) means that performance in every important phase of the work has been outstanding and that performance has been at least fully satisfactory (adequate) in all the other phases.

Very Good (VG) means that performance in a majority of important phases of the work has been outstanding and that performance has been at least fully satisfactory (adequate) in all the other phases.

Good (G) means—

(*a*) that performance has been at least fully satisfactory (adequate) in all the phases of the work, although not outstanding in a majority of the important phases; or

(*b*) that performance in all the important phases has been at least fully satisfactory (adequate) and performance that has not met job requirements has been fully compensated by outstanding performance in other phases of the work; or

(*c*) that performance in a majority of important phases has been at least fully satisfactory (adequate) and that performance that has not met job requirements in important phases has been over-compensated by outstanding performance in other important phases.

Fair (F) means that performance in a majority of important phases of the work has been at least fully satisfactory (adequate) and that performance that has not met job requirements has not been fully compensated by outstanding performance in other phases.

Unsatisfactory (U) means that performance in a majority of important phases of the work has not met job requirements.

As used above, "adequate" means that the service rendered in a particular phase of the work is what would be expected of a fully competent, qualified, acceptable employee in the same kind and level of work after a reasonable period of training. The word "outstanding" means that the service rendered in a particular phase of the work is distinctly better than what would be expected from such an employee.

If a number appears after the adjective efficiency rating, it represents a further refinement of the adjective rating, as follows: Excellent 1; Very Good 2 or 3; Good 4, 5, or 6; Fair 7 or 8; Unsatisfactory 9.

16—33632-1

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

REPORT OF EFFICIENCY RATING

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

Classification Symbols		
(Service)	(Grade)	(Class)

As of 2 May, 1943 based on performance during period from 1 April, 1942 to 31 Maych, 1943

William F. Dawes	2nd Asst. Keeper	U.S. Coast Guard
(Name of employee)	(Title of position)	(Bureau)

	Portland, Maine	Coast Guard Station, Cape Elizabeth. (Cape Elizabeth Light Station)	
(Division)	(Section)	(Subsection or unit)	(Field office)

ON LINES BELOW MARK EMPLOYEE

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.

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 (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) None
..... (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	+	1
Reviewing official	E	1

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

Rated by Edward D. Elliot (Signature of rating official) Civilian Keeper (Title) 2 May, 1943 (Date)

Reviewed by W. N. Derby (Signature of reviewing official) Captain, U.S.C.G. (Title) 10 May, 1943 (Date)

Rating approved by efficiency rating committee —— (Date) Report to employee E (Adjective rating) 1 (Numerical rating)

6 7 8 7

16—28177-1

pcp-75

29 October, 1943

To: DAWES, William F., 2nd Asst. Keeper, Cape Elizabeth Light Station, Me.

Via: CO, CAPE ELIZABETH CG STATION

Subj: Form 2249; Promotion

Form 2249 indicating thereon your administrative increase is inclosed herewith for your information and personal file.

H. W. SIEGEL
By direction

Incl
Form 2249

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared 1 October, 1943

Name: Howes, William P.

From: U. S. Coast Guard

Bureau No.:

Promotion

Effective: 1 October, 1943

	FROM	TO
	7283	7283
Position		Keeper
Grade	Range $1140-1500	Range $1140-1500
Salary	$1320 p.a. plus $240 trs.	$1380 p.a. plus $240 trs.
C. S. C. No.		
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Boston, Mass.
Post of Duty		Cape Elizabeth Lt. Sta., Me.
Appropriation		Civilian Employees, C.G.
Allotment		

FIELD ☐ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks:

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

Justification:

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION

DATE OF BIRTH

7-12-1891

LEGAL RESIDENCE

Maine

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

DATE APPROVED BY THE SECRETARY

11-1-43

SUBORDINATE ADMINISTRATIVE OFFICE

SOUTH PORTLAND MAINE
FEB 1
U.S. COAST GUARD

W. F. Dawes
Cape Elizabeth L. H.

22 January, 1943.

From: District Coast Guard Officer, First Naval District.
To : All Civilian Employees.

Subject: HOME ADDRESS.

1. In connection with the Income Tax Report to be submitted to Collector of Internal Revenue at Washington, showing the earnings of all civilian personnel in this district, it is requested that each individual promptly report by indorsement hereon, his or her present home address also showing whether he or she is married or single.

2. In the event there is any change in address in the future, it is requested that same should be promptly reported to the District Coast Guard Officer, First Naval District.

3. This must be returned to the Civilian Personnel Section, District Coast Guard Officer, First Naval District, before 1 February, 1943.

G.J. O'LEARY,
By direction.

1st. Indorsement.

Jan. 27 1943
(Date)

From: Cape Elizabeth Light Station
To : District Coast Guard Officer, First Naval District.

Dawes (Surname), William (First Name), F. (Middle Initial)

So Portland ME R.F.D. 1
(Address)

Telephone Number, if any None

Married or single (Cross out one)

William F. Dawes
(Signature)

NSO 110 (b)

NAVY DEPARTMENT
WASHINGTON

24 June, 1942
(Date)

From: District Coast Guard Officer,
First Naval District.
To: DAWES, William F.
CAPE ELIZABETH LIGHT STATION
Subject: Notification of efficiency rating.

CLASSIFICATION		
SERVICE	GRADE	TITLE
F	---	2nd Assistant Keeper

1. Your efficiency rating and conduct report for the 12-month period ended March 31 is indicated below:

EFFICIENCY RATINGS	
ADJECTIVE	Good
NUMERICAL	4

CONDUCT REPORT
SATISFACTORY ---- Yes (Yes or no)

RULES FOR SALARY ADVANCEMENTS.—Subject to conditions established by law and Executive order:

A. An employee whose efficiency rating is "Excellent" or "Very Good" is eligible for salary advancements to the highest rate of compensation in the grade.

B. An employee whose efficiency rating is "Good" is eligible for salary advancement up to and including the middle rate of compensation in the grade (C. S. C. Dept'l Cir. 302).

RULES FOR SALARY REDUCTIONS, DEMOTIONS, OR DISMISSALS.—The following rules are prescribed for the demotion of an employee to a lower grade position, reduction in salary, or both, or dismissal from the service as a result of an efficiency rating (C. S. C. Dept'l Cir. 302):

A. The rate of compensation of an employee whose efficiency rating is "Fair" shall be reduced one salary step if his rate of compensation is above the middle rate. If the rate of compensation is equal to or below such middle salary rate, it shall not be subject to reduction on that account.

B. An employee whose efficiency rating is "Unsatisfactory" shall not be permitted to remain in his position. If he is serving his probationary period, he shall be separated from the service under the rules prescribed for such cases. If he has completed his probationary period, he shall be assigned to a position more nearly commensurate with his ability, in a lower classification grade, and his rate of compensation shall not be in excess of the middle rate for such grade, or if no suitable vacancy is available in a lower classification grade, he shall be separated from the service for inefficiency.

C. No employee who has completed his probationary service shall be demoted to a lower grade position, reduced in salary, or dismissed from the service on the basis of an efficiency rating covering a period of less than 90 calendar days.

INSPECTION OF RATINGS BY EMPLOYEES:

A. A list of all ratings on Standard Form 52 shall be open to inspection by any employee of the department, independent establishment, or other agency under such conditions as to time and place as the head of such organization may prescribe (C. S. C. Dept'l Cir. 302).

B. Every employee has the right to see his rating form, Standard Form 51.

R. J. BORROMEY, By direction.

U. S. GOVERNMENT PRINTING OFFICE 16—28201-1

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

REPORT OF EFFICIENCY RATING

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

Classification Symbols		
(Service)	(Grade)	(Class)

1260

As of 31 March, 1942 based on performance during period from ____ to 31 March, 1942.

William F. Dawes (Name of employee) — 2nd Asst. Keeper (Title of position) — U. S. Coast Guard (Bureau)

First Naval District (Division) — South Portland Base (Section) — Cape Elizabeth Light Station. (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? No (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		

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

Rated by H. L. Durgin (Signature of rating official) — Lieut. C.G. (Title) — 31 March, 1942. (Date)

Reviewed by C. G. Roemer (Signature of reviewing official) — Captain, U.S.C.G. (Title) — 4 May, 1942. (Date)

Rating approved by efficiency rating committee --- (Date) Report to employee Good (Adjective rating) 4 (Numerical rating)

16—26177-1

CP-75

UNITED STATES COAST GUARD

WASHINGTON

1 April, 1942.

From: Commandant.
To: District Coast Guard Officer, First Naval District.

Subject: Administrative promotions for certain lighthouse keepers.

1. The Secretary of the Navy, under date of 1 April, 1942, has approved within-grade administrative promotions of the lighthouse keepers listed below under your jurisdiction, effective 1 April, 1942. These promotions are not made under the provisions of Public Law No. 200, approved 1 August, 1941.

2. It will not be necessary to give these employees an official notification of this promotion, but this data should be typed on their Form 2806.

3. In the event that any of the employees named herein have received salary increases subsequent to 1 April, 1942, they are not entitled to and should not receive this promotion. They are, however, entitled to receive this additional compensation from 1 April, 1942 up to and including the day before they received a promotion.

Name	Range	Present Salary	Increase	Location
Carr, Earl E.	$1440-1800	$1560	$60	Block Island
Hallett, Osborne E.	1200-1560	1200	60	Boston L. Station
Talbot, Ernest V.	1260-1620	1380	60	Browns Head
Seavey, George W.	1440-1800	1500	60	Cape Ann
Dawes, William F.	1140-1500	1260	60	Cape Elizabeth
Coleman, Eugene L.	1380-1740	1500	60	Cape Neddick
Dubois, Joseph H.	1380-1740	1440	60	Cape Poge
Powell, Nelson H.	1320-1680	1380	60	Conimicut
Morrison, Myrick R.	1260-1620	1260	60	Curtis Island
Orne, Simeon A.	1380-1740	1440	60	Cuttyhunk
Mathie, Ernest H.	1560-1920	1560	60	Egg Rock
Grieder, Frank A.	1380-1740	1440	60	Gay Head
Hill, Arthur G.	1380-1740	1380	60	Goose Rock
Kilton, Harold L.	1560-1920	1560	60	Goose Rock
Davis, Phillip A.	1260-1620	1260	60	Great Duck I.
Freeman, James H.	1500-1860	1500	60	Great Duck I.
Mann, Darrell L.	1320-1680	1320	60	Great Duck I.
Cheney, Hoyt W.	1560-1920	1560	60	Halfway Rock
Osgood, Albert F.	1500-1860	1500	60	Halfway Rock
Strout, Arthur S.	1740-2100	1800	60	Halfway Rock
Cheney, Jasper L.	1260-1620	1320	60	Libby Island
Day, Henley C.	1200-1560	1200	60	Manna Island
Haskins, Archford V.	1440-1800	1440	60	Nantucket
Vidler, Fred S.	1320-1680	1320	60	Nauset Beach

District Coast Guard Officer,
First Naval District,
CP-75,
1 April, 1942.

Name	Range	Present Salary	Increase	Location
Dobbins, Harry B.	$1380-1740	$1680	$60	Newburyport
Scharff, John M.	1320-1680	1440	60	Nobska Point
Foss, Morris J.	1260-1620	1260	60	Petit Manan
York, Javan D.	1440-1800	1440	60	Race Point
Stockbridge, Benjamin	1320-1680	1380	60	Ram Island
Clark, William A., Jr.	1620-1980	1620	60	Ram I. Ledge
Wells, William W.	1680-2040	1740	60	Saddleback Ledge
Bouley, Joseph O.	1500-1860	1500	60	Sakonnet
Gomes, Joseph	1440-1800	1440	60	Sakonnet
Skolfield, Clarence A.	1320-1680	1320	60	Sequin
Ellis, Charles A.	1320-1680	1380	60	West Chop
Gray, Howard R.	1200-1560	1320	60	West Quoddy
Alley, George L.	1200-1560	1380	60	Whitehead

N. R. STILES,
By direction.

75

2 June, 1941.

From: Commander, Boston District.
To : Commanding Officer, SOUTH PORTLAND BASE.

Subject: William F. Dawes; fingerprints; resubmission of.

Reference: (a) Headquarters' letter, 29 May, 1941 (PR-75).

Inclosure: (A) Form 2390, U. S. Civil Service Commission (duplicate).

1. In compliance with instructions contained in reference (a), it is requested that the fingerprints of the subject-named employee be again taken in duplicate on Forms 2390 and forwarded to this office at the earliest practicable date for resubmission to Headquarters.

2. The fingerprints of the subject-named employee previously taken are too poor for classification.

3. It is suggested that the inclosed fingerprint charts be completed where the proper facilities are available for taking fingerprints.

O. A. LITTLEFIELD,
By direction.

75

TREASURY DEPARTMENT

United States Coast Guard

Office of the Commander

Boston, Massachusetts,

13 May, 1941.

BOSTON DISTRICT

From: Commander, Boston District.
To : Commanding Officer, SOUTH PORTLAND BASE.

Subject: William F. Dawes;
Fingerprints; resubmission of.

Reference: (a) Headquarters' letter, 7 May, 1941 (CP-75).

Inclosure: (A) Form 2390, U. S. Civil Service Commission (duplicate).

1. Headquarters has directed by reference (a) that the fingerprints of the subject-named employee be again taken in duplicate on Forms No. 2390 and forwarded to this office at the earliest practicable date for resubmission to Headquarters.

2. Headquarters requires that all questions be answered fully. If there are no answers to any questions, it will be indicated by the words "No" or "None," whichever applies.

3. Care should be exercised in making fingerprints, being sure they are in the proper order and the fingers rolled so the pattern is clear and complete.

O. A. LITTLEFIELD,
By direction.

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

PERSONAL HISTORY STATEMENT

(To be prepared in own handwriting)

Department or Establishment Treasury Dept **Date** 20 Sept. 1939

1. Name in full (Mr., Miss, or Mrs.) Mr. Dawes (Surname) William (Given name) Franklin (Middle name)
2. Present address RFD #1 (Number) South Portland (Street) Maine (City) (State)
3. Legal (voting) residence Maine 1st (State and Congressional District) Cumberland (County) South Portland (City or town)
4. Where born Maine (State or foreign country) Beals (City or town) When born Sept. 26, 1881 (Month Day Year)
5. If foreign-born, state whether naturalized or alien American
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, age, 49 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
C.G.L.H.	Cape Elizabeth	Light Keeper	$1260	Apr.	15	1929	Still employed		
		2d Asst.							

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 ..... 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
Self	Boating	25 years or more

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 Lucinda A. Dawes

Relationship Wife Post office address

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

William F. Dawes
(Name as usually written and which will be used as official signature)

U. S. GOVERNMENT PRINTING OFFICE 10—1930

17. Have you been retired from the Civil, Military, or Naval Service of the United States? NO ; if so, state (a) whether for age, length of service or disability ; (b) Amount of retired pay .

Form A-38

DEPARTMENT OF COMMERCE
DIVISION OF PERSONNEL
WASHINGTON

SUPT. OF LIGHTHOUSES
1ST DISTRICT
JUL 21 1939
SOUTH PORTLAND, MAINE

June 16, 1939

Mr. William F. Dawes

Through the Commissioner of Lighthouses.

You are advised that your compensation has been changed as indicated below, effective June 16, 1939.

A new appointment will not be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

OLIVER C. SHORT
Director of Personnel.

From: $1200

To: $1260

Service and grade:

Appropriation (unit): Field

1
C

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
South PORTLAND, ME.

CP

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT, 1ST DISTRICT
South PORTLAND, ME.

June 9, 1937

To: W. F. Dawes, 2nd Asst. Keeper,
Cape Elizabeth Lighthouse, Me.
(Via Keeper)

HOLD
Call up file

1. The following claim against you has been presented to this office:

CLAIMANT	AMOUNT	NATURE OF CLAIM
Freeman E. Foss, R. F. D. #1, South Portland, Me.	$3.00	Apples in October, 1936.

REMARKS: Mr. Foss states that he has sent you many bills but has had no results.

2. If this debt is a just and legal one, take immediate steps to arrange for its payment, advising this office what steps you propose to take, giving the amount which will be paid at a time and the frequency of payments. If the amount as stated is not correct, advise wherein it differs from your records.

3. Your attention is invited to Art. 119 of "Instructions to Employees of the United States Lighthouse Service, 1927," which requires that employees pay their just and legal debts under penalty of dismissal for failure to do so.

For and in the absence of the Superintendent:

SAMPSON ~~XXXXXXX~~
Assistant Superintendent

CP

HOLD
Call up file

June 9, 1937

Mr. Freeman E. Foss,
R. F. D. #1,
South Portland, Me.

Sir:

This office is in receipt of your statement, dated June 7, 1937, claiming account against W. F. Dawes, 2nd Assistant Keeper, Cape Elizabeth Lighthouse, Maine, in the sum of $3.00.

Mr. Dawes has been requested to inform this office what steps he proposes to take towards settling this debt, provided it is just and legal, and upon receipt of his reply you will be further advised.

For and in the absence of the Superintendent:

Respectfully,

THOMAS SAMPSON
Assistant Superintendent

Chief Clerk
1st Clerk
Jun. Engr.
Radio Engr.
Depot Keeper
2d Clerk
3d Clerk
4th Clerk
5th Clerk
Hibiscus
Ilex
Corres. Ille
Engr. Ille

SUPT. OF LIGHTHOUSES
1ST DISTRICT
JUN 7 - 1937
SOUTH PORTLAND, MAINE

June 7, 1937

Mr Frank Dawe

To Freeman & Fox Dr.

Terms, R 7 20 1 So Portland Me

For Apples
last Oct 1936 $3 00

We have sent
many bills but
no Results
Please collect.

Supt.
Asst Supt
Chief Clerk
1st Clerk
Jun. Engr
Radio Engr
Depot Keep
2d Clerk
3d Clerk
4th Clerk
5th Clerk
Hibiscus
Ilex
Correspondence Ill
Engr. Ill

Given me for
Signed this
Ans

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
1ST DISTRICT
JUN 12 1937
SOUTH PORTLAND, MAINE

FIRST DISTRICT

Cape Elizabeth, Me.
(Station, Depot, or Vessel)

June 11, 1937

SUPERINTENDENT OF LIGHTHOUSES,
Portland, Maine.

Sir:

In regard to letter received from you about the bill I owed to Mr. Foss I beg to say that same was correct and that it has been paid in full. Am sorry this happened.

E D Elliott Keeper William F. Dawes 2nd. Asst.

South

GFL:SWA

South

May 15, 1935

William F. Dawes, Second Assistant Keeper
Cape Elizabeth Light Station, Maine
(Via Keeper)

Replying to your letter of the 11th instant, authority is hereby given for you to use an electric vacuum cleaner in your quarters with the understanding that any current used in excess of your annual allowance must be paid for by you.

G. BRUSH
Superintendent

Copy for station files.

DEPARTMENT OF COMMERCE

LIGHT[illegible] SERVICE

SUPT. OF LIGHTHOUSES
1ST DISTRICT
MAY 13 1935
SOUTH PORTLAND, MAINE

FIRST DISTRICT

Supt.
Asst. Supt.
Chief Clerk
1st Clerk
Sten. Engr.
Radio Engr.
Depot Keeper
2d Clerk
3d Clerk
4th Clerk
5th Clerk
Hibiscus
Tex
Corres. file
Engr. file

See permission
let granted
F
ecb

Cape Elizabeth Me.
(Station, Depot, or Vessel)

May 11, 1935

SUPERINTENDENT OF LIGHTHOUSES,

Portland, Maine.

Sir:

I respectfully request permission to use an electric vacuum cleaner.

William F. Dawes

E. D. Elliot Keeper 2nd Asst.

Sup't
Asst. Supt. (LH Engr)
Asst. Engr
Chief Clerk
1st Clerk
2nd Clerk
3rd Clerk
Messenger
Portland S.H.
L D 1st Dept

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FIRST DISTRICT

Cape Elizabeth, Maine
(Station, Depot or Vessel)

Oct. 6th., 1923

SUPERINTENDENT OF LIGHTHOUSES,
Portland, Maine.

Sir:

In regard to letter received today from you.
My wife's sons and their families left the station the 4th day of this month.
Am sorry to have caused any trouble.

Respectfully, Wm F. Dawes, 2nd Asst.
Joseph Upton

Supt.
Asst. Supt. (1st Engr.)
Inst. Engr.
Chief Clerk
1st Clerk
2nd Clerk
3rd Clerk
Messenger
Portland S.H.
L.D. 1st Dept.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES 1ST DIST. PORTLAND, MAINE
OCT 7 1933
FIRST DISTRICT

Cape Elizabeth, Maine
(Station, Depot or Vessel)

Oct. 6th., 1923

SUPERINTENDENT OF LIGHTHOUSES,
Portland, Maine.

Sir:

In regard to letter received today from you.
My wife's sons and their families left the station the 4th day of this month.
Am sorry to have caused any trouble.

Respectfully, Wm F. Dawes, 2nd Asst.
Joel Upton

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
OCT 9 1933
PORTLAND, MAINE

FIRST DISTRICT

Cape Elizabeth
(Station, Depot, or Vessel)

October 6th, 1933

SUPERINTENDENT OF LIGHTHOUSES,

Portland, Maine.

Sir: Form 28 Certificate for lost property covering instructions to employee at 1st and 2nd asst dwellings was sent in June 30/31 and approved by Mr Sherman July 14/31 Two books of instructions was ordered on annual requisition June 30/31

Yours Respt Josh Upton

GFL:CP

October 5, 1933

W F Dawes, 2nd Asst. Keeper,
Cape Elizabeth LH., Me.
(Via Keeper)

1. Your letter of the 3rd instant:

2. See the copy of Instructions to Employees, 1927, which the Keeper has. Because you had no copy is no excuse for your not referring to another copy on the station when so directed.

3. Advise when your wife's sons and families have left the station.

EATON
Superintendent

COPY TO Keeper.

What happened to 2nd Asst's copy of Instructions? If there is none on station for him, make a requisition for a copy. Each keeper should have one, and keepers transferred from station should leave their copies for their successors, and it is up to you to see that they do.

EATON
Superintendent

GFL:CP

October 2, 1933

W F Dawes, 2nd Asst. Keeper,
Cape Elizabeth LH., Me.
(Via Keeper)

1. It has come to the knowledge of this office that there are two families besides your own residing in Government dwelling occupied by you at the station.

2. Your attention is invited to Article 65 of "Instructions to Employees, 1927", and you are directed to report at once in writing why you have taken others in to live with you without first having requested permission to do so, as required thereby. Who are the occupants and are they related to you?

3. Your failure to observe the regulations is inexcusable in view of the fact your attention was called specifically to this article by letter of May 16, 1932.

For and in the absence of the Superintendent:

E. B. SAMPSON
Assistant Superintendent

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
OCT 5 1933
PORTLAND, MAINE

FIRST DISTRICT

Cape Elizabeth, Me.
(STATION, DEPOT, OR VESSEL)

Oct. 3rd, 1933

SUPERINTENDENT OF LIGHTHOUSES,
Portland, Maine.

Sir:

In regard to letter received today from you yes I am sorry to say I have had my wifes two sons and their families here but have been expecting them to leave any day as they have been looking all over the Cape for a rent so they can go lobster fishing and live near to their work and that is the reason I haven't written in to the office about them being here.

They are out now hunting for a rent to get into.

Im very sorry to have done anything wrong.

You referred me to article 65 of instructions to employees, 1927.

I haven't seen an instruction book since I came here as there was none here when I came. — Keeper must have one he can see

Respectfully

William F. Dawes
2nd Asst. Light Keeper

EJD:GP

September 15, 1933

W F Dawes, 2nd Asst. Keeper,
Cape Elizabeth LH., Me.
(Via Keeper)

Your request for permission to use electric washing machine is approved. However, your attention is invited to fact that you must pay for all current used in excess of 360 K.W.H. in one calendar year.

For and in the absence of the Superintendent:

SAMPSON
Assistant Superintendent

Supt.
Asso. LH Engr
Jun Engr
Chief Clerk
1st Clerk
2nd Clerk
3rd Clerk
Messenger
Portland S.H.
L D Isl Depot

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES MAINE SEP 15 1933

FIRST DISTRICT

Cape Elizabeth
(STATION, DEPOT, OR VESSEL)

Sept. 14, 1933

SUPERINTENDENT OF LIGHTHOUSES,
Portland, Maine.

Sir:

I respectfully request permission to use an electric washing machine.

Respectfully

William F. Dawes
2nd Asst.

Joel H. Upton
Keeper

OK if he will pay for all repairs & he knows it
F

GFL:CP

October 27, 1932

Mrs. W F Dawes,
Via Keeper, Cape Elizabeth LH., Me.

My dear Madam:

Replying to your letter of the 26th instant, asking permission to have a hired girl due to the fact that you are not well, you are advised that in order that such a request may be acted on it will be necessary for it to be submitted by Mr. Dawes officially through the Keeper.

Very truly yours,

C. E. SHERMAN
Superintendent of Lighthouses

COPY TO Keeper, Cape Elizabeth LH., Me. for station files.

Supt.
Asst.
Asst Engr
Chief Clerk
1st Clerk
2nd Clerk
3rd Clerk
Messenger
Portland, Me.
Depot

South Portland, Me.

Oct. 21 / 32

1932

Superintendent of Lighthouses=
Mr. Sherman.

Dear sir:

Am writing to you to find out if it is all right for me to have a hired girl as I am not well. I have Arthritis of the spine and I think it will be necessary to have some-one with me all winter and I would like to know if this will be all right as this is on Government property.

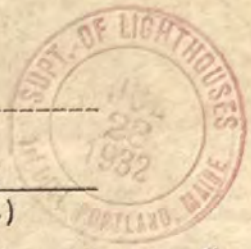
Respectfully

Mrs. Frank Dawes

DEPARTMENT OF COMMERCE

Bureau of Office _____

Report of Employees' Marital Status and Dependents



1. Name of Employee William Franklyn Dawes
(First) (Middle) (Last)

2. Address South Portland, Mr. Cape Elizabeth Light

3. Married or Single Married

4. If married, do you reside with husband or wife? yes

5. If married, and question (4) is answered no, give date since which you have not resided with husband or wife. _____

6. Is your husband or wife employed by the Federal Government or the District of Columbia? (If answered "Yes," give department or branch of District Government.) yes
Lighthouse department First District

7. Number of persons who derive their principal support from you.
_____ Two

8. Enter below information specified concerning each dependent included in your answer to question 7. _____

Name of Dependent	Relationship (if any)	Age	Address	How long Dependent?
Lucinda Dawes	Wife	41	So. Portland	18 yrs.
Joseph Beal	Step son	20	So. Portland	18 yrs.

9. Are you (a) An honorably discharged soldier, sailor, or marine? _____

(b) Widow of such _____

(c) The wife of an injured soldier, sailor, or marine, who himself is not qualified for government service _____

I certify that the answers to the foregoing questions are true.

William F. Dawes

NOTE: A misstatement or withholding of the information called for above will constitute grounds for dismissal.

CES:CP

June 1, 1932

Mrs. Ada Beal,
Jonesport, Maine.

Madam:

In reference to your letter of May 13th stating that you were married to Mr. Joseph Beal, step-son of Mr. Dawes at the Cape Elizabeth Lighthouse:

So far as Mr. Dawes not wanting you to reside at the station is a matter to be adjusted between yourself, your husband and Mr. Dawes. So far as Mrs. Dawes' son residing at the light station, there is no objection to this as it is considered perfectly proper that a child of either party has a perfect right to reside at the home of his parents.

I have been informed by Mr. Dawes that you and his step-son were married on January 19, 1932 and that you lived at the station less than two months after being married and that you insisted on your husband taking you to the home of your sister at Jonesport, Maine. He also states that your husband has written you several letters and that he has not received any answer from you.

I am very sorry that these difficulties exist between you and your husband but it is wholly a matter to be settled between yourselves.

Respectfully,

C. E. SHERMAN
Superintendent of Lighthouses

Supt.
Asso. L.H. Engr
Jun Engr
Chief Clerk
1st Clerk
2nd Clerk
3rd Clerk
Messenger
Portland S.H.
L.D 1st Depot

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
MAY 24 1932
1st DIST. PORTLAND, MAINE

FIRST DISTRICT

Cape Elizabeth
(Station, Depot or Vessel)

May 28nd, 1932

SUPERINTENDENT OF LIGHTHOUSES,
Portland, Maine.

Sir:

In regard to your letter of May 16th., about my stepson Joseph Beal living with me, will say that although he was married Jan. 19-1932 his wife lived with him less then two months and insisted on him taking her home to her sister who lives in Jonesport Me.

He has never established a home enywhere and has always lived with us.

He is twenty years old.

He has written several letters to his wife but can not get an answer from her.

Respectfully
William F Dawes
2nd. asst. Keeper
Cape Elizabeth Light
Me.

Joseph Lydon

GFL:CP

May 16, 1932

W F Dawes, 2nd Asst. Keeper,
Cape Elizabeth Lighthouse, Me.
(Via Keeper)

It has been brought to the attention of this office that your step-son, Joseph Beal, is living with you at Cape Elizabeth Lighthouse, although he is married. In this connection your attention is invited to Article 65 of "Instructions to Employees, 1927",

If Mr. Beal's residence at the station is only in the nature of a visit there will be no objection raised, but if it is intended that he live with you permanently, inform this office to that effect in order that proper consideration may be given the case.

Article 65 of "Instructions" contemplates that keepers will submit prior request for permission to have friends or relatives visit them. Be guided accordingly.

S.

SHERMAN
Superintendent

GFL:CP

May 16, 1932

Mrs. Ada Beal,
Jonesport, Me.

Madam:

Replying to your letter of the 13th instant:

You are advised that there is nothing to prevent Mr. Dawes, 2nd Assistant Keeper, Cape Elizabeth Lighthouse, from having his step-son stay with him for a short period for the purpose of teaching him to drive his car.

I am sorry to inform you that I have no jurisdiction over the other aspects of your case.

Respectfully,

C. E. SHERMAN
Superintendent of Lighthouses.

Dist. LH Engr
1st Engr
Chief Clerk
1st Clerk
2nd Clerk
3rd Clerk
Messenger
Portland S.H.
L D 1st Depot

Bonesport Me.
May. 13, 1932.

DIST. OF LIGHT HOUSES
MAY 16 1932
PORTLAND, MAINE

Mr. Sherman,
Portland
Maine

Dear Sir;

Joseph Beal and I are married and his step father, Frank Hawes, on Cape Elizabeth Light wants him to stay right with him as to drive his car, they didn't care about me staying there and they brought me home, my people can't afford to take

Care of me and I am expecting sickness and need money.

Is he supposed to stay there?

Yours Very Truly
Mrs. Ada Beal.

GFL:CP

October 5, 1931

W F Dawes, 2nd Asst. Keeper,
Cape Elizabeth LH., Me.
(Via Keeper)

1. It is noted that during the fiscal year ending June 30, 1931, you consumed a much greater amount of electric current for light, etc., in your dwelling than did the keeper or first assistant, particularly during the months from November, 1930, to March, 1931; the amount consumed during these months being in some cases more than, in the remainder as much or nearly as much as, consumed by both the keeper and first assistant.

2. Your allowance for electricity is 30 K.W.H. per month, averaged over the period of a fiscal year(July 1 to June 30) and should be a sufficient allowance. You are directed to see that your allowance is not overrun and that no electric current is wasted.

3. Any overrun in this fiscal year will be charged to you.

SHERMAN
Superintendent

COPY TO Keeper, C. Elizabeth LH for station files.

Form A-38

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

SUPT. of LIGHTHOUSES,
FIRST DISTRICT,
JAN 9 1931
PORTLAND, MAINE.

December 29, 1930

Mr. William F. Dawes

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.

1st District.

WHC

GOVERNMENT PRINTING OFFICE 11—9051

CP

July 22, 1930

W F Dawes, 2nd Asst. Keeper,
Cape Elizabeth LH, Me.
(Through Keeper)

1. Your request to use electric current at your station for operating iron, radio, toaster and percolater, is approved.

2. This authority is granted with the understanding that all current used in excess of your monthly allowance is to be paid from your personal funds, on separately rendered bills; prompt settlement to be made in each instance.

SHERMAN
Superintendent

Supt.
Asso. LH Engr
Jun Engr
Chief Clerk
1st Clerk
2nd Clerk
3rd Clerk
Messenger
Portland S.H.
L O 1st Depot

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. of LIGHTHOUSES,
FIRST DISTRICT,
JUL 22 1930
FIRST DISTRICT
PORTLAND, MAINE.

Cape Elizabeth
(Station, Depot, or Vessel)

July 21, 1930

SUPERINTENDENT OF LIGHTHOUSES,
Portland, Maine.

Sir: I respectfully request permission to use electric current for these articles. Electric iron, radio, toaster and percolater.

Respectfully
Wm F. Dawes
2nd asst.

Assistant Keeper

IMPORTANT

Please give names of cities where prints were searched	Portland, Maine Chief of Police.

U. S. CIVIL SERVICE COMMISSION

FINGERPRINTS

OCT 29 1929
PORTLAND, MAINE.

CLASSIFICATION

1	W	\	I W	12	16	10
17	/	9 /	10? /	12 /	14 /	10 /

Forwarded to Secretary, 1st C S Dist., Customhouse, Boston, Mass. 10/10/29.

NAME William F Dawes
(Typewritten) (Give last name, then first name and middle name)

Position to which apptd. Additional Keeper

Department Commerce-- Lighthouse Service

1-R. Thumb	2-R. Forefinger	3-R. Middle finger	4-R. Ring finger	5-R. Little finger
	I	12	16	10

6-L. Thumb	7-L. Forefinger	8-L. Middle finger	9-L. Ring finger	10-L. Little finger
\	W	\	14	10
	10?	12		

Plain impression of the four fingers taken simultaneously
Left Hand

NOTE AMPUTATIONS HERE

L. Thumb	R. Thumb

Plain impression of the four fingers taken simultaneously
Right Hand

Applicant must fill blanks on back regarding places of residence and must give other information requested.

APPLICANT MUST FILL THE FOLLOWING

Signature W. F. Hanes
(Give first, middle, and last name)

Present address R. F. D. South Portland Me

Date of birth Sept 26 1881

Prints taken by W. F. Hanes

Title of examination Assistant Keeper

Average attained 88.2 Civil Service Dist. No. 1

Applicant must give below all places of residence during the past TEN years

From— (Month and year)	To— (Month and year)	Number and Street	City and State
Dec. 1918	July 1921	28 Harvard St.	Charlestown, Mass.
July 1921	April 1929		West Point, Maine

Applicant will NOT fill the following blanks

RECORD OF ARRESTS

Date of Arrest	Age	Charge	Court	Judge	Disposition
No Court record - Portland Me.					

6—6641

IMPORTANT

Please give names of cities where prints were searched	Portland, Maine Chief of Police.

U. S. CIVIL SERVICE COMMISSION

FINGERPRINTS

DEPT. OF LIGHTHOUSES,
FIRST DISTRICT
OCT 10 1929
PORTLAND, MAINE.

CLASSIFICATION

1	W	\	I W	12 \	16 \	10 \
17		/	10 /	12 /	14 /	10 /

Position to which apptd. Additional Keeper

NAME William F Dawes
(Typewritten) (Give last name, then first name and middle name)

Department Commerce- Lighthouse Service

1-R. Thumb	2-R. Forefinger	3-R. Middle finger	4-R. Ring finger	5-R. Little finger
	I	12	16	10

6-L. Thumb	7-L. Forefinger	8-L. Middle finger	9-L. Ring finger	10-L. Little finger
\	W	12	14	10

Plain impression of the four fingers taken simultaneously
Left Hand

NOTE AMPUTATIONS HERE

L. Thumb	R. Thumb

Plain impression of the four fingers taken simultaneously
Right Hand

Form 2390—Feb., 1929 Applicant must fill blanks on back regarding places of residence and must give other information requested. 6041

APPLICANT MUST FILL THE FOLLOWING

Signature W. F. Doane
(Give first, middle, and last name)

Present address R. F. D. South Portland Me

Date of birth Sept 26 1884 (1881)

Prints taken by [signature]

Title of examination Assistant Keeper

Average attained 88.2 Civil Service Dist. No. 1

Applicant must give below all places of residence during the past TEN years

From— (Month and year)	To— (Month and year)	Number and Street	City and State
Dec. 1918	July 1921	28 Harvard St.	Charlestown, Mass.
July 1921	April 1929		West Point, Maine

Applicant will NOT fill the following blanks

RECORD OF ARRESTS

Date of Arrest	Age	Charge	Court	Judge	Disposition
No court record. Portland, Me. [illegible]					

6—6641

Applicant must give below all places of residence during the past TEN years

From— (Month and year)	To— (Month and year)	Number and Street	City and State
Dec 19[illegible] Jan 1921		27 Harvard St	Charlestown, Mass
July 1921	April 1929		West Point Maine

Applicant will NOT fill the following blanks

RECORD OF ARRESTS

Date of Arrest	Age	Charge	Court	Judge	Disposition

Count clearly
Not used
Error made

6—6641

File No. .....
Exam. .....
Per Cent .....
Date .....

U. S. CIVIL SERVICE COMMISSION

FINGERPRINTS

SUPT. OF CUSTOMHOUSES,
JUN 19 1929
PORTLAND, MAINE.

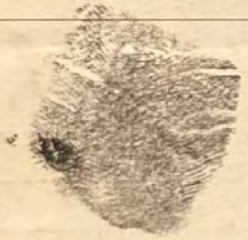
Mr. Geo. P. Hamlin. C. S. Serv
~~Mr. DeCarmo.~~ Bar Harbor. Maine

..... (Amputations)

.....

..... (Classification)

NAME William F. Dawes ADDRESS Portland, Maine.

1-R. Thumb	2-R. Forefinger	3-R. Middle finger	4-R. Ring finger	5-R. Little finger
				
6-L. Thumb	7-L. Forefinger	8-L. Middle finger	9-L. Ring finger	10-L. Little finger
				

Plain impression of the four fingers taken simultaneously

Left Hand



Plain impression of the four fingers taken simultaneously

Right Hand



U. S. GOVERNMENT PRINTING OFFICE: 1930 6—6641

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

CP

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)

Office of Superintendent of Lighthouses, Portland, Maine, September 16, 1929.
(Bureau or office) (Place and date)

To The Secretary of Commerce
(Head of department or establishment)
(Chief of Appointment Division)

The probationary period of the person named below expires at the close of business on September 14, 1929.

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

Name William F Dawes

Position 2nd Asst. Keeper

Salary $1140 per annum

Appropriation Sals., Kprs., etc.

Station Cape Elizabeth Lighthouse, Maine

Date of entrance on duty April 15, 1929

Remarks:

C. E. SHERMAN
Superintendent of Lighthouses
(Signature of immediate superior)

Submitted:

(Head of bureau or office)

GOVERNMENT PRINTING OFFICE 10—1732

CP

September 9, 1929

Commissioner of Lighthouses:

1. Referring to Department's Notice of Change in Salary, dated August 23, 1929, in the case of William F Dawes, Keeper, this district, whereby his salary was changed from $1320 to $1440 per annum:

2. The effective date of the above change is September 4, 1929.

SHERMAN
Superintendent

COPY TO W F Dawes, 2nd Asst. Keeper, Cape Elizabeth LH for his information.
(Through Keeper)

Form A-38

9/4/29

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

SUPT. OF LIGHTHOUSES
FIRST DISTRICT.
SEP 5 - 1929
PORTLAND, MAINE

August 23, 1929.

Mr. William F. Dawes,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective September 1, 1929, or upon entrance on duty (change of station and duties).

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: $1320 per annum.

To: $1140 per annum.

Service and grade:

Appropriation (unit): Field.

1
E

GOVERNMENT PRINTING OFFICE 11—9051

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

JCW:JJ

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, First DISTRICT.

Portland, Maine (City) August 21, 1929. (Date) 19

COMMISSIONER OF LIGHTHOUSES:

Action recommended, TRANSFER INVOLVING REDUCTION IN SALARY.

Name, William F. Dawes

Position, 2nd Asst Keeper.

Location, Cape Elizabeth Light Station, Me.

Effective, September 1, 1929.

Legal residence, Maine

Proposed salary, $1140. P.A.

Proposed range, ($1140-1440.)

Appropriation, Salaries of Keepers

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

Former position, 1st Asst. Keeper.

Location, Great Duck Island Light Station, Me.

Former salary, $1320. P.A.

Former range, ($1320-1620.)

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

Previous incumbent, Andrew H Kennedy

Services terminated, August 31, 1929.

Reason, Promotion and transfer.

Members of family in Government service,

Date of birth,

Remarks: Mr. Dawes' request for this transfer is herewith.

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

DIRECT

Secretary, Civil Service District.

C. H. SHERMAN,
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

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

11—2314

File No. .....
Exam. .....
Per Cent .....
Date .....

U. S. CIVIL SERVICE COMMISSION

FINGERPRINTS

SUPT. OF LIGHTHOUSES,
PORTLAND DISTRICT,
AUG 10 1929
PORTLAND, MAINE.

..... (Amputations)

.....

..... (Classification)

NAME William F. Dewes ADDRESS West Point, Maine

1-R. Thumb	2-R. Forefinger	3-R. Middle finger	4-R. Ring finger	5-R. Little finger
6-L. Thumb	**7-L. Forefinger**	**8-L. Middle finger**	**9-L. Ring finger**	**10-L. Little finger**

Plain impression of the four fingers taken simultaneously

Left Hand



Plain impression of the four fingers taken simultaneously

Right Hand



Form 2390—Dec., 1927 U. S. GOVERNMENT PRINTING OFFICE: 1928 6—6641

Applicant must give below all places of residence during the past TEN years

From— (Month and year)	To— (Month and year)	Number and Street	City and State
July 1921	April 1929	----------	West Point Maine
Dec. 1918	July 1921	28 Harvard St.	Charlestown, Mass.

Applicant will NOT fill the following blanks

RECORD OF ARRESTS

Date of Arrest	Age	Charge	Court	Judge	Disposition

6—6641

JCW:JJ

April 26, 1929.

Mr. E.L.Reynolds,
Secretary, First Civil Service District,
Boston, Mass.

Dear Mr. Reynolds:

I have your letter of 25th instant enclosing copy of letter to the Medical Officer, Public Health Service, re -fingerprints William F.Dawes, Additional Keeper:

The fingerprint outfit and your original letter to this office were mailed to me, evidently by error, but before making delivery, I would suggest that you consider leaving the outfit in my charge and canceling your letter to the Public Health Service for the following reasons:

1. The Medical Officer in Charge at Portland is located on the outskirts of the city, but the branch office (Where the poor fingerprints of Dawes were taken) is at the Custom House in the same building with Local Secretary De Garmo, who is very efficient.

2. The outfit, if left in my charge, could be used for emergency purposes, and as we have a very efficient head keeper at Great Duck Island where Dawes is located, I think he could take Dawes' fingerprints on the station if I sent him the outfit.

Pending your reply, I will hold the outfit and your letter to the Public Health Service here.

JAMES C. WOOLLEY,
Local Secretary.

ADDRESS:
THE SECRETARY
FIRST U. S. CIVIL SERVICE DISTRICT
CUSTOMHOUSE TOWER
BOSTON, MASSACHUSETTS

UNITED STATES CIVIL SERVICE COMMISSION

IN YOUR REPLY REFER TO
FILE ELR:mam
AND DATE OF THIS LETTER

FIRST UNITED STATES CIVIL SERVICE DISTRICT

COMPRISING CONNECTICUT, MAINE, MASSACHUSETTS, NEW HAMPSHIRE, RHODE ISLAND, AND VERMONT

OFFICE OF THE SECRETARY, BOSTON, MASSACHUSETTS

SUPT. of LIGHTHOUSES, FIRST DISTRICT, APR 26 1929 PORTLAND, MAINE.

April 25, 1929.

Supt.
1st Asst. Supt
Asst. Supt.
Chief Clerk
2nd Clerk
3rd Clerk
4th Clerk
Messenger

James C. Woolley, The Secretary,
Board of Civil Service Examiners,
Office of The Superintendent of Lighthouses,
Portland, Maine.

Dear Mr. Woolley:

I am in receipt of your letter of April 24th, enclosing service record card and fingerprints in the case of William F. Dawes, who entered on duty as Additional Keeper on April 15, 1929.

As you will note by the copy of the enclosed letter, I have written to the Medical Officer in Charge of the Public Health Service Marine Hospital at Portland, calling attention to the very poor fingerprints made in the case of Mr. Dawes and I am advising him that the prints will have to be re-taken by our Secretary at Bar Harbor, Maine, who has a fingerprint outfit and which place is a permanent fingerprint point. The name of the Secretary there is George D. Hardy.

When you can do so, will you make arrangements with Mr. Hardy to fingerprint Mr. Dawes?

Very truly yours,

E. L. Reynolds,
District Secretary.

enc.

Supt. D
1st Asst. Sup.
Asst. Supt.
Chief Clerk N
2nd Clerk
3rd Clerk
4th Clerk
Messenger

E. O. D. 15th

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. of LIGHTHOUSES,
FIRST DISTRICT,
APR 23 1929
PORTLAND, MAINE.

FIRST DISTRICT

Great Duck Island
(Station, Depot, or Vessel)

April 24, 1929

SUPERINTENDENT OF LIGHTHOUSES,
Portland, Maine.

Sir: Mr. Dawes arrived on station, April 20th. at 7.30 a. m.

R. W. Dawes
Keeper.

ADDRESS:
THE SECRETARY
FIRST U. S. CIVIL SERVICE DISTRICT
CUSTOMHOUSE TOWER
BOSTON, MASSACHUSETTS

UNITED STATES CIVIL SERVICE COMMISSION

FIRST UNITED STATES CIVIL SERVICE DISTRICT

COMPRISING CONNECTICUT, MAINE, MASSACHUSETTS, NEW HAMPSHIRE, RHODE ISLAND, AND VERMONT

OFFICE OF THE SECRETARY, BOSTON, MASSACHUSETTS

IN YOUR REPLY REFER TO
FILE ELR:mam
AND DATE OF THIS LETTER

April 25, 1929.

The Medical Officer in Charge,
U. S. Marine Hospital,
Portland, Maine.

Sir:

The enclosed fingerprints of William F. Dawes of West Point, Maine, have been forwarded to me by the Secretary of the Local Board of Civil Service Examiners in the Office of the Superintendent of Lighthouses, Portland, Maine. He advises me that arrangements have been made with Mr. Edmund A. DeGarmo, the Secretary of the Board of Civil Service Examiners at Portland, in the Customhouse Building, to fingerprint Mr. Dawes. The enclosed fingerprints are useless because they cannot be classified and, as a consequence, it will be necessary now to wait until Mr. Dawes can go to Bar Harbor, Maine, to the Secretary of the Board of Civil Service Examiners there, so that he may be fingerprinted. He has been assigned to duty as an Additional Keeper on Great Duck Island, Maine, for a year's duty and will not come ashore for some time.

I am enclosing a fingerprint outfit with instructions how to take fingerprints and also a sample fingerprint and a supply of Form 2390, fingerprint forms. If it is necessary for any of your officials to take fingerprints in the future, will you please have them be very careful and make good impressions? Also, on the Form 2390 give the date the fingerprint was taken and the examination or position in connection with which the proposed appointee is being fingerprinted.

I am enclosing letters of instructions to Local Boards of Civil Service Examiners about fingerprinting.

Very respectfully,

E. L. Reynolds,
District Secretary.

enc.

Supt.
1st Asst. Sup.
Asst. Supt.
Chief Clerk
2nd Clerk
3rd Clerk
4th Clerk
Messenger

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FIRST LIGHTHOUSES,
FIRST DISTRICT,
MAY 28 1929
PORTLAND, MAINE.

FIRST DISTRICT

Great Duck Island
(Station, Depot, or Vessel)

May 20th, 1929

SUPERINTENDENT OF LIGHTHOUSES,
Portland, Maine.

Sir: Mr. Daws, has completed thirty days as 1st. asst, on this station. I consider him capable, and very willing.

R W. Powers.
Keeper.

JCW:CP

May 3, 1929

Keeper, Great Duck Island Lighthouse, Maine.

1. Confirming telephone conversation of 1st instant;

2. Mr. William F Dawes, Additional Keeper, has been promoted to the position of 1st Assistant Keeper at your station at a salary of $1320 per annum, effective May 1, 1929, vice 1st Assistant Keeper Benson, promoted temporarily and transferred to Bear Island Lighthouse.

SHERMAN
Superintendent

Copy to William F Dawes, Great Duck Island LH, Me. for his information and files (Through Keeper)

Form 73a

REPORT OF TRANSFER OF APPOINTEE

JCW:CP

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES. First DISTRICT.

Portland, Maine, April 24, 1929. , 19

THE COMMISSIONER OF LIGHTHOUSES:

The following-named employee will be transferred as indicated, and will enter upon duty at his new station on May 1, 1929.

Name, William F Dawes

Position, 1st Asst. Keeper

From Additional Keeper, General Duty Range: $1320-$1620 p.a.

To Great Duck Island LH, Me. Range: $1320-$1620p.a.

Previous incumbent, Earle E Benson

Services terminated, April 30, 1929

Reason, Temporarily promoted & transferred

C. E. SHERMAN
Superintendent

Portland, Maine, May 3, 1929. , 19

The above-referred-to transfer became effective beginning with May 1, 1929.

SHERMAN
Superintendent

11—4598

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce for his information.

Acting Commissioner of Lighthouses.

JCW:CP
Enclosures

April 24, 1929

Secretary, 1st US Civil Service District,
15th Floor, Customhouse Tower,
Boston, Mass.

Dear Mr. Reynolds:

1. Enclosed is Service Record Card and Fingerprints in the case of William F Dawes, who entered on duty as Additional Keeper on April 15, 1929.

2. The Fingerprints are not satisfactory and were taken by a physician of the Public Health Service in spite of the fact that I marked the blanks for the attention of Secretary De Garmo. The Police Department is unable to properly classify them.

3. Dawes is now on station at Great Duck Island, Maine, for a year's duty and is not likely to come ashore except for short periods of annual leave. The nearest fingerprint station that I know of is at Bar Harbor, and unless you can suggest some better way to clear up the situation, I will arrange to have him come ashore to Northeast Harbor later on and go across the island to Bar Harbor, meanwhile arranging with the proper officer there to handle the matter for us. Will you kindly forward me the name and title of this person and whether or not he has a fingerprint outfit.

Respectfully,

JAMES C WOOLLEY
Secretary, Local Civil Service Board

COPY TO KEEPER, GRE AT DUCK ISLAND LH, ME. FOR STATION FILES. COPY TO WM. F. DAWES
GREAT DUCK ISL. FOR HIS PERSONAL FILES. ORIGINAL FOR OFFICE FILES.

Form 206 File No. 3

RECORD OF PHYSICAL EXAMINATION OF LIGHT KEEPER OR ASSISTANT LIGHT KEEPER

IN CONNECTION WITH MEDICAL RELIEF BY THE PUBLIC HEALTH SERVICE

CP Supt. 1st Asst. Supt. Asst. Supt. Chief Clerk 2nd Clerk 3rd Clerk 4th Clerk Messenger

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUP'T. of LIGHTHOUSES, FIRST DISTRICT, APR 10 1929 PORTLAND, MAINE.

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, First DISTRICT,

PLACE, Portland, Maine

DATE, April 9, 1929, 19

To the MEDICAL OFFICER IN CHARGE,
Dr. A.F.Stuart, U.S. Public Health Service,
Customhouse,
Portland, Maine.

SIR:

Please examine William F Dawes

nativity, American; age, 48; height, 5 feet, 8 inches;

weight, 148 pounds; color of hair, ---; color of eyes, ---

distinguishing marks,

as to eyesight, hearing, and physical condition.

When the examination has been completed the findings should be recorded on this blank and the blank returned to the applicant.

Respectfully,

C. E. SHERMAN
Superintendent of Lighthouses.

(Signature of applicant:) William F Dawes

(To be signed in the presence of the officer issuing this blank or witnessed by a designated employee of the Lighthouse Service.)

U. S. PUBLIC HEALTH SERVICE

PLACE, Portland Me

DATE, April 9, 1929

To SUPERINTENDENT OF LIGHTHOUSES.

SIR: This certifies that I have this day examined the eyesight, hearing, and physical condition of Wm F. Dawes, and find him physically ~~disqualified~~ qualified* in accordance with rules approved by the Secretary of the Treasury and the Secretary of Commerce, respecting the treatment by the Public Health Service of light keepers and assistant light keepers of the Lighthouse Service pursuant to the Act of Congress approved August 28, 1916.

He is disqualified for the reasons shown on page 3.

A. F. Stuart
Asst. Surgeon, U. S. Public Health Service.

* If qualified, strike out the word "disqualified" and the paragraph following.

11—5909

REPORT OF PHYSICAL EXAMINATION

U. S. PUBLIC HEALTH SERVICE

PLACE, Portland Me

DATE, April 9, 1909

Name of applicant, Wm P. Davis

Eyes: Color, Brown; exophthalmus, None

chronic inflammation, None; other abnormality, None

Eyelids: Ptosis, No; condition of conjunctiva on eversion, Normal

other conditions, Normal

Eyesight:

Vision of right eye, without glasses, 9 20/30; with glasses, ✓

Vision of left eye, without glasses, 20/20; with glasses,

Is applicant partially or wholly color-blind? None

If color-blind, state which color he confuses None

Were candidate's eyes tested with lantern, woolen skeins, or both? Skeins

Ears:

Abnormalities, None; shape, Normal

Position, Normal; condition of drums Normal

Evidence of mastoid disease, None

Hearing: (When testing hearing, the eyes and the opposite ear must be closed.)

Distance conversational speech can be heard: Right ear, 40 feet; left ear, 40 feet.

Distance whispered speech can be heard: Right ear, 20 feet; left ear, 20 feet.

Lungs: Normal

Heart: Normal

Defects noted which, in the opinion of the medical examiner, will not materially interfere with the discharge of the duties of light keeper or assistant light keeper: None

11—5099

Reasons for certification or disqualification: _____

PLACE FOR SEAL
OF THE
U. S. PUBLIC HEALTH
SERVICE.

(Signature of applicant:) William F. Lewis

(To be signed in the presence of the medical examiner.)

11—5999

CP
Enclosure

April 10, 1929

Mr. William F Dawes,
West Point, Maine.

Sir:

Herewith is US Civil Service Commission Form of Fingerprints:

Please fill in on reverse of form all places of residence during the past ten years, giving dates (month and year), Number and Street, City and State. Return to this office by first mail.

Respectfully,

For and in the absence of the Superintendent:

JAMES C WOOLLEY
Chief Clerk

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

I, William F Dawes

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

(SGD) WILLIAM F DAWES
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] ninth day of April, A. D. 1929.

(Affix official seal here)

[4] (Name) James C. Dooley

(Official title) CHIEF CLERK FIRST LIGHTHOUSE DISTRICT

My commission expires

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Additional Keeper	$1320 per annum	General Duty, 1st LH District
Former[5] New appointee		

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

CP

Office of Superintendent of Lighthouses, First District

Portland, Maine (Address), April 23, 1929. (Date)

The above-named appointee entered upon duty on April 15, 1929 (Date)

C. E. SHERMAN, Superintendent
(Signature, followed by title)

[1] Insert here "swear" or "affirm," as the case may be.
[2] Insert here "sworn to" or "affirmed," as the case may be.
[3] The oath may be taken any time on or after the effective date of appointment and prior to the payment of compensation, but no compensation shall be paid until the oath is executed in proper form.
[4] This oath should be taken before a justice of the peace, notary public, judge, clerk of a court, a chief clerk in the office of a superintendent of lighthouses or other employee in the Lighthouse Service designated by a chief clerk, or any other officer having authority to administer oaths, but never before a collector of customs or postmaster, as neither officer has power to administer oaths in such cases. In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk, except in the case of chief clerks in the offices of superintendent of lighthouses and other employees in the Lighthouse Service designated by them, who are not required to have a seal.
[5] Give this information in all cases where new oath is required.
Failure to fill out this oath properly will result in its return for correction.

GOVERNMENT PRINTING OFFICE 11—944

STANDARD FORM NO. 6
(Approved by the President March 28, 1924)

PERSONAL HISTORY

(Statement to be prepared by appointee in his own handwriting)

Bureau, division, or office BUREAU OF LIGHTHOUSES - LIGHTHOUSE SERVICE

1. Name in full William Franklin Dawes

2. Legal (voting) residence Maine (State and Congressional District) 3 Washington (County) West Point (City or town)

3. Where born? Maine (State or foreign country) Jonesport (City or town) When born? Sept. 26, 1881 (Month—Day—Year)

4. If foreign, state whether naturalized or alien ---

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

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
NONE Don't jibe; Med Off in Bagdad								

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 None √ Discharged

Organization

Enlisted Discharged

Organization

8. EDUCATION (Circle number of years)

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 None

10. Name, relationship, and address of person to be notified in case of emergency:

Mrs. F. F. Dawes (Name) Wife (Relationship)

West Point, Maine (Post office address)

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

(SGD) WILLIAM F DAWES
(Name as usually written and which will be used as official signature)

April 9 (Date) Present address West Point, Maine

10—1659 GOVERNMENT PRINTING OFFICE

I acknowledge receipt of a copy of Department Circular No. 253 (second edition), of September 22, 1914, relating to political activity of officeholders, and fully understand its purport.

SUPT. of LIGHTHOUSES,
FIRST DISTRICT,
APR 9 1929
PORTLAND, MAINE.

William F Lamee
(Name.)

Additional Keeper
(Position.)

Lighthouse Service
(Bureau, Office, or Service.)

Date, ----------

(This acknowledgment should be forwarded to, and filed in, the bureau or office to which appointee is assigned.)

Form A-30

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

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

DIST. of LIGHTHOUSES.
FIRST DISTRICT.
APR 6 1929
LIGHTHOUSES
PORTLAND, MAINE

1929 APR 3 PM 2 41

March 26, 1929.

Mr. William F. Dawes,

Through the Commissioner of Lighthouses.

Sir:

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

Keeper (additional)

in the Lighthouse Service

at a salary of Thirteen Hundred and Twenty dollars per annum

effective April 6, 1929, or as soon thereafter as you enter on duty.

Nature of appointment: Probationary.

Civil Service authority: Secretary, First Civil Service District.

Classification allocation:

By direction of the Secretary:

Respectfully,

EDW. J. GERRARD

Chief of Appointment Division.

C

GOVERNMENT PRINTING OFFICE

Appropriation (unit): Field.

Vice: Earle E. Benson.

Legal Residence: Maine.

11-8657