MAY 17 2023 AM10:05

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

Date: 5/16/2023

REQUESTER INFORMATION

Name (Please Print – Last, First, Middle)	Researcher ID Card Number
Anderson, Kraig, L.	23-003
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
Elliot, Charles N.		1871 KY

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:

State of Residence (upon entry into service): CA

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

Researcher Signature: Kraig Anderson

CIVILIAN SERVICE

(Agency & Location)		
Lighthouse Service	From: 1935	To: 1944
(Agency & Location)	From:	To:
(Agency & Location)	From:	To:

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

This Space Intentionally Left Blank

STAFF USE ONLY

Appointment Time and Date:

Additional Researchers: ☐ Yes ☐ No

CMRS Service Request Number: 2-280 589 495 71

Attendant Signature:

CMRS Search Request Number(s):

Remarks:

MAY 31 PM12:41

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

Employee Name: Elliott Charles N **DOB:** 1871
1935-45 1957

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: _____

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION

Charles H. Elliot (Name) — Oregon (Legal Residence)

STATUS

DESIGNATION	ACTION	SALARY	BUREAU–SERVICE–STATION	DATE OF EFFECT
Asst Keeper	Trans	900	LH-Tongue Pt L H Depot Ore	Oct 21, 1915
Foreman	"	1500	" 16th Dist Ketchikan, Alas	Mar 6, 1918
Asst Supt	Prom	1800	" " Alaska	Aug 22, 1918
"	Incr	1920	" " "	June 30, 1919
"	"	2040	" " "	Sept 10, 1919
"	"	2280	" " "	July 1, 1920
1st Asst Supt	"	2500	" " "	Oct 8, 1920
"	Read of Pay	3000	" " "	July 1, 1924
"	INCREASE IN COMPENSATION	3100	" " "	Jan 1, 1926
"	INCREASE IN COMPENSATION	3200	" " "	July 1, 1926
Assoc. L.H. Engr.	Chge. Desig.	3200	" " "	Jan. 1, 1927
" "	INCREASE IN COMPENSATION	3300	" " "	JAN 1 1928
" "	COMPENSATION Act. May 28, 1928	3400	" " "	JUL 1 1928
Light House Engr (Asst Supt)	Prom	3800	L.H., Dist Office, Supt, 19th L.H. Dist	Jan 1, 1930
"	COMPENSATION Act. July 3, 1930	4000	" "	JUL 3 1930
Keeper	Demotion & Chge Desig	1740	" Alki Point L.S. 19th Dist	6-29-35

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION

Charles N. Elliot (Name) — Oregon (Legal Residence)

STATUS

DESIGNATION	ACTION	SALARY	BUREAU—SERVICE—STATION	DATE OF EFFECT
Asst Keeper	Trans	900	LH-Tongue Pt LH Depot Ore	Oct 21, 1915
Foreman	"	1500	" 16th Dist Ketchikan Alas	Mar 6, 1918
Asst Supt	Prom	1800	" " Alaska	Aug 22, 1918
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"	Read of Pay	3000	" " "	July 1, 1924
"	INCREASE IN COMPENSATION	3100	" " "	Jan 1, 192
"	INCREASE IN COMPENSATION	3200	" " "	July 1, 192
Assoc. L.H. Engr.	Chge. Desig.	3200	" " "	Jan. 1, 193
" "	INCREASE IN COMPENSATION	3300	" " "	JAN 1 1928
" "	COMPENSATION Act. May 28, 1928.	3400	" " "	JUL 1 1928
Light House Engr (Asst Supt)	Prom	3800	L.H. Insp. 19th Dist, Dec. 19th Dist	Jan 1, 19
"	COMPENSATION Act. July 3, 1930	4000	" "	JUL 3 1930
Keeper	Demotion & Chge desig	1740	" Alki Point LS	6-29-35

Standard Form No. 8
(Approved by the President, May 22, 1925)

Dept

DEPARTMENT OF COMMERCE
JUL 30 1935
APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE
JUL 29 2:50
CHIEF CLERK

5

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes of the United States

COMMERCE
(Department or Establishment)

17th Lighthouse District
(Bureau or Office)

I, CHARLES N. ELLIOTT, do
(Name in full, printed or typed)

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

Charles N. Elliot
(Signature of Appointee)

Subscribed and sworn to before me this 29th day of July, A.D. 1935

at Seattle, Wash.
(City or place) (State)

[SEAL]

RECEIVED
OFFICE OF PERSONNEL JOURNALS
Date 8-31-35

J. B. Henderson
Notary Public

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

March 26, 1939

CARDED

Position to which appointed Keeper, Alki Point Light Station

Date of entrance on duty June 29, 1935.

U.S. GOVERNMENT PRINTING OFFICE: 1934 10—1089

Office of the Superintendent, 17th Dist.
Portland, Ore., July 23, 1935

Forwarded to Commissioner of Lighthouses:
Washington, D. C.

For and in absence of the Superintendent
E. C. Merrill
Assistant Superintendent

Form A-30

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

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 29, 1935.

Mr. Charles H. Elliot,

Through the Commissioner of Lighthouses.

Sir:

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

Keeper

in the Lighthouse Service

at a salary of Seventeen Hundred and Forty dollars per annum

effective upon entrance on duty.

Nature of appointment: Change from Lighthouse Engineer (Assistant Superintendent) at $4000 per annum.

Civil Service authority:

Classification allocation:

APPOINTMENT DIVISION
ENTERED ON JOURNAL
JUL 1 8 1935
SHEET NO. 1296
DEPARTMENT OF COMMERCE

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER JUL -2 1935

Chief of Appointment Division.

17
B

CARDED

Appropriation (unit): Field.

Vice: William Auld.

Legal residence: Oregon.

U. S. GOVERNMENT PRINTING OFFICE: 1933

11—8657

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

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

E.J. Procured with this change MK

June 17, 1935

DEPARTMENT OF COMMERCE
1935 JUN 17 PM 4 36

DEPARTMENT OF COMMERCE
JUN 29 1935
CHIEF APPOINTMENT DIVISION

Secretary of Commerce:

~~Attention of Assistant Secretary Mitchell.~~

With reference to the specific points named in the memorandum of May 20, 1935, regarding the case of Charles N. Elliot, further data and comment are supplied as follows:

1. Names and present assignments of Superintendents under whom Mr. Elliot served in the 16th district: Superintendent W. C. Dibrell, Ketchikan, Alaska. Mr. Dibrell has been superintendent in the 16th district since 1913. However, Mr. Ralph R. Tinkham, now superintendent of the 17th district (Oregon and Washington) was assistant superintendent during a portion of this period and as Mr. Elliot served for a time directly under Mr. Tinkham, a report has been requested from Superintendent Tinkham and is appended hereto. Later Mr. Tinkham became superintendent of the 19th district (Hawaii) and Mr. Edgecomb served under him there as assistant superintendent. (Note: For a clear understanding of the statements following it is to be stated that the officer in charge of district was designated "Inspector" prior to Act of June 20, 1918 and his first assistant in technical and administrative matters was designated "Superintendent", junior technical officers being known as assistant superintendents. Since that date the officer in charge has been designated superintendent and his principal assistant has been designated assistant superintendent).

When the position of assistant superintendent (which was the second technical assistant to the officer in charge of district) in the 16th district, became vacant in 1918, there was no employee having a qualified engineering status available for transfer, (war time conditions imposing serious difficulties in civil administration at that time) and Mr. Elliot who was then assistant depot keeper in the 17th district was suggested to the Bureau by the then superintendent of that district (since retired) because of previous satisfactory service as temporary concrete foreman and inspector of construction at the Tongue Point Lighthouse Depot. The pay of the vacant position was $1800 but because of lack of proper civil service status for the position, Mr. Elliot was transferred as foreman at $1500. Later he obtained necessary status by noncompetitive examination and was appointed as "assistant superintendent" at $1800.

When a vacancy occurred in the position of first assistant superintendent, 16th district in April, 1920, Mr. Elliot made application for promotion thereto, but the Superintendent did not recommend him, and the position was left vacant for the time being, upon the Superintendent's recommendation, pending the availability of another and better qualified

employee. In October, 1920, however, no better qualified candidate having been found for the position, Mr. Elliot was promoted to first assistant superintendent, and retained that position up to the date of his transfer to the 19th district in January, 1930, upon his own application.

In March,1926, Mr. Elliot made application for transfer to the 17th district as second assistant superintendent, but the superintendent of that district (Robert Warrack, now retired) stated that he considered Mr. Elliot too old and preferred a man with more mechanical and electrical experience.

During Mr. Elliot's service in the 16th district the Bureau was aware of the fact that his services were not entirely satisfactory to the superintendent, and it is understood that Mr. Elliot was aware of the Superintendent's opinion in this respect. It was desired, however, to give Mr. Elliot every reasonable opportunity for improvement rather than place the matter formally on his record. Furthermore, it was found difficult to get applications for transfer to the 16th or 19th districts from fully qualified and experienced employees on account of the remoteness of these districts. For this reason Department approval of Mr. Elliot's application for transfer to the 19th district was recommended by the Bureau, the 19th district being a much smaller district than the 16th.

As further evidence that the 16th Superintendent has not kept the Bureau in ignorance of the deficiencies in Mr. Elliot's qualifications, there is appended hereto a report to the Commissioner dated May 25, 1935, made by Superintendent F. P. Dillon, now in charge of the 11th district, and based on the records made by him in 1928, in his capacity as Superintendent on General Duty, when he made examination of the 16th district,especially along technical lines. Moreover the 16th Superintendent has recommended to the Bureau that provision be made for a percentage pay differential to apply to Alaskan duty in order to overcome the difficulty in obtaining and retaining efficient help in technical and administrative lines.

2. Copies of all efficiency ratings on Mr. Elliot during his service as assistant superintendent in both the 16th and 19th districts: The only formal efficiency ratings on Mr. Elliot are those for June 30 and December 31, 1934; these gave Mr. Elliot 75/100 for quantity of work, average for quality and average for interest manifested in work. These ratings are made only in the case of persons whose efficiency is considered below the standard required by the Service.

3. Copies of all letters and office memoranda concerning Mr.Elliot's services: All letters and memoranda regarding Mr. Elliot, other than certain correspondence in the Department's files, are contained in his Bureau folder, which is herewith.

4. Review, from a technical standpoint, of Mr. Elliot's memorandum dated March 15, 1935, and attachments thereto: The references made in Mr. Elliot's letter of March 15, to charges of lack of technical capacity con-

cern the design of three reinforced concrete towers and four model dwellings which he states were made by him, and the conduct of public works projects which he states were kept current except where delayed by causes outside his control. From the Bureau's records it appears that in the period during which Mr. Elliot has been assigned to the 19th lighthouse district, five projects which could be considered of major importance have been carried out; three of these were concrete towers of similar design erected at Nawiliwili Harbor, Kauhola Point and Barbers Point, respectively. The fourth was a skeleton steel tower at Cape Kumukahi, and the fifth was a roadway at Makapuu Point. While these projects were satisfactorily designed and executed, it is not possible to state from the Bureau's records to what extent actual design was by Assistant Superintendent Elliot. It is of record however that the 72 foot concrete tower had been estimated and recommended by the Superintendent many years before Elliot's arrival in the district and presumably the plans were largely developed at that time as would be indicated by Superintendent Edgecomb's statements referred to below.

It may be stated that superintendents find it necessary, because of press of other duties, and should and do as a general rule find it possible to place complete reliance in the assistant superintendent as to the details of such designs. This was apparently not possible in Mr. Elliot's case as indicated in the attached exhibit "C" which accompanied the Superintendent's letter of June 30, 1934. There appears to be no reason to question the Superintendent's statements in his memorandum, since Elliot's background of previous experience in other districts shows that he had little experience in actual design, his work in the 16th district consisting in most part of the execution of designs planned in considerable detail by his predecessor who was a competent engineer.

Problems of design such as involved in these towers and in a roadway layout present little difficulty to an engineer with adequate background of experience and training. For those lacking in this respect but otherwise mentally alert and studious, the engineering handbooks provide simple examples and fully developed formulae which enable the work to be planned consistent with safe practice. Since Mr. Elliot was apparently unable to apply the available information without much assistance, his services would naturally be of little value to the superintendent on such projects, particularly in the absence of initiative and determination to overcome his handicap in this regard. As has been cited elsewhere, the 19th district is not so extensive as many of the other lighthouse district of the United States. It is therefore impracticable from reasons of economy to employ in the 19th district technical personnel who are proficient in only one type of engineering activity. Due to the varied nature of the work of the Lighthouse Service it is imperative that the technical assistants of the superintendent shall have a working knowledge of practically all phases of engineering. Because of the rugged isolated locations of much of the work of the 19th district it is equally imperative that the field assistants shall be active and resourceful. The facts appear to indicate that Mr. Elliot does not, at least at present, measure up to these qualifications. His record, moreover, shows no educational training beyond high school, and such practical experience as he has gained in building design and construction does not appear to have extended into the field of engineering

computations or electrical and mechanical engineering.

The deficiencies in engineering resourcefulness and ability referred to would quite naturally have the effect of delaying the public works program placed in his charge even presupposing the exertion of due initiative on his part which appears to have been lacking. While it is difficult to state how much faster the work might have progressed in other hands, it is true that the amount of public work involved in this small district was only a fraction of that in many of the other districts and presented no problems of an engineering nature that should have caused delay or difficulty.

5. Further recommendation for possible solution of the personnel problem presented, without drastic demotion of Mr. Elliot in rank or pay: As stated in letter to Department dated March 30, 1935, making recommendation in this case, the Bureau is of the opinion that it is necessary for the good of the Service that Mr. Elliot be not continued in the 19th district in the capacity of assistant superintendent. In view of Mr. Elliot's long service the Bureau has had in mind recommending him for a position of foreman or other similar technical position when a vacancy occurred in a mainland district. The salary of foreman in mainland districts ordinarily ranges from about $150 to $225 a month, depending on character of work, efficiency, etc. Pending such a vacancy the Bureau is of the opinion that Mr. Elliot's assignment as keeper at Alki Point light station as recommended in letter of March 30, 1934, would be preferable to a furlough. For the information of the Department there are attached hereto (1) chart showing location of Alki Point Light Station, in the city of Seattle, and (2), (3) photographs showing the keepers' dwellings at that station. However, the Bureau would have no objection to any other reasonable solution of this case which may be considered equitable and practicable by the Department, other than a continuation of Mr. Elliot in the position of assistant superintendent for which he is not believed to be qualified.

The Bureau concurs in the Department's view regarding the superintendent's official communications to Mr. Elliot in this case. It is considered, however, that the superintendent's methods in handling this case were due, partly at least, to over-zealousness on his part and to lack of sufficient experience in handling matters of this kind. It is, however, pointed out that the difficulties facing Superintendent Edgecomb in handling this case were considerable, in that Mr. Elliot is an employee of considerable length of service and in point of age considerably senior to himself. He could not therefore be precipitate in a determination that Mr. Elliot ought not to continue to hold the position of assistant superintendent, nor take official action until sufficient experience had been had to constitute in his judgment a fully adequate basis therefor. This course was natural in view of the fact that Mr. Elliot was his immediate successor as assistant superintendent; but it is now seen that the period of trial given Mr. Elliot was too long, with strict regard to the interest of the Service.

In further and more general reference to memorandum of May 20, it may be pointed out that although the records of the Appointment Division contain nothing derogatory to Mr. Elliot, Mr. Dibrell has not at all been disposed to conceal from the Bureau his opinion as to Mr. Elliot's competency, he having declined to recommend him for promotion to position of

first assistant superintendent in 1920. But having been unable to secure the services of a more competent assistant, he made the best of a difficult situation, carrying a large part of the load himself during a period of ten years, and making to the Bureau recommendation for a pay differential for Alaskan duty which would permanently alleviate such difficulty. During these 10 years moreover Mr. Elliot appears to have reached the height of his usefulness through long routine experience in a single job.

His transfer to the 19th district moreover appears to have occurred at a time of life when he was past the age of ready adaptability to new conditions and requirements, and when his mental and physical activities had begun to decline. The Bureau offers no brief for the somewhat intemperate language used by Superintendent Edgecomb in some of the correspondence in this case nor for the tendency to exaggerate some trifling matters, and he has already been informally cautioned in these respects, but is is persuaded that the 19th district is being well and conscientiously administered and that the present inefficiency of Mr. Elliot is more an accumulation of very many minor deficiencies than of a few grave ones, and that such inefficiency at present tends to increase.

Before submitting its recommendation of March 30, 1935, in the case of Mr. Elliot, the Bureau had fully canvassed the field of possible vacancies to which Mr. Elliot might be transferred with especial reference to positions of architectural engineering or similar nature, but no suitable opening has so far appeared. And as in the meantime Mr. Elliot was in Seattle on leave where he has a daughter living, and in the same district in which originally appointed to the Lighthouse Service, the Superintendent of the 17th district was instructed to hold open the impending vacancy as keeper of Alki Point Light Station which, all existing circumstances being considered, appeared to be the most suitable place for Mr. Elliot pending the occurrence of some engineering position not above the grade from which he was promoted in 1920, due to the exigency then existing.

While not previously given consideration by the Bureau in connection with its original recommendation in this case, it is believed that the general situation is influenced by the evidence in papers herewith regarding the habitual borrowing from subordinates to which Mr. Elliot appears to be addicted. Such practice is clearly not compatible with retention in a position of administrative responsibility.

The papers attached to Assistant Secretary Mitchell's memorandum of May 20 to the Commissioner are returned herewith.

H. D. King

Acting Commissioner of Lighthouses.

TF-EK
Inclosures.

(COPY)

(1)

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Office of Supt.,19th Dist.
Honolulu,Hawaii.
June 30, 1934.

Commissioner of Lighthouses:

1. In connection with the Efficiency Report of June 30, 1934, Form 106, the following is submitted in the case of Mr. Charles Nathan Elliot.

2. Mr. Elliot entered the Lighthouse Service in September, 1913, as a concrete foreman in the 17th lighthouse district. On September 21, 1915, he was transferred to Assistant Keeper of the Tongue Point Depot at $900.00 per annum, also in the 17th lighthouse district. In February, 1918, he was transferred and promoted to the position of foreman at $1500.00 per annum in the 16th Lighthouse District, being promoted to the position of Assist- and Superintendent at $1800.00 per annum on August 22, 1918. Mr. Elliot served in the 16th District as Assistant Superintendent and First Assist- and Superintendent from August 22, 1918, until December 31, 1929.

3. On January 1, 1930, Mr. Elliot was transferred to the 19th Light-house District, Honolulu, T. H., as a Lighthouse Engineer (Assistant Superintendent) at $3800.00 per annum and arrived in Honolulu on January 24, 1930. On July 3, 1930, pay was increased to $4000.00 per annum. It will be noted that all increases in pay since January 1, 1928, have been automatic and not recommended increases.

Since January, 1930, Mr. Elliot has been employed in the 19th District in Honolulu, T. H.

5. Mr. Elliot's services are now found to be unsatisfactory because of indolence, lack of initiative, as well as inefficiency as Assistant Superintendent. By temperament, ability, and training, he is considered best fitted for an individual and not an executive and administrative technical position. Due to his limited knowledge in modern design in mechanical, electrical and civil engineering, also naval architecture and ship work and field and typographical survey and hydrographic survey, his services can not be efficiently utilized in this District, where 109 of 117 lighted aids are now automatic and where active and aggressive service is required at all times.

6. It is increasingly apparent that due to advancing years (62), Mr. Elliot has settled down at his desk to office routine of a secondary nature and is not actively prosecuting his engineering, construction, and field projects, nor has he evidently sufficiently firm control over the direction of the field and shop force. As an Assistant Superintendentat $4000.00 per annum, occupying the key and strategic position in the District, his services are unsatisfactory in that his indifference is reflected throughout the entire organization.

7. Indolence and lack of initiative would be actually detrimental in a temperate climate, but it is fatal to an efficient administration in this enervating tropical climate.

8. Because of his advanced years, combined with the inertia of the climate, it is felt that his services would not improve locally but might improve by transfer to a more invigorating clime. It is therefore recommended that Mr. Elliot be transferred to a mainland district within the Lighthouse Service, not only for his own good and for the good of the Service, but especially for the morale of the 19th district.

9. It is suggested that consideration be given to his transfer to a larger district where his architectural experience and ability could be utilized and where specification writing and desk work could be found for full time service, which is not the case in the 19th district where the developments are highly mechanized and the work spread out over 16 islands, 6 of which are uninhabited and where all landings on the windward side of the islands are more difficult, for example, than that of the Anacapa Light Station in California.

(Signed) F. A. Edgecomb,
Superintendent of Lighthouses.

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

(COPY)

(2)

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

July 19, 1934.

Superintendent of Lighthouses, Honolulu, Hawaii:

Report in case of Asst.Supt.Elliot with efficiency rating and recommendation.

1. Referring to your letter of June 30, 1934, forwarding efficiency rating (Form 106) for Assistant Superintendent Elliot for the period ending June 30, 1934, and stating that Mr. Elliot's services cannot be efficiently utilized as Assistant Superintendent in the 19th district, because of indolence, age, lack of initiative, etc., with recommendation for his transfer to a mainland district; also your separate letter of same date with an alternative recommendation for the transfer and demotion of Mr. Elliot to the position of Associate Lighthouse Engineer in the 19th or some other district.

2. The Bureau has given careful consideration to Mr. Elliot's case and to your letters and the accompanying memoranda. There is no vacancy at present in any mainland district to which Mr. Elliot could be transferred; and in view of his length of service the Bureau desires to give him another opportunity to show that he is capable of performing satisfactorily the duties of Assistant Superintendent.

3. Unless an emergency should arise requiring prior action the Bureau therefore does not desire to take further action in the case of Mr. Elliot during the present calendar year (other than to advise him of its views in the matter as per the accompanying letter addressed to him).

4. You are requested to observe Mr. Elliot's work and attitude to the Service during the remainder of the present calendar year, giving him every reasonable and practicable opportunity to show satisfactory improvement in the discharge of the duties of Assistant Superintendent; and to advise the Bureau with further efficiency report and recommendation as of December 31, 1934. Your recommendation should give consideration to the suitability of Mr. Elliot for other duties in the 19th district, in case his services as Assistant Superintendent are still unsatisfactory, and in case there should be no suitable vacancy in other districts for the use of his services.

5. Please acknowledge receipt of this letter.

(Signed) G. R. Putnam
Commissioner of Lighthouses.

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

(COPY)

(2)

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

July 19, 1934.

Superintendent of Lighthouses, Honolulu, Hawaii:

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4. You are requested to observe Mr. Elliot's work and attitude to the Service during the remainder of the present calendar year, giving him every reasonable and practicable opportunity to show satisfactory improvement in the discharge of the duties of Assistant Superintendent; and to advise the Bureau with further efficiency report and recommendation as of December 31, 1934. Your recommendation should give consideration to the suitability of Mr. Elliot for other duties in the 19th district, in case his services as Assistant Superintendent are still unsatisfactory, and in case there should be no suitable vacancy in other districts for the use of his services.

5. Please acknowledge receipt of this letter.

(Signed) G. R. Putnam
Commissioner of Lighthouses.

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

(COPY)

(3)

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

July 19, 1934.

Mr. C. N. Elliot, Assistant Superintendent
19th Lighthouse District.
(Through Superintendent of Lighthouses, Honolulu, Hawaii)

1. The Bureau has received from the Superintendent efficiency rating (Form 106) in your case, showing an efficiency of 75/100 for quantity of work and a rating of "average" for quality and interest manifested in work; and stating that because of indolence, lack of initiative, etc., your services as Assistant Superintendent cannot be efficiently utilized, with recommendation for your transfer to another district or your transfer and demotion in the 19th district.

2. The Bureau considers conditions in the 19th district pertaining to the work of the Assistant Superintendent as requiring prompt improvement, but in view of your length of service it is desired to give you every reasonable opportunity for showing that you can satisfactorily discharge such duties before further action in your case is taken. The Superintendent therefore has been requested to submit further report and recommendation in your case, with another efficiency rating, as of December 31, 1934, at which time the Bureau will give further consideration to the case. While the Bureau hopes that your work in the meantime will show satisfactory improvement, it desires to adviseyou that continued inefficiency must result in serious action being taken in the interest of the Service.

(Signed) G. R. Putnam
Commissioner of Lighthouses.

(4)

February 4, 1935.

Commissioner of Lighthouses:

In connection with the efficiency report of January 28, 1935, Form 106, the following is submitted in the case of Mr. Charles Nathan Elliot: Due consideration has been given the Bureau's desire in this matter, as requested in the Bureau's letter of July 19, 1934, and the Assistant Superintendent has been given the most courteous treatment and fair opportunity to demonstrate his ability during the six month's period - June to December 1934.

It is noted that some improvement was shown in the matter of attention to duties, such as more regular consideration of office hours and more diligent attention to routine reports, and the strictly desk duties of his position.

The facts remain, however, that insofar as engineering ability, executive capacity in planning and executing construction work, the results have been most trivial, as shown by monthly reports of work accomplished both under General Expenses and PWA schedules.

Moreover, the Assistant Superintendent has not only been found lacking in initiative but actually derelict in the maintenance and upkeep of the automatic aids to navigation in the 19th District. This has been due to carelessness, and oversight, and failure to carry out promptly and efficiently the exacting requirements involved in the efficient relighting of casualties to aids, and involving the dispatch of district mechanics, etc.

It is therefore again recommended that Assistant Superintendent Elliot be transferred to any engineering position, or other position available, for the good of the Service, and particularly for the administration of the Technical Division of the 19th Lighthouse District. In this connection, see Superintendent's letter of June 30, 1934, on this subject.

F. A. Edgecomb

F. A. EDGECOMB,
Superintendent of Lighthouses.

FAE:ALC
Encl.

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

(COPY)EK

5

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

February 6, 1935

Mr. C. N. Elliot, Assistant Superintendent,
19th Lighthouse District,
(Through Supt. of Lighthouses, Honolulu, Hawaii)

There is inclosed copy of your efficiency rating for the period ending December 31, 1934. There is also inclosed copy of report, dated February 4, 1934, by the Superintendent relating to this matter. Attention is invited to Bureau's letter of July 19, 1934.

Any statement that you may have to make should be forwarded through the Superintendent promptly after receipt of this letter.

(Signed) G. R. Putnam
Commissioner of Lighthouses.

WPH-EK

(b)

Seattle, Wash. March 15, 1935.

Commissioner of Lighthouses:
(Through the Superintendent, 19th District)

1. Referring to the Commissioner's telegram of March 14th, 1935, relative to the letter which I stated in my communication of Feb/ 23, 1935 would be mailed upon myarrival in San Francisco, I beg to inform you that the care of my wife during the trip left me no time to prepare a suitable letter. Both my wife and myself contracted a severe case of ptomaine poisoning aboard ship, necessitating in her case the services of two physicians. Since our arrival in San Francisco, our immediate rain trip to Seattle and her confinement in a hospital here, I have been in constant attendance upon her. At the hospital she has been under the care of two specialists, but was able to be moved to our daughter's home today. The worry incident to her condition and to my own office troubles has made the preparation of a statement of facts too onerous a task even could I have found the time to devote to it.

In view of the above, I trust that you will forgive my apparent neglect. Be sure that the writing of this letter has been constantly in my mind and only the fear that I could not properly place my case before you has deterred me until I could feel that my wife was out of immediate danger. Her condition has been greatly aggravated, so the best physicians in Honolulu stated, by worry, which is due principally to the persecution to which I have been subjected and the fear that through it we might lose our home and means of livelihood.

2. In connection with the Superintendent's efficiency report for the Asst. Superintendent, of Jan. 28, 1935 and his letter to the Commissioner of Feb. 4, 1935 - exceptions are taken to both.

The "Efficiency Rating" is made by a man who has had about the same length of service as the subject of the "rating", but whose service has all been in one district. I have served in three districts and my services, so far as I am aware, have been satisfactory until this presenr. If the records of the 19th District are consulted, it will become evident that the ratings for "Quantity - Quality and Interest" as given do not truthfully reflect the facts. Also, if anyone in the 19th District is "fully earning salary", the Asst. Superintendent just as fully earned his. To make his ratings consistent with his

charges of lack of iniative,carelessness,inefficiency,lack of executive capacity in pdanning and executing construction work,etc.,they should be considerably lower than he has been pleased to guess them, or rather than he has dared to give them without appearingutterly rediculous.

The Superintendent's letter of Feb.4,'35,referring to above rating contains much of innuendo and misleading statements. An example of the "courteous treatment" given me may be found in the Superintendent's memorandum of June 26,1934,marked "No.1",herewith. Such language as here used,entirely unwarranted,to one who never used a discourteous word to its writer,who never once,in spite of nagging criticism,entered into argument or quarrel with him,indicates,I think,the caliber of this executive and administrativr officer.

The second paragraph of this letter,by innuendo,infers that I had not given consideration of office hours nor diligent attention to routine reports. This is the first time I have heard this criticism and I wish to state that it is utterly without foundation in fact.

With regard to the third paragraph,The Commissioner is respectfully requested to refer to my memorandum to the Superintendent of June 5,1934.

The fact thatthree 72-foot reinforced concrete towers and four model dwellings were designed and specified entirely by the Asst. Superintendent,besides numerous other works carried through to completion under his direction would appear less"trivial" than the Superintendent seems to consider them.

Furthermore,all the special works under NIRA were completed or contracted for before the first of this year,with the exception of the Port Allen project which is contingent upon completion of dredging by the U.S.Engineers,and the road at Makapuu Point Light Station, which was held up for two years waiting for the Superintendent to effect an exchange of property,also the telephone pole line to Kalae Light Station,specifications for which I prepared a year before the Superintendent obtained the necessary permit to construct it,which might easily have been accomplished withina much shorter time. These instances are cited not as a criticism of the Superintendent but to show thatit was not wholly lack of iniative on myx part only that these and some other jobs were not completed as promptly as was desirable.

Thw 19th district office files will prove the unfairness,to put it mildly,of the fourth paragraph of the Superintendent's letter relative to the maintenance and upkeep of automatic aids to navigation. Reference to the many workorders issued by me to the district mechanics covering relighting,repairing and rebuilding damaged aids will establish the facts.

3. I will not believe that the Commissioner will take the unsupported word of the Superintendent against one with over twenty years of unblemished service to his credit,as a basis to demote a Civil Service employee of the Government from a high grade which he has occupied for so many years to a greatly lower and more poorly paid grade,and it is only the Superintendent's unsupported statements which havethus far come to your attention.

The Examiner talked with me but a short time just as I was leaving on an inspection trip to the Island of Hawaii on May 17,1934, and then only to revies with me the Superintendent's memo of May 16, 1934.

The Deputy Commissioner talked with me for about onehalf hour on the day he left the district.Obviously there was no time for the thorough investigation which the serious nature of the Superintendent's charges required,when it involved the ruin of a man's life work.

The Superintendent had hours with eash of these officials in which to fill their ears with his complaints in that plausible,persuasive way of which has so ready a command. He has also had the opportunity of presenting his charges direct to the Bureau in person, whereas this is my first opportunity of putting the Bureau,through the Commissioner,in possession of the facts favorable to myself.

I respectfully ask that the Commissioner himself give this his personal consideration and that he carefully read theenclosures,which cast considerable light upon the animus behind this unfortunate controversy on the part of the Superintendent and upona few of the facts which may be marshalled in my favor.

4. In order tosave time,this communication is forwarded direct to the Commissioner and a copy mailed to the Superintendent in Honolulu this date. I trust that in the circumstances this will meet the Commissioner's approval.

Respectfully submitted,

Charles N. Elliot

Charles N.Elliot
Assistant Superintendent

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
HONOLULU, HAWAII

TMENT OF COMMERCE
LIGHTHOUSE SERVICE

No. 1

FAE:RW

OFFICE OF SUPERINTENDENT, 19TH DISTRICT
HONOLULU, HAWAII

June 26, 1934.

Memorandum to Assistant Superintendent:-

1. Referring to your memo of June 23rd, relative to the obstruction of the Kalae Light by stanchion railing, you are again advised, as required by Regulations, and as repeatedly directed by the Superintendent, that you have been, are and will be held accountable for the correctness of drawings, plans and specifications, estimates for material and labor, for the data giving description and location of new aids to navigation, etc., as definitely and specifically outlined under paragraph 7 of Regulations.

2. Further alibis and passing the buck, which has been the regular procedure, will no longer be tolerated.

3. Relative to your 3rd paragraph, it is apparent that you are not sufficiently modern to realize that the Lighthouse Service has long since passed the stage of swivel chair slumbering and awaiting the criticisms of mariners before the proper establishments of lighted aids to navigation.

4. Further furnishing of your subordinates copies of your replies for the Superintendent in response to his memos will not be countenanced.

5. Unless you can positively assure the Superintendent that the Kalae Light is not obscured to vessels from seaward, you will expedite the correction of this obstruction as the most important job requiring attention.

6. You will cease your long winded alibis in response to the Superintendent's memos and devote your time to construction and productive work and attempt to catch up on some of the projects which are now in arrears, demonstrating some of your previously vaunted physical and technical qualifications.

7. Should you devote 1/10 of your time you now spend in dodging the duties and responsibilities of your position and waste in the futile furnishing of alibis, your services would be at least to that extent, just that much more satisfactory.

This letter was written prior to Supt's letter to 19th dated June 19, 1934

F A EDGECOMB,
Superintendent of Lighthouses.

Not dignified by a reply.
Statements are absurd.
AFB 6/28/34

cc - Supt
N. W. W.
F. J. B.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
HONOLULU, HAWAII

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FAE:RW

OFFICE OF SUPERINTENDENT, 19TH DISTRICT
HONOLULU, HAWAII

June 21, 1934.

Memo. to Assistant Superintendent.

1. With reference to District Radio-elec. Mechanician Brightman's report of June 15, 1934, and your memo of June 21st thereon, relative to obstruction of the Kalae Light by legs of the supporting vertical angles, you are advised that the obscuring of an aid to navigation is a most serious matter.

2. You are directed to rectify this error immediately. Your attention has previously been called at various times to the primary purpose of the Lighthouse Service, namely, the efficient maintenance of aids to navigation.

3. It is considered that you have been remiss in your duties as Assistant Superintendent in this instance, first, in negligence in checking the original installation, in that paragraph 7 of the Regulations state that the Assistant Superintendent shall be responsible for the correctness of all drawings, plans, specifications, etc., and for the data giving description and location of all new aids to navigation; secondly, on your inspection report of the Kalae Light Station on June 14th, no note was taken, nor report made by you, relative to the obstruction of the light by the vertical angle irons adjacent to the lantern and supporting the rail around the platform.

4. You will see that this fault is corrected immediately by extending the lantern platform sufficient to assure clearance, or by other means which you may care to submit for the Superintendent's approval. This extension of the platform should be of brass or galvanized iron as necessary, and be neatly and substantially installed, utilizing braces or brackets if required. You will see that the electric wiring, etc. is also modified in a most workmanlike and weatherproof manner.

5. In connection with this work and in the interests of economy, you will see that the Chevrolet station wagaon, recently delivered to the Depot, for the Kalae Light Station, is delivered to the Station via Hilo under adequate instructions to insure its safe and prompt arrival.

6. Advise the Superintendent promptly when the proper corrections have been made to the Kalae lantern, as well as the delivery of the truck to the light station.

Written prior to 1st Ind letter to 19th dated June 19, 1934.

F. A. Edgecomb

F A EDGECOMB,
Superintendent of Lighthouses.

CNE:RW June 23, 1934.

Memo. to Superintendent.

1. Your memo dated June 21, 1934, re obstruction of Kalae Light by stanchions of railing received, and carefully considered.

2. While the Assistant Superintendent recognizes and admits his responsibility for the correctness of all drawings, etc., and has never attempted to shift any part of such responsibility upon anyone else, he feels in this instance that he is not wholly responsible for the condition reported as existing at Kalae, since the preliminary design, prepared by the Assistant Lighthouse Engineer and reviewed by the Assistant Superintendent, was submitted for the approval of the Superintendent, before final working drawings were prepared. Also, the drawings were submitted to the Bureau with letter of transmittal dated Oct. 24, 1933, and were approved as drawn. The possibility of the light being obscured by structural members of tower evidently escaped notice of all who studied the plans as it did that of the Assistant Superintendent, who frankly admits that it did not occur to him, as it doubtless should have done.

3. The Assistant Superintendent carefully checked the final tracings of the tower, and the fact that it was erected from the plans prepared by the Assistant Lighthouse Engineer, without any changes, attests to their correctness. He did not check the original installation as his first inspection of the tower was on the recent semi-annual trip to Hawaii. At this inspection, he examined the tower by daylight and the possibility of obscuration of light by a steel angle 3'5" distant from light source did not occur to him. Mr. Brightman walked around the tower at night and at a short distance from the light, the shadow cast by the structural angle was, of course, obvious. It is doubtful, however, whether the light is seriously obscured from a distance seaward. At a distance of one mile off shore, which the Coast Pilot warns mariners is as close as ships may safely pass the point, a vessel traveling 10 knots per hour will require 1-1/2 minutes to pass through the possibly obscured sector, though the white structural frame work brilliantly illuminated will be visible. This light has been in commission since March and no complaints have been received from any navigator to date, as doubtless there would have been if the obscuration of the light is of a serious nature. Before going to the expense of changing the location of lantern on the tower, it is recommended that the KUKUI be sent to observe the light and make report. Theoretically the light is obscured over the small angles covered by the structural members, practically this obscuration may not amount to much.

4. The Assistant Superintendent and Assistant Lighthouse Engineer are giving this matter attention and as soon as the best and most economical method of remedying the existing condition is decided upon, a sketch will be submitted for the Superintendent's approval.

5. The Chevrolet truck will be delivered to the station via Hilo when additional steel is sent out to effect necessary change in location of lantern.

C N ELLIOT - Assistant Superintendent.

cc - A.S.; N.W.W.; F.J.B.

FJB:WCR

June 26, 1934.

Memo to Superintendent
(Thru the Asst. Supt.)

1. The following is in reply to the Superintendent's memorandum of June 21, 1934, about obscuring of the Kalae Light. It is requested that this be filed with said Memo since a misunderstanding evidently exists as to the facts.

2. Briefly: The lantern was installed by the contractor prior to my arrival, as per instructions in the specifications. My work order No. 82 did not instruct me to install the lantern. I recently ran across my note made at the time, about obscuring of the light. It had been lost in a shuffle with others about mistakes made by the contractor which took some careful day and night scheming on my part to remedy. I make it a rule to jot down items of this nature, at the time. It was due to this fact that the Kalae defect was eventually brought to attention, allowing it to be corrected, whereas it might not have been noticed by anyone for the next several years. The upper part of the tower is illuminated by the flash and the sides of the lens are quite bright so that the fact that there was a certain angle in which the observer was not actually looking into the beam would not be noticeable to anyone who did not check the details closely. It is a fact that, of the many persons who looked at both the drawings and the light itself, no one saw the defect until it was pointed out. I first noticed it in the design when examining the drawing at the station, and checked it by walking around the light at night.

F. J. Brightman
Radio-Electric-Mechanician

cc to:
A.S.
N.W.W.
F.J.B.

CNE:RW June 27, 1934.

Memo. to Superintendent.

Subject: Re Obstruction of Kalae Light.

Reference: (a) Radio-elec.Mechn's report 6/15/34.
(b) Supt's memo to A. S. 6/21/34
(c) A.S. reply to above of 6/23/34.

1. Upon sketching by scale on drawing of tower the extension of lantern platform, it was found impracticable to do this because of the distance lantern must be placed from the tower structure to insure no interference by steel members.

2. As stated in paragraph 3 of reference (c), it is doubtful that the stanchions of 3"x3" angles at a distance of 3'5" from the light source actually obscure the light to any serious degree; however, the following suggestions are submitted for the Superintendent's decision.

3. Referring to accompanying pencil sketch, it will be noted that by cutting out the lower portion of stanchions on the two seaward corners, and bolting on four additional uprights, marked "A" and"A-1", there will be no obstruction whatever to the light with the lantern and connections left undisturbed. From the standpoint of structural design, this is not so good, but there will be ample structural strength for the support of the railing, and the saving in cost will justify the suggested change.

"6/28/34 OK. FAE"

4. An alternate method is to cut down the lower portion of corner stanchions as shown on sketch and bolting 7/16" x 3" uprights, (marked "A-1"), immediately back of lantern. This would, however, leave a possible obstruction of light amounting to 1 degree, which is very little, if any, more than the obstruction offered by the vertical bars in the lens.

5. It is recommended that one of the above suggestions be adopted, as either may readily be made at small expense and will avoid the necessity of moving the lantern and changing the electric wiring.

"Good"

C N ELLIOT
Assistant Superintendent

A-5-

488. OPPRESSION OF SUBORDINATES. — (a) Superiors of every grade are forbidden to oppress those under them by tyrannical conduct or by abusive language. Authority over subordinates shall be exercised with firmness and justice, and each person shall set a good example to others.

(b) The use of profane language in giving and enforcing orders or the nagging of any subordinate at any time is forbidden.

486. (All persons) shall show to their superiors the proper deference and respect. No person in the service shall join in or abet any combination to weaken the lawful authority of, or lessen the respect due to his superior officer, or shall treat his superior officer with contempt or be disrespectful to him in manner or deportment.

(b) Violation of this regulation will be deemed cause for the dismissal of the offender.

CNE:RW

June 27, 1934.

Memo. to Superintendent.

Subject: Re Obstruction of Kalae Light.

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6/28/34 O.K. J.A.C.

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5. It is recommended that one of the above suggestions be adopted, as either may readily be made at small expense and will avoid the necessity of moving the lantern and changing the electric wiring.

good

C N ELLIOT
Assistant Superintendent

INTER-ISLAND STEAM NAVIGAT CO LTD.
HONOLULU, HAWAII

July 11th. 1934.

Mr. C. M. Elliott
Asst. Supt. of Lighthouses
201 Federal Bldg.
Honolulu, T. H.

Dear Sir:

I beg to report that on July 6th. 1934, the S. S. Hawaii from Honolulu to Honuapo, Kau, Hawaii, at 12.35 A. M. Kauna Pt. abeam and 15 miles from Kalae > South Point Light, the light was picked up at this distance. At 3.00 A. M. ship steaming better than half speed 6.2 miles per hour, passed South Point Light abeam 1 mile off, and during this run the light was not obscured at all. Flashing at its regular intervals and burning brightly.

Respectfully yours,

Daniel Kaleiki
Master S/S Hawaii.

(No. 2 & 3)

No. 2

ADDRESS YOUR REPLY TO
SUPERINTENDENT OF LIGHTHOUSES
HONOLULU, HAWAII
AND REFER TO DATE OF THIS LETTER
AND FILE NO.

FAE:RW

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT, 19TH DISTRICT
HONOLULU, HAWAII

May 16, 1934.

C. N. ELLIOT,
Assistant Superintendent.

1. Confirming our conversation of this morning, I have to state that upon direct questioning by the Examiner as to your services, the Superintendent was compelled in candor to state that same have not been satisfactory during the past year or so in your capacity as Assistant Superintendent.

2. As a sample of what is meant, I cite a few memos and letters of instruction to you on the subject for your careful review. In view of the following memos there can be no doubt as to what the Superintendent has expected of the Assistant Superintendent in the administration of his duties.

(1) Memo to Assistant Superintendent of Nov. 10, 1932, relative to necessity of additional help.

(2) Memo to Assistant Superintendent of April 12, 1933, relative to projects for completion between April 12th and June 30, 1933. Due to the fact that the Chief Clerk was laid up with a bad attack of tonsillitis and was operated on on June 9th, and in not too good health prior to that date, the Superintendent was unable to handle the administrative work and assist in closing out the General Expenses projects, and as a result $3,500. was turned back to the Bureau at the end of the fiscal year 1933 from the 19th District's small annual allotment. This was the first time that an allotment had been turned back in the Superintendent's memory during the past 20 years.

(3) Memo to Assistant Superintendent of May 4, 1933, in view of inaction on the Assistant Superintendent's part relative to the accomplishment of items under memo of April 12th.

(4) Memo to Assistant Superintendent of June 12, 1933. It will be noted that the memo of June 12, 1933 was written on Kamehameha Day, which was observed as a holiday in the Hawaiian Islands other than by the Superintendent and one stenographer, who were busy in putting in motion some of the delinquent Assistant Superintendent's work.

(5) Memo of Oct. 31, 1933, relative to the initiation of NIRA projects.

(6) Duties of the Assistant Superintendent/ Memo of Nov. 1, 1933.

3. Many additional memos could be noted on the subject which are available in the files.

4. While placing the full responsibility on the Assistant Superintendent

for the administration of the NIRA and construction projects without calling on you for district administrative or executive work, the Superintendent also diligently assisted in the prosecution of the preliminary work of placing of the various programs in operation until after the completion of the Tender Kukui's repairs. It will be noted that the Kukui's repairs was the largest of all of the projects carried out and was completed entirely by the Superintendent and the Assistant Lighthouse Engineer without any help or cooperation from the Assistant Superintendent. (In connection with vessel work, the records indicate that on Dec. 30, 1932, report of inspection of the KUKUI was made by the Assistant Superintendent covering a period between the hours of 1:30 P.M. and 3:30 P.M. The Superintendent is unable to place any reliance on such a report of a vessel 25 years of age in a rapidly deteriorating condition due to excessive corrosion in tropical climate.)

5. That you are not actively carrying out these requirements as heretofore outlined by the Superintendent as being the duties and responsibility of the Assistant Superintendent's position, has been definitely demonstrated to the Superintendent over a long period of time. I therefore call your attention to a few specific instances as to why the Superintendent feels that your services as Assistant Superintendent recently have been unsatisfactory and of little value to the Office in technical, executive and administrative lines, namely, briefly as follows.

6. Inability to initiate and consummate efficiently any mechanical, electrical, radio engineering or vessel construction and repair work due to lack of up to date knowledge on the various subjects and indifference to the matter of perfection of your knowledge on these subjects. Lack of confidence in your own independent judgment of programs, methods and legality or validity of subject matters of Lighthouse problems and failure of individual decision.

7. Inability to carry out a memo without being furnished written statements and indifference thereafter in the accomplishment of same. Impossibility of Superintendent depending on your accuracies or reliability to accomplish any technical or administrative problem, thereby eliminating yourself for useful and efficient service as Assistant Superintendent to the office and the Superintendent. Total lack of knowledge of application of Lighthouse Regulations, circular letters and recent legislative requirements and inability to administer same in Superintendent's absence.

8. Concretely it is felt that your lack of ability to accomplish any vessel work of any description is a most serious handicap. Further, no initiative in executive and administrative capacity has been found as it has been noted that practically all correspondence is signed by the Chief Clerk in the Superintendent's absence, whereas you are presumed to have been on duty and actually in charge of operations during such periods of time.

9. Administratively I find that I am unable to depend on your memory or prompt action on specific subjects. I cite the case of circular letter #432 of April 16th received in this Office April 24th, which was referred to you, and yet in discussing the subject two days later, you definitely stated that you had never seen the circular, regardless of the fact that same had been initialed by

you. This is not a question of veracity, but one of fact as to administrative ability. The Superintendent has had great difficulty in securing your initial to office circulars and other papers forwarded for your attention, which is regretted.

10. I cite the further case of preparation of notices to mariners, particularly during March when the Superintendent desired the information covering the azimuth of a range light of Kaunakakai, and observed that you had called Mr. Wetherby in from his important inspection of the "KUKUI" in his dungaree working clothes for the purpose of furnishing a most trivial piece of engineering data, precision not being required in the preliminary announcement involved. It is further understood that the Chief Clerk calls on the Assistant Lighthouse Engineer, and Mr. Brightman when he is in the office, for check of notice to mariners in the Superintendent's absence. Further illustration is noted in the case of the #6 buoy in the manner of relighting on Feb. 20th. The Superintendent definitely requested you to attend to this matter, which is of first importance in the Lighthouse work, particularly in a district similar to the 19th, where 93% of the lights are automatic. By mere chance the Superintendent ascertained at 4 o'clock that this matter had been entirely neglected and arranged with Machinist Peter to relight the light before dark, in that a large trans-Pacific vessel was leaving port that night. See memo of Feb. 20th relative to written memos being furnished for important work of operation and maintenance of aids to navigation. An additional case is cited of the application of Bureau circular letter of April 2nd, received April 19th, the day the Superintendent left for Kauai for a week's inspection visit. This matter was called to your attention for the purpose of providing the Engineer estimate for item 6 as mentioned therein. On April 30th, the Superintendent noted that no action had been taken on this and report was finally made by your memo of April 30th, before which two weekly reports had been forwarded, subsequent to the receipt of Bureau instructions on this subject.

11. Furthermore, I find the Assistant Superintendent unable to dictate letters. I believe it is the fact that he has never dictated letters since his arrival in this District. It is considered that the Assistant Superintendent's duties for efficient discharge require ability to rapidly handle correspondence covering work orders, specifications, memos, etc., by direct dictation.

12. Recently certain errors have been noted in construction items. Full written instructions on the subject of the proposed addition for the Kalae dwelling were prepared, yet plans were presented for Superintendent's signature with the improvements placed on the wrong side of the dwelling. Blueprints are often sent to the wrong contracting company in the absence of the Assistant Lighthouse Engineer, necessitating considerable difficulty in adjustment of payment of bills.

13. I further find that your cooperation is of little or no assistance to the clerical office in the preparation of time sheets, travel orders, project cards and estimates, etc., and other necessary cooperative work, also a large percentage of errors have been noted in making recommendations for the acceptance

of proposals concerning construction items.

14. The Superintendent feels loathe to direct generally that you carry out field construction and inspection work on dangerous and rough landings, such as are found in the Hawaiian Islands, as for example, Kaula Rock, Lehua Rock, Kukuihaele, Nakalele Head, and many others, because of your physical condition due to advancing age. I believe it a fact, without consulting the files, that the Assistant Superintendent has not made a single inspection of the field operations or conduct of contract projects during the past year, save only the possible chance of one visit to the Sand Island developments in Honolulu Harbor. Certainly such inspections, if any, have been decidedly limited.

15. The Superintendent therefore feels that the primary functions and duties of an Assistant Superintendent are not being carried out at the present time. Statement is not made that you are not trying to carry on, but rather that your efforts are not satisfactory in results shown. No question of personal loyalty is raised. Attention is invited, however, to the careful consideration of the fact that your activities at present are mostly confined to the preparation of monthly reports of operation covering General Expenses projects and NIRA and P.W.A. 1 reports, the filing of F "Postal Cards", the occasional writing of specifications for informal contracts and the writing of work orders for the field organization of very limited extent, all of which are incidental to the direct functions of the Assistant Superintendent's position.

16. In view of the above, I indicated to the Examiner that it was my purpose to recommend to the Bureau either that you be transferred to another district in an appropriate position where less arduous field duties are involved, covering boat landings in the open sea and where a larger office technical personnel will permit your assignment to more detail and specific duties, for which you are primarily suited, namely, architectural drafting, and the preparation of architectural specifications and data involved, or that your duties be reclassified and certain reassignment of personnel be made in the technical force of this district so that the Superintendent may have in fact, as well as in name, an Assistant Superintendent with physical and technical ability to initiate, organize, direct and consummate all District technical and construction projects and administer the technical branch of the 19th District, as intended and required by the Regulations and as so outlined by the District administration chart.

17. Please see me or the Examiner as to further discussion of this matter before I forward definite recommendations in regard to your status to the Bureau.

F. A. Edgecomb

F. A. EDGECOMB,
Superintendent of Lighthouses.

CNE:RW

May 17, 1934.

F. A. Edgecomb,
Superintendent.

Your letter of May 16, 1934 was received this forenoon.

The serious nature of its contents requires that it be given more consideration than is possible in a portion of one day, which is all the time left before I leave on the Hawaii semi-annual inspection trip under your instructions.

There are a number of inaccuracies in the text of your letter, unintentional I am sure, but which require more time for correction than there is at my disposal today.

Since your proposed report and recommendation to the Bureau will, perhaps, affect my future and constitute a serious reflection upon my record of over twenty years in the Service, I feel that in justice you will defer final action until my return, when I shall make a detailed reply to each paragraph of your surprising letter. At any rate, I respectfully request such delay in order that I may go on record in my own behalf.

C N ELLIOT
Assistant Superintendent.

No. 3

CHE:RW

June 5, 1934.

F. A. EDGECOMB,
Superintendent.

1. The Superintendent's letter of May 16, 1934 containing his animadversions upon the Assistant Superintendent's services was received the day upon which the latter departed on a ten-day semi-annual inspection trip to the Island of Hawaii. Upon his return on May 28, 1934, the Assistant Superintendent found considerable accumulated work which has fully occupied his time until the present. This by way of explanation why the letter referred to was not immediately answered, as was the Assistant Superintendent's desire.

2. The Animus behind the Superintendent's letter is difficult to understand as was that which inspired previous memorandums of the same general tenor. The Superintendent appears to be obsessed by the idea that the Assistant Superintendent performs practically none of the work incident to his position. This reply is an attempt to prove by the records the erroneous nature of that idea. There is no intent in this reply to show any insubordination or lack of respect for a superior officer, but plain, unvarnished language must be used if its object is to be attained. In nothing hereafter said, is there any intent to question the sincerity or veracity of the Superintendent's statements, only to show how mistaken they are in many instances.

3. As a sample of what is meant, and before replying to the Superintendent's charges (which are what the various paragraphs really amount to) paragraph by paragraph, allow me to cite the bracketed portion of paragraph 4, viz, " (In connection with vessel work, the records indicate that on Dec. 30, 1932, report of inspection of the KUKUI was made by the Assistant Superintendent covering the period between the hours of 1:30 P.M. and 3:30 P.M. The Superintendent is unable to place any reliance on such a report of a vessel 25 years of age in a rapidly deteriorating condition, etc.) "

The Superintendent, in the first paragraph of his letter of criticisms says he "was compelled in candor to state", etc. Examination of the files will show that on Nov. 29, 1932, (8:00 A.M. to 5:30 P.M.) report of inspection of the "KUKUI" was made by the Superintendent, who reports having made a careful examination of the vessel. The inspection by the Assistant Superintendent on Dec. 30, 1932, was only made to comply with the Regulations which require at least three inspections per year and in view of the Superintendent's inspection just one month previously, it was understood both by the Superintendent and the Assistant Superintendent that the inspection upon which the Superintendent now says he "is unable to place any reliance" was to be merely a routine inspection. However, on June 15, 1933, the Assistant Superintendent made an inspection covering the period between the hours of 9:15 A.M. and 3:45 P.M., less one hour and a half at lunch time.

This was a regular and not a routine inspection, and if the Superintendent, "in candor", desired to do the Assistant Superintendent justice, he would have used

the latter report of inspection as a reference. It would appear that his criticism in this case, as in others which will be mentioned, is not without disingenuousness.

4. The Assistant Superintendent respectfully offers the following comments upon the several paragraphs of the Superintendent's letter, hoping that they will convince the Superintendent of the injustice of many of his strictures.

Par. 2 (1) The Assistant Superintendent conferred with the Superintendent as to the necessity of additional help and it was decided none was needed at that time.

Par. 2 (2) The Superintendent's memo of April 12, 1933 stated that there was then available for construction work approximately $8,200. The wholly unexpected requirement that checks must be cleared by the U. S. Treasury in Washington D. C., before June 30, 1933, made it imperative that all bills and contracts be paid by checks drawn in Honolulu not later than June 10, 1933. This precluded any work being started later than the middle of May if same were to be completed and paid for by the date mentioned. However, considerably more than one-half of the amount available on April 12th, or $4,700., was expended, and had it been possible to incur obligations as usual up to June 30th, most of this balance could have been saved by starting minor projects which the Assistant Superintendent had in hand.

The Assistant Superintendent does not feel that he should be held solely responsible for the turning back of the $3,500. mentioned. Incidentally, if this is the first time part of an allotment was ever turned back during 20 years, the 19th District holds an unique record among the other districts.

Par. 2 (3) The memo of May 4, 1933 requested the Assistant Superintendent to prepare and issue three proposals and specifications, which were in preparation and which were issued promptly. It was not due to inaction on the part of the Assistant Superintendent that they were not sent out earlier.

Par. 2 (4) The Assistant Superintendent believes that the Superintendent's memory is at fault when he states that he "and one stenographer, x x x were busy in putting in motion some of the delinquent (sic) Assistant Superintendent's work". In connection with the statement that the Superintendent was busy on Kamehameha Day, a holiday in the Hawaiian Islands, it is pertinent to remark that the Assistant Superintendent has often worked after hours and on Sundays and holidays drawing plans and writing specifications when necessary, and that he has frequently asked the Superintendent if his assistance was required on holidays when he knew the Superintendent intended to be at the office.

In connection with the above mentioned memorandum of June 12, 1933, the Assistant Superintendent notes that it was typed by Paul Ching, Laborer at the Depot, whose initials appear on same (EAE:PC), and who was evidently the "stenographer" whose services were used on the holiday in question. The Assistant Superintendent raises the question of the wisdom and advisability of dictating a memorandum of such character to any one outside the office organization and especially to a laborer who doubtless would talk about the matter, which is subversive to discipline.

Par. 2 (5) Initiation of NIRA projects was done by the Assistant Superintendent as conditions permitted.

Par. 2 (6) The Assistant Superintendent has carefully considered this memo and to the best of his ability complied with its contents.

Par. 3 The memos mentioned are also in the Assistant Superintendent's files and are annotated in many cases with dates when the subject matter was attended to. The Assistant Superintendent will be more careful to make complete notes on future memos in case questions arise as to attention or non-attention to the Superintendent's instructions.

Par. 4 The Superintendent assigned the work of supervising the extensive repairs to the "KUKUI" to the Assistant Lighthouse Engineer, and neither asked any help or cooperation from the Assistant Superintendent, presumably because it was not required, and because the Assistant Superintendent was fully occupied with NIRA and other projects. However, the Assistant Superintendent visited the vessel twice while in drydock and inspected the work done with the Assistant Lighthouse Engineer.

Par. 5 No comments, as replies to other paragraphs will establish the facts as to the Assistant Superintendent's services.

Par. 6 The Assistant Superintendent is not a mechanic electrician nor a radio engineer, but has perhaps as much knowledge of these trades as the Superintendent. He is not indifferent in the matter of gaining all the knowledge possible on these subjects and to that end studies the publications and trade literature available in the office. Perfection of knowledge in these lines is only possible to those who specialize in them. The Assistant Superintendent has initiated the mechanical, electrical and radio work at all the new stations by issuing special requisitions and work orders to the machinist and radio-electric mechanician, to whom was left the practical consummation of the work.

As to vessel construction and repair work, the Superintendent has regularly assigned this to the Assistant Lighthouse Engineer, and he has no means of judging whether or not the Assistant Superintendent is familiar with such work. However, it may be stated for the Superintendent's information, that the Assistant Superintendent while in the 16th District wrote up specifications for extensive repairs on the Tenders CEDAR and FERN, prepared proposals for same and has supervised repairs on each.

The Assistant Superintendent challenges the statement of the Superintendent that he lacks confidence in his independent judgment, were it permitted, and failure of his individual decision. He believes that either will compare favorably with the Superintendent's.

Par. 7 This is perhaps the most invidious paragraph in the Superintendent's extraordinary epistle. In character, it is so sweeping that it is believed it defeats its purpose. The Assistant Superintendent is willing to let

the records testify as to the accuracy and reliability of his estimates, design, specifications and solution of problems connected therewith.

The Statement that the Assistant Superintendent has a "total lack of knowledge of application of Lighthouse Regulations," etc., is, of course, totally absurd, in view of the fact that the Assistant Superintendent has served over 20 years in the Lighthouse Service and, unless entirely an idiot (and he lays claim to average intelligence) must have become somewhat familiar with and have some slight knowledge of the Regulations and application thereof. Recent legislative requirements are another matter and better equipped men than the Assistant Superintendent, even the Superintendent, have sometimes been at a loss as to their exact meaning and application.

Par. 8 Please refer to comments on paragraph 6, supra, as to vessel work. Not lack of ability on the part of the Assistant Superintendent to accomplish vessel work, but lack of opportunity to show it has, perhaps, been the reason for the Superintendent's misjudgment in this case. The statement that "no initiative in executive and administrative capacity", is passed over in silence, as the remarks relative to "total lack of knowledge" apply here.

The files will show the erroneousness of the Superintendent's statement that "practically all correspondence is signed by the Chief Clerk in the Superintendent's absence". At such times the Assistant Superintendent has been continuously on the job and at all times in touch with all operations. Such mail as was signed by the Chief Clerk was reviewed by the Assistant Superintendent and met with his approval.

Par. 9 As to circular letter No. 432; there are many of these letters received each mail, and it is possible to overlook the importance of one occasionally. If the Assistant Superintendent "definitely stated" that he had not seen the circular in question, it was because he had, in the rush of taking care of a voluminous mail, forgotten having seen and initialed it. The fact that he did initial it tends somewhat to qualify the Superintendent's statement that he "has had great difficulty in securing your initial to office circulars and other papers", etc. As a matter of fact the Assistant Superintendent invariably initials in red pencil every paper which passes over his desk.

The Assistant Superintendent is glad the Superintendent does not raise the question of veracity in this connection.

Par. 10 As to notices to mariners, particularly that containing the azimuth of Kaunakakai Range; it was a "trivial piece of engineering data", as was the calling of Mr. Wetherby away from his "important inspection of the KUKUI" for a few moments a trivial matter to be mentioned at this time. The Assistant Superintendent could have laid down the azimuth, but Mr. Wetherby had already worked it out precisely and the Assistant Superintendent considers himself the judge as to the advisability of precise information and as to the advisability of calling on his assistants for same.

The Chief Clerk may sometimes call on the Assistant Lighthouse

Engineer and Mr. Brightman for check to notices to mariners in the absence of the Superintendent. If so, it is because the Assistant Superintendent has requested it.

In the case of relighting No. 6 buoy, the Assistant Superintendent may have been at fault. If so, it was unusual, as his invariable custom is to immediately call up the machinist or other person and transmit the Superintendent's instructions. He probably called the machinist in this case, found him absent and failed to again call him. Whatever the reason, the Assistant Superintendent was at fault in not personally seeing that the matter was attended to.

Par. 11 The Superintendent is mistaken in saying the Assistant Superintendent is "unable" to dictate letters. He is able to and has had considerable experience in that line, but he prefers to prepare rough drafts in pencil for such few letters as are passed on to him for reply, believing that both his time and that of a stenographer is conserved thereby. Direct dictation of specifications is not advisable owing to the use of technical terms and the necessity of careful consideration of the bearing certain parts have upon others. Furthermore, the Superintendent reviews specifications for possible additions which he may have in mind, of which the Assistant Superintendent is unaware, and it effects considerable saving in time to have such changes made before final typing. At any rate, such is the Assistant Superintendent's procedure, to which he proposes to adhere unless definitely instructed to the contrary.

Par. 12 The Assistant Superintendent is unaware of "certain errors" in construction plans. In the matter of the addition to the Maine dwelling, plans were not presented for the Superintendent's signature, but a penciled outline was presented for his approval before tracing in ink. It happened that the Assistant Superintendent gave the Assistant Lighthouse Engineer in error wrong data as to the location of the proposed addition. He admits the mistake.

It is believed that but two instances occurred where tracings were sent to the wrong blueprint company, occasioned by the fact that a change had recently been made in each case in the annual contract. Adjustment was made in each case without argument or difficulty.

Par. 13 The Assistant Superintendent, contrary to your criticism, affords cooperation to the clerical office whenever requested to do so. Time sheets are prepared by the various field men and checked by the Assistant Superintendent before being presented to the Chief Clerk for payment. Work orders and travel orders are practically in every instance prepared in the rough by the Assistant Superintendent. Estimates are prepared and submitted by the Assistant Superintendent whenever required. Project cards are not kept by the Assistant Superintendent but by the Voucher Clerk, who is best in position to do it, since all bills and invoices must pass through his hands.

The "large percentage of errors in making recommendation for the acceptance of proposals", is not understood. In most cases where a question arises as to acceptance of a proposal, the Assistant Superintendent has consulted the

Superintendent before making recommendation. These occasions of importance enough to warrant such consultation occur but seldom.

Par. 14 "This were the most unkindest cut of all."

Does not the Superintendent know that mention of "advancing age" to an old maid or an Assistant Superintendent touches a tender spot? ---- But, that aside, the Superintendent should know that the Assistant Superintendent, in spite of "advancing age", is in as good physical condition as the Superintendent himself. Up to the present writing senile decrepitude has not touched either the Assistant Superintendent's body or his mind. He stands ready to prove his statement in any manner the Superintendent may choose. The Superintendent need have no qualms about directing the Assistant Superintendent to make any landing in the Hawaiian Islands, if it is humanly possible to make it.

The Superintendent should have consulted the files before asserting that the Assistant Superintendent has not made a single field inspection during the past year. The Assistant Superintendent inspected the Hakapuu road at least three times; Barbers Point, twice; Cape Kumukahi, once on first tower and dwelling contract; Sand Island, twice. The Assistant Superintendent informs himself of the reliability of the foreman in charge of a project and if satisfied that he is capable, leaves the detailed supervision to him. The Assistant Superintendent would have made the final inspection of contract jobs had not the Superintendent preferred to do this. Also, the Assistant Superintendent has delegated to his assistants the routine inspection of certain jobs, satisfied that such inspection would be adequately done.

Par. 15 & 16. The Assistant Superintendent does not doubt that the Superintendent really feels as outlined in the first portion of this paragraph, even though without genuine grounds for so feeling. He is glad that no question of personal loyalty is raised. Because has been loyal to the Superintendent, even without much encouragement so to be. He will take occasion to say here that it hurts to be the object of such anattack upon his performance of his duties, his experience, his age and his technical ability. It would almost seem that there must be some personal reason, unknown to the Assistant Superintendent, prompting the Superintendent's effort to oust him from a position which it has taken twenty years of faithful service to the Government to achieve, besides entailing a considerable financial loss in the sale of his home in the event the Superintendent gains his end.

However, in spite of money loss or the desire to continue to live in these Islands, the Assistant Superintendent has no wish to be associated with one whose inimical feelings have been made so clearly manifest, and will request a transfer to another district at the earliest opportunity. He will, however, resist to the last authority any attempt to demote him and feels confident that his past record will speak for him and insure that justice for which the Department, the Bureau and the Civil Service is noted.

5. The Superintendent has signified verbally that he is not interested in what

the Assistant Superintendent has done in other districts, but some of those things have a bearing upon the question of the Assistant Superintendent's ability or lack of same. Briefly, the Assistant Superintendent desires to bring a few of these to the Superintendent's attention.

(1) As Assistant Superintendent in the 16th District, 25% of his time annually was as Acting Superintendent, in the absence of the Superintendent. A statement to this effect formed a part of Item 23, Reclassification Board's survey of field positions and was signed as correct by the Superintendent.

The 16th is a much larger district than the 19th, with many more complicated problems, yet during his twelve years there, 25% as Acting Superintendent, the Assistant Superintendent was not once criticized for anything connected with the administration of the district, either by the Superintendent or by the Bureau. This is a matter of record in the 16th District.

(2) In Alaska the Assistant Superintendent prepared the structural design and made all computations and working drawings for a large reinforced concrete depot warehouse after the Turner flat-slab system. The first structure of its kind in Alaska. Also for four reinforced concrete lighthouses ranging in cost from $20,000. to nearly $200,000. All of these were constructed under the general supervision of the Assistant Superintendent.

6. The Assistant Superintendent invites the Superintendent's consideration of the following facts, all matters of office records, showing but a few of the Assistant Superintendent's activities during the fiscal year just ending:-

(1) NIRA: Of 16 projects for which forms 80 and 83 were submitted, the Assistant Superintendent prepared 13 forms 80 and 12 forms 83, besides the estimate for the 17th project (No. 131), for which the forms were not submitted. These estimates on form 83 are by no means all of the estimates prepared under NIRA for the Superintendent, but it is not desired to go into full details.

The Assistant Superintendent wrote long specifications for all NIRA projects requiring them with the exception of the KUKUI repairs, and could have and would have written them if assigned to the work.

The Assistant Superintendent prepared and prepares all engineering data for forms PWA-P-1, and post card reports, PWA-P-2, 3, 4 and 5, which really occupies but little time.

The office files will disclose an infinite number of lesser papers prepared personally by the Assistant Superintendent in connection with NIRA.

(2) GENERAL EXPENSES,1934: Of 15 forms 80 and 83, the Assistant Superintendent prepared 10 forms 80 and 12 forms 83. All of the projects covered by these forms are either completed; underway to be completed by June 30, 1934, or will be underway by that date. These projects, it is within reason to say, were not all carried through or begun without at least some initiative on the part of the Assistant Superintendent.

In the Superintendent's memo of Nov. 1, 1933, "19th District, Assistant Superintendent's Duties", under "Forms 80", states: "Forms 80 relating to new, or changes in existing aids to navigation or to the tender will be prepared by the Superintendent, unless specifically delegated in special cases." It would appear that there were more "special cases" than otherwise, both under NIRA and CE'34.

(3) During the fiscal year 1934, to date, the Assistant Superintendent has prepared and issued 72 work orders, with estimated cost of each.

No detailed mention is made relative to the numerous other forms 33, 85, 98 prepared during the year by the Assistant Superintendent. The files, however, will show his initials on a very large number of these.

(4) CWA: The Assistant Superintendent prepared specifications, provided blueprints and compiled lists of all tools and equipment for proposed CWA work at the seven keeper stations, besides making estimated costs for each. Owing to lack of allotment of CWA funds, but one of these projects has been undertaken to date, but the necessary data was prepared months ago and are now on file ready for use if needed.

7. From the Superintendent's memorandum of October 31, 1933, addressed to the Assistant Superintendent, the following is quoted: "It is also suggested and desired that to assure the completion of the above named projects, that all extraneous personal and unofficial activities (such as participation in the Federal Business Association, formerly quasi official), be immediately dropped," etc). As the Superintendent should know, the Assistant Superintendent has had no "extraneous personal and unofficial activities" which he allowed to interfere with his duties, with the exception of the Federal Business Association, to the Presidency of which he was unanimously elected a year ago. As President of the Association, he had to devote some time, occasionally during office hours to its affairs. However, upon receiving instructions to immediately drop all activities connected therewith, the Assistant Superintendent did so and has not called a meeting since. He would have preferred to resign, but a statement of the true reason therefor would have been embarrassing and have cast some reflection upon the administration of the Lighthouse Service.

8. The Assistant Superintendent regrets the necessity of this lengthy reply to the Superintendent's memorandum, but he has tried to be as concise and direct as possible in defending himself against the Superintendent's criticisms, insinuations and charges of inefficiency, inaccuracy, non-dependability, ignorance, lack of co-operation, advancing age, inattention to duty, and, in fact, practically everything of an adverse nature except lack of loyalty and veracity.

The Assistant Superintendent is hurt in spirit by the Superintendent's attitude. He had been led to believe the Superintendent held the same friendly feeling for him as he has always had towards the Superintendent. Now, he finds that the Superintendent is ruthlessly set upon discrediting him with the Bureau in which he has a long record of faithful service, and compel him at not only a loss of prestige, but a very substantial financial loss, to seek transfer elsewhere. However, as he has previously stated, the Assistant Superintendent feels that unless the

Superintendent's attitude changes, his self-respect demands that he request the Bureau for a transfer at the earliest opportunity.

Charles N. Elliot

CHARLES N. ELLIOT,
Assistant Superintendent.

CHE:RW

June 14, 1934.

F. A. EDGCOMB,
Superintendent.

Referring to your letter of June 12, 1934, the Assistant Superintendent regrets that you read into his letter of June 5, 1934, the intent and meanings you ascribe to said letter, which is a statement of facts as supported by the records, but which no doubt inevitably shows some of the hurt indignation over certain statements in your memorandum of May 16, 1934.

The Assistant Superintendent does not understand the latter part of the second paragraph of your letter of the 12th, as he prepared a request to the Commissioner for a transfer at the first opportunity to another District, which was typed and forwarded to the Superintendent on June 7, 1934.

CHARLES N. ELLIOT,
Assistant Superintendent.

ADDRESS YOUR REPLY TO
SUPERINTENDENT OF LIGHTHOUSES
HONOLULU, HAWAII
AND REFER TO DATE OF THIS LETTER
AND FILE NO.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

FAE:RW

OFFICE OF SUPERINTENDENT, 19TH DISTRICT
HONOLULU, HAWAII

June 12, 1934.

C. N. ELLIOT,
Assistant Superintendent.

1. Acknowledgment is made of your letter of June 5, 1934, replying to the Superintendent's verbal and written statements that your services as Assistant Superintendent are entirely unsatisfactory to the undersigned.

2. Due note is made of the fact that you choose to reply in a contemptuous and belittling manner with the apparent intent to malign the Superintendent instead of taking active and prompt steps to secure for yourself, by your personal efforts, a transfer to another district, as suggested by the Superintendent in May.

3. In this connection you will note the requirements of Article 486, Regulations for the U. S. Lighthouse Service, 1927 issue, for your future guidance.

F. A. Edgecomb

F A EDGECOMB,
Superintendent of Lighthouses.

No. 4

CNE:RW

July 5, 1934.

Memorandum to Superintendent:-

1. The following is in reply to the Superintendent's memo of July 2, 1934, re mistakes noted by Radio-electric Mechanician in the electrical work, etc., at Kalae Light Station.

2. The Assistant Superintendent will hereafter, as in the past, "take definite steps to see that x x x the work is properly supervised and inspected and that the contracts are completed as planned, designed and specified", provided the Superintendent will refrain from assigning a keeper or other more or less incompetent person to the job of supervision and inspection, as in this case.

3. Under date of Nov. 10, 1933, the Superintendent wrote a letter to the Keeper, Kalae Light Station, enclosing blueprints, specifications and PWA forms, and advised him as follows: "These bids will be opened at 2:00 P.M., Nov. 15, and you will be subsequently advised of the successful bidder, and furnished instructions relative to the inspection of the work until such time as an inspector is sent from this office. It is probable that the Superintendent will be at your station sometime during the next week or the week following and will go over the plans with you, x x x x . You will keep these plans and specifications available at the station until the completion of the job." On the Assistant Superintendent's copy of this letter the Superintendent instructed the Assistant Superintendent to furnish the instructions relative to inspection of the work, which he did in a letter dated Dec. 28, 1933.

4. Referring to the second paragraph of the Superintendent's memo of July 2, 1934, he is advised that it has been the invariable practice of the Assistant Superintendent to furnish the head of all field parties full information and detailed instructions for each job, the only exception being the recent case of the Kauhola Pt pipeline, which he discussed with the keeper and left to him the selection of locations of lawn faucets. This was a simple matter and had the work been done when planned instead of being held up by the Superintendent, no questions would have arisen regarding the job in the keeper's absence on leave.

5. Will the Superintendent cite specific instances of the "errors of details of contract construction of work accepted during the past year"?

C N ELLIOT
Assistant Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
HONOLULU, HAWAII

FAE:RW

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT, 19TH DISTRICT
HONOLULU, HAWAII

July 2, 1934

Memorandum to Assistant Superintendent:-

1. With further reference to Radio-electric Mechanician's memo of June 26th, particularly covering mistakes noted in the Kalae work as performed by the contractor, you will take definite steps to see hereafter that not only are the plans and specifications accurately and properly prepared, but that the work is properly supervised and inspected and that the contracts are completed as planned, designed and specified. [redacted] The Superintendent also is aware of errors of details of contract construction of work accepted during the past year.

2. You are directed to see therefore that hereafter no field party goes out without engineering plans, specifications and location details. If necessary, you will let off all field employees who cannot be given economic and constructive information from plans and specifications previously prepared and approved and furnished in advance of going on the job. This applies to the Depot machine and carpenter shops, as well as to the temporary field construction force. Any further expenditure of funds for field jobs not properly outlined in advance will not be tolerated. Where plans and specifications are not absolutely necessary, full written detailed instructions will be furnished in advance of employment of men in the field.

J. A. Edgecomb

J. A. EDGECOMB
Superintendent of Lighthouses

cc - Supt

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
HONOLULU, HAWAII

FAE:RW

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT, 19TH DISTRICT
HONOLULU, HAWAII

July 2, 1934

Memorandum to Assistant Superintendent:-

1. With further reference to Radio-electric Mechanician's memo of June 26th, particularly covering mistakes noted in the Kalae work as performed by the contractor, you will take definite steps to see hereafter that not only are the plans and specifications accurately and properly prepared, but that the work is properly supervised and inspected and that the contracts are completed as planned, designed and specified. [redacted] The Superintendent also is aware of errors of details of contract construction of work accepted during the past year.

2. You are directed to see therefore that hereafter no field party goes out without engineering plans, specifications and location details. If necessary, you will let off all field employees who cannot be given economic and constructive information from plans and specifications previously prepared and approved and furnished in advance of going on the job. This applies to the Depot machine and carpenter shops, as well as to the temporary field construction force. Any further expenditure of funds for field jobs not properly outlined in advance will not be tolerated. Where plans and specifications are not absolutely necessary, full written detailed instructions will be furnished in advance of employment of men in the field.

F. A. Edgecomb

F A EDGECOMB
Superintendent of Lighthouses

cc - Supt

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
HONOLULU, HAWAII

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

No. 5

CNE: WCR

OFFICE OF SUPERINTENDENT, 19TH DISTRICT
HONOLULU, HAWAII

June 18, 1934.

Memo to Superintendent:

1. In view of the Superintendent's instructions that no G. E. money shall be expended during June 1934, without his previous authority, it is requested that he advise the Assistant Superintendent whether C. Maria may be sent to Kauhola Point at this time to install new water pipe.

2. The materials have been delivered at Station, it is understood that Maria's pay has been reserved, so that the only expense connected with the project which will come out of the G. E. balance will be the wages of laborers hired by Maria.

3. If agreeable to the Superintendent, it is proposed to send Maria to Kauhola Thursday morning, June 21, 1934.

C.N.E.

C. N. ELLIOT
Assistant Superintendent

O.K. J.A.F.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
HONOLULU, HAWAII

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FAE:RW

OFFICE OF SUPERINTENDENT, 19TH DISTRICT
HONOLULU, HAWAII

June 20, 1934.

Memo. to Assistant Superintendent:-

1. Relative to Work Order 121 to F. Nobriga, Laborer, covering renewing of water pipe at Kauhola Point Light Station, of June 19, 1934, your attention is invited to your memo of June 18th indicating that it was proposed to send Machinist Helper Maria to Kauhola Pt Lt Station for the purpose of installing the new water pipe system at that station, and Superintendent's approval thereon.

2. It is not understood why you now designate F. Nobriga, Laborer, as the person to be in charge of this work.

3. This is to advise that temporary laborers will not be assigned to the construction work of this district, particularly where such work involves operations on other Islands, the hiring of men, etc.

4. In event C. Maria is not now available for this assignment, it is suggested that Machinist Peter be sent out for this work.

F A EDGECOMB,
Superintendent of Lighthouses.

CNE:RW June 20, 1934.

Memo. to Superintendent.

1. With reference to Superintendent's memo of June 20, 1934, and Work Order No. 121, to Fritz Nobriga, Laborer, covering renewal of water pipe at Kauhola Point Light Station, the Superintendent is advised that my memo of June 18th was written primarily to obtain the Superintendent's authority to spend money for this project, without regard as to who would be sent to do the work. Maria's name was mentioned in this connection as at that time the Assistant Superintendent planned to send him.

2. As verbally explained to the Superintendent yesterday, the Machinist requested that Nobriga be sent, as Maria's services were needed in the shop, and as Nobriga with another, C. S. Glaze, renewed 5900 feet of water pipe at Nawiliwili Harbor, and is fully capable of doing the work at Kauhola. It did not occur to the Assistant Superintendent that the Superintendent would question his decision to send someone other than Maria to accomplish the work, especially as the Superintendent has stressed the point that the Assistant Superintendent is responsible for field work, which naturally must include the assigning of personnel for such work. In the present case, the Assistant Superintendent considers Nobriga the best under the circumstances to send out, but complying with the Superintendent's expressed wishes, will re-issue the Work Order to Maria, if available, otherwise to M. Peter.

3. The Assistant Superintendent will hereafter be guided by the Superintendent's statement in paragraph 3 of his memo that temporary laborers will not be assigned to construction work in this district, particularly where it involves operations on other Islands, hiring men, etc., though during the past two years temporary laborers Glaze, Berry, Nobriga and Priestley have been assigned to such duty on this and other Islands on work orders signed by the Superintendent.

C N ELLIOT
Assistant Superintendent.

A-S.

(COPY)

(7)

RADIOGRAM

KETCHIKAN ALASKA MARCH 21, 1935.

LIGHTHOUSE COMMISSIONER
WASHINGTON D. C.

REPLYING YOURS TWENTIETH C N ELLIOT NOT REGARDED SUITABLE FOR POSITION ASST SUPT STOP HE LACKS EXECUTIVE ABILITY CAPACITY FOR TURNING OUT REASONABLE VOLUME WORK HIMSELF OR GETTING SATISFACTORY RESULTS FROM OTHERS STOP HE DOES NOT ESTABLISH SATISFACTORY CONTACT WITH FIELD MEN AND DOES NOT COMMAND CONFIDENCE OF SUBORDINATES IN HIS LEADERSHIP AND CAPABILITY STOP HE IS NOT DEPENDABLE STOP IS NOT REGARDED FULLY COMPETENT TO PROPERLY HANDLE ALL IMPORTANT AND EMERGENCY MATTERS DURING EXTENDED ABSENCES OF SUPT STOP APPARENTLY NO POSSIBILITY HIS IMPROVEMENT ACCOUNT AGE AND HIS UNWILLINGNESS TO ADMIT HIS FAULTS AND ATTEMPT TO OVERCOME THEM STOP FOREGOING BASED UPON HIS FORMER SERVICE OF SEVERAL YEARS AS ASST SUPT THIS DISTRICT STOP THIS OFFICE MADE NO ADVERSE REPORT IN ABSENCE OF ANY CRITICAL SITUATION AND IN HOPE HE WOULD DEVELOP OR EVENTUALLY BE SHIFTED TO MORE SUITABLE POSITION

DIBRELL

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

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

DEPARTMENT OF COMMERCE
APR 13 1935
APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE

5

1935 APR - 12 - AM 10 : 10

April 10, 1935.

CHIEF CLERK

Secretary of Commerce:

In accordance with the informal request of the Chief of the Appointment Division, there is herewith inclosed a supplemental memorandum by the Bureau's Administrative Assistant on the Bureau's pending recommendation for the demotion of Mr. C. N. Elliot, Assistant Superintendent of the 19th district. There is also inclosed a copy of the Deputy Commissioner's memorandum in the case dated March 20, 1935, giving a statement of his views based on his study and observation of the problem during an inspection of the 19th district last fall.

H. R. Putnam

RG-EK

Commissioner of Lighthouses.

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

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

April 10, 1935.

Demotion of C. N. Elliot, Assistant Superintendent, 19th district.

With reference to informal request of the Chief, Division of Appointments, for further statement in the above mentioned case, the following is submitted:

Secretary of Commerce:

In accordance with the informal request of the Chief of the Appointment Division, there is herewith inclosed a supplemental memorandum by the Bureau's Administrative Assistant on the Bureau's pending recommendation for the demotion of Mr. C. N. Elliot, Assistant Superintendent of the 19th district. There is also inclosed a copy of the Deputy Commissioner's memorandum in the case dated March 20, 1935, giving a statement of his views based on his study and observation of the problem during an inspection of the 19th district last fall.

G. R. Putnam

RC-EK Commissioner of Lighthouses.

1. As to efficiency ratings prior to those of June 30 and December 31, 1934, the absence of unfavorable official ratings is attributed to the reluctance of [illegible] to place unfavorable record and thereby [illegible] improvement in [illegible] unfavorable action. It appears that [illegible] accruing conditions [illegible] through much the same [illegible] apparently his service [illegible] but that it [illegible] would probably have initiated disciplinary action, had not the opportunity for his transfer occurred. Reference is made to Superintendent Dibrell's radiogram of March 21st. His belief that a change of enviornment would result in improved efficiency was a natural view to take, and apparently for a time in the 19th district it had this effect. It should be born in mind that Mr. Elliot went to the 19th district as Assistant Superintendent at the same time that Mr. Edgecomb became Superintendent, that obviously the latter [illegible] for some time in organizing and consolidating control in the district and his new responsibilities, his attention being more particularly on his own individual duties, and that he would normally give his assistant who was new to the district reasonable time and opportunity to become established in the new situation.

2. Elliot's increase in pay from $3400 to $3800 was in reality an automatic one, as the position of Assistant Superintendent in the 19th district was in the range $3800-$4600 and he necessarily went to the minimum pay of the range, whereas the corresponding position in the 16th district at that time was in the range $3200-$3800; it has since been allocated to the range $3800-$4600. Mr. Elliot's transfer to the 19th district was not regarded by the Bureau as a promotion in the usual sense, notwithstanding an increase in pay was involved. There is always difficulty in obtaining employees with experience to take positions in the outlying territory comprising the 19th district, and Mr. Elliot was practically the only person available, the assistant engineer in the 19th district not being regarded as sufficiently experienced at that time.

It does not appear from the records that at the time of Elliot's transfer the Superintendents of the 16th and 19th districts communicated with each other regarding Elliot's efficiency or suitability.

W. P. Harman

Administrative Assistant

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

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

Demotion of C. N. Elliot, Assistant Superintendent, 19th district.

With reference to informal request of the Chief, Division of Appointments, for further statement in the above mentioned case, the following is submitted:

1. As to efficiency ratings prior to those of June 30 and December 31, 1934, the absence of unfavorable official ratings is attributed to the reluctance on the part of Elliot's superiors to place a cloud on his record and their continued expectation or hope that he would demonstrate improvement in the future that would justify suspension of such unfavorable action. It appears that Elliot's unsatisfactory service has been a gradually accruing condition possibly in part due to advancing age, and that it has gone through much the same course both in the 16th and the 19th districts. Apparently his service in the 16th district was reasonably satisfactory for a time, but that it gradually deteriorated until the Superintendent would probably have initiated disciplinary action, had not the opportunity for his transfer occurred. Reference is made to Superintendent Dibrell's radiogram of March 21st. His belief that a change of enviornment would result in improved efficiency was a natural view to take, and apparently for a time in the 19th district it had this effect. It should be born in mind that Mr. Elliot went to the 19th district as Assistant Superintendent at the same time that Mr. Edgecomb became Superintendent, that obviously the latter was engrossed for some time in organizing and consolidating control in the district under his new responsibilities, his attention being more particularly on his own individual duties, and that he would normally give his assistant who was new to the district reasonable time and opportunity to become established in the new situation.

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It does not appear from the records that at the time of Elliot's transfer the Superintendents of the 16th and 19th districts communicated with each other regarding Elliot's efficiency or suitability.

W. P. Harman
Administrative Assistant

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

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

March 20, 1935.

Memorandum to Commissioner:

The case of Assistant Superintendent C. N. Elliot, 19th District, is a difficult one to handle in strict line with the best interests of the Lighthouse Service without imposing upon Mr. Elliot some hardship, perhaps even beyond what is personally merited by any positive actions on his part. If he were retirable at the age of 65 (he is now 63), I would suggest that he be allowed to remain on his present duty to that time. Owing to the age at which he entered the Service, he will, however, not be retirable until the age of 70, and I am of the opinion that the best interests of the Lighthouse Service require his transfer and demotion.

The following statement by the Superintendent to Assistant Superintendent Elliot sets forth well to my mind the desirable action in this case: "It is my purpose to recommend to the Bureau either that you be transferred to another district in an appropriate position where less arduous field duties are involved, covering both landings in the open sea and where a larger office technical personnel will permit your assignment to more detail and specific duties, for which you are primarily suited, namely, architectural drafting, and the preparation of architectural specifications and data involved, or that your duties be reclassified and certain reassignment of personnel be made in the technical force of this district so that the Superintendent may have in fact, as well as in name, an Assistant Superintendent with physical and technical ability to initiate, organize, direct and consummate all District technical and construction projects and administer the technical branch of the 19th District, as intended and required by the Regulations and as so outlined by the District administration chart."

The Bureau, however, has not been able to locate a position of this nature where Mr. Elliot's services could be profitably employed. In my judgment Mr. Elliot has not the desirable qualifications to render efficient service as Assistant Superintendent of the 19th district where the staff is not sufficiently large to permit much division of labor, and where there is insufficient work in the line of architectural design and specification to occupy any large proportion of his time and where a much larger proportion of the work is in the mechanical and electrical technical field and in the coordination and follow-up of the execution of a comparatively large number of small field projects. Mr. Elliot served in the 16th District before going to Honolulu, and I recommend that a report be requested from the 16th Superintendent, giving his opinion as to the qualifications of Mr. Elliot for the duties of Assistant Superintendent and the character of services rendered while in the 16th District.

My observations of the conduct of the work in the 19th District were

on the whole very favorable and I found the Superintendent's standing in community and public relations to be excellent. In short, I believe Mr. Elliot to be a square peg in a round hole, unfitted for his present position, and recommend that he be removed therefrom by transfer to the most suitable position available in some mainland district, which at the present time appears to be that of Keeper of Alki Point Light Station near Seattle. Mr. Flood suggests that as an alternative to this, he might be placed on furlough pending the availability of a suitable position in the technical administrative staff, or as a foreman in some Pacific Coast district, but in view of the location and otherwise favorable conditions surrounding the Alki Point Station, it seems probable that Mr. Elliot would prefer this assignment to a furloughed status pending the occurrence of more suitable vacancy.

If funds should later become available for the increase of the technical staff of the 17th Superintendent, with a view to the permanent detail of an officer to a sub-office in Seattle, a vacancy in the staff of the 17th Superintendent might thereby arise.

L. D. King
Deputy Commissioner.

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

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

March 30, 1935.

Secretary of Commerce:

In connection with the attached nomination for the demotion of Charles N. Elliot, assistant superintendent in the 19th lighthouse district at Honolulu, Hawaii, to a position of keeper at Alki Point Light Station, Washington, in the 17th district, the following inclosures and comments are submitted for the Department's information and consideration:

1. 19th Superintendent's letter dated June 30, 1934, regarding an efficiency report on Mr. Elliot.
2. Bureau letter dated July 19, 1934, to the 19th Superintendent regarding this efficiency report.
3. Bureau letter to Mr. Elliot dated July 19, 1934, advising him of the need for improving his efficiency.
4. 19th Superintendent's letter dated February 4, 1935, to Bureau regarding Mr. Elliot's efficiency during the last half of 1934.
5. Bureau letter dated February 6, 1935, to Mr. Elliot regarding this.
6. Mr. Elliot's letter to Bureau dated March 15, 1935, and its inclosures.
7. 16th Superintendent's radiogram to the Bureau dated March 21, 1935, regarding Mr. Elliot's service in that district.

After careful consideration, the Bureau is convinced that it is necessary for the good of the Service that Mr. Elliot be not continued in his present capacity as Associate Engineer (Assistant Superintendent) in the 19th district for the reason that he has not the desirable qualifications for efficicient service as Assistant Superintendent of the 19th district, where the staff is not sufficiently large to permit much division of labor, and where there is not enough work in Mr. Elliot's special line of architectural design and specification, most of the district technical work being in the mechanical and electrical field and the supervision of a comparatively large number of small field projects. Mr. Elliot is going on 63 years of age and has been in the Service more than 20 years, of which the period since January 1, 1930 has been in his present position in the 19th district, and while this has been fully taken into account, his not having qualifications suitable to his present position is considered to make the proposed action necessary in the interest of the Service.

The transfer proposed is not regarded as necessarily a permanent assignment, and is primarily proposed because Mr. Elliot's relief from his present position is deemed imperative and this keeper position the most suitable vacancy now available. In the event of future vacancies suitable to Mr. Elliot's capabilities, consideration will be given to his further transfer. The position of keeper at Alki Point is provided with a family dwelling and

DEPARTMENT OF COMMERCE
APR 3 1935
APPOINTMENT DIVISION

is located in the city of Seattle, where it is understood Mr. Elliot has family connections. The station is one of the most desirable in that district.

Prior to his present assignment in Honolulu, Mr. Elliot served as Assistant Superintendent in the 16th district in Alaska, and particular attention is invited to the last inclosure above cited with regard to his services in that district, which is also one of the smaller districts not having enough architectural work to limit the Assistant Superintendent's duties mainly to that line.

H R Putnam

RG-EK

Commissioner of Lighthouses.

DEPARTMENT OF COMMERCE
1935 APR 2 PM 2:35
CHIEF CLERK

RRT:DSB

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
PORTLAND, OREG.

IN REPLYING REFER TO
DATE OF THIS LETTER AND
FILE No.

DC

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT, 17TH DISTRICT
PORTLAND, OREG.
May 27, 1935.

CONFIDENTIAL

Commissioner of Lighthouses,
Washington, D. C.

1. Replying to the Commissioner's letter of May 23, regarding the case of Mr. C. N. Elliot, and in the order of the points enumerated therein:

(1) On assuming charge of the 19th District in May, 1922, and for some months thereafter the attitude of Assistant Superintendent Edgecomb was in a way challenging and antagonistic to the changes in district administration made at that time. This no doubt was a result of the controversies and unpleasant conditions which had existed in that district previously for a considerable period, and was so regarded by the undersigned. Eventually the Assistant Superintendent was given to understand his exact status in the organization, the functions expected of him, and the results for which he would be held responsible. Thereafter there was no cause for criticism of his work as Assistant Superintendent except possibly his failure to anticipate recommended projects with the preparation of preliminary plans, but this in no way affected current work. There was some evidence of friction between the Assistant Superintendent and the clerical section of the office on some occasions during protracted absence of the Superintendent but not of a character requiring official notice; however, nothing of that kind affecting the technical force ever came to the Superintendent's attention. His manner in handling assistants and field employees at times was brusque but was regarded as a personal characteristic not affecting his efficiency.

(2) Mr. Elliot reported for duty in the 16th district only a short time before the departure of the undersigned to enter the army in 1918, he being under the immediate supervision of the writer only about three months, a period too short for forming conclusive opinions. During that time, however, it was found that Mr. Elliot appeared to have sufficient knowledge of general construction to prepare drawings and the usual specifications for such work when furnished with original designs, general drawings and instructions as to type of construction desired. In that connection, however, he seemed to show a lack of initiative and depended on definite instructions in all matters, this characteristic having been particularly noticeable because his predecessor, W. G. Will required no such detailed supervision and direction. At the

time, this was laid to lack of experience in field work of this Service and in the district. Lack of diligence might be indicated by meager results noted on return of the undersigned from absenced in the field, which were excused for reasons indicated above involving lack of initiative and inexperience. In the light of subsequent information, it is believed that lack of diligence was more correctly the reason for such deficiencies, it seeming to have been characteristic of Mr. Elliot to slow up and avoid any unnecessary application toward expediting work in hand during the absence of his immediate superior and free from immediate supervision. Mr. Elliot was a good draftsman so far as technique is concerned, but altogether too slow to be rated high in that capacity and for that reason would not be recommended for a regular position in that capacity. There was no opportunity during that period to form any judgment regarding his administrative capacity. Neither was there any occasion during that period to make reports or recommendations regarding his efficiency or regarding his suitability for promotion.

(3) There is no appointed position in the technical organization of this district which Mr. Elliot is considered satisfactory to fill. The only work for which he would be given consideration would be that of foreman in charge of field work of sufficient size to require his full time for supervision and attendant paper work, or as inspector on contract work of similar magnitude. There is no such work at present in this district although the project contemplated at Tongue Point Lighthouse Depot would be of that character. The regular foremen in this district are working foremen who perform the various jobs throughout the district by working themselves at their own and related trades in which they are proficient while at the same time directing the work of helpers and other labor necessary. Should there be opportunity elsewhere in this Service for supervising a P.W. project in the field of a magnitude justifying the employment of a special general foreman performing the duties ordinarily indicated by Superintendent of Construction, it is believed that Mr. Elliot would be entirely satisfactory and that is the only class of work or position for which the undersigned feels justified in recommending him. In this connection, however, it is altogether possible that in a district such as the Third, where construction and repair work are of sufficient volume to require the whole time of an employee on that class of work alone Mr. Elliot might give satisfactory service.

(4) Mr. Elliot reported at this office on May 1 in compliance with Bureau instructions, for assignment to duty, and was assigned to fill the position of keeper, Alki Point Light Station, Wash., vacant since April 1/ for that purpose at Bureau request. Insufficient time has elapsed to make an intelligent report, but it is already evident from information reaching the Superintendent that Mr. Elliot regards his present assignment as merely temporary pending his transfer to

some other position of higher rating. Realizing Mr. Elliot's lack of first-hand knowledge of the operation of a station, the Superintendent directed the assistant keeper to acquaint Mr. Elliot with all details regarding its operation and administration. Statements by the assistant keeper indicate, however, that Mr. Elliot evidences little interest in acquiring such knowledge and seems indifferent to complying with certain regulations governing stations such as smoking in certain buildings, etc. Mr. Elliot advised the undersigned that he accepted this assignment because he needed employment and for that reason was in no position to resign. Unless something more desirable is offered him, it is probable he will perform his duties as keeper so far as necessary to prevent his separation, but it is doubtful if that situation will prove satisfactory to anyone concerned, or to the morale of keeper personnel.

R. R. Tinkham
Superintendent of Lighthouses

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

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

May 25,1935

Commissioner of Lighthouses:

With reference to my observations of the services of Chas.H. Elliot, the Bureau will find from my inspection records in the office files ~~that~~ as a part of the duties of the Superintendent on General Duty, which position I filled for six years, that an effort was made to appraise the efficiency of the technical force contacted in the various districts at the time district inspections were made, submitting conscientious comments and recommendations on the value of this personnel toward the upbuilding of an engineering staff qualified to administer the Service according to the high standards desired.

Particular attention was given to Mr. Chas. H. Elliot among others due to the fact that his reputation among his associates for ability was unsatisfactory and he had been relegated to a position in which he was a figure head only. Apparently he could not be trusted to assume responsibility for any worth while project in his line of work to take charge and pushed it through to satisfactory completion.

With reference to my report dated February 2,1928, the following notes were made in connection with Mr. Elliot:

"The Superintendent does not have a competent understudy(referring to Mr. Elliot). Such material is not available in Lighthouse Engineer Elliot. Mr. Elliot should not be considered for advancement.

"It does not appear that the lighthouse engineer(Mr. Elliot) assumes enough authority nor takes sufficient initiative in the management of the field work which is left largely to the field foreman Harris. Assistant Superintendents ought to prepare the work for field forces and to do this in as much painstaking detail as possible, with estimates, schedules of materials, etc. Much tenhnical engineering matter is handled by the Chief Clerk that ought to be handled by the lighthouse engineer--.

"Personnel in district office, depot, shops and on tenders are competent and efficient with exception of reference above.

"The assistant superintendents do not spend sufficient time in the field nor keep close enough to the practical execution of field work and work at the depot".

At the time of this inspection in the 16th lighthouse district in Alaska, it was understood that due to the difficulty of getting competent technical men in Alaska, Mr. Elliot had been permitted to remain in his position, although he was in no sense filling it satisfactorily.

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BUREAU OF LIGHTHOUSES

WASHINGTON

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"It does not appear that the lighthouse engineer(Mr. Elliot) assumes enough authority nor takes sufficient initiative in the management of the field work which is left largely to the field foreman Harris. Assistant Superintendents ought to prepare the work for field forces and to do this in as much painstaking detail as possible, with estimates, schedules of materials, etc. Much tenhnical engineering matter is handled by the Chief Clerk that ought to be handled by the lighthouse engineer--.

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At the time of this inspection in the 16th lighthouse district in Alaska, it was understood that due to the difficulty of getting competent technical men in Alaska, Mr. Elliot had been permitted to remain in his position, although he was in no sense filling it satisfactorily.

Several years later on the next inspection I found Mr. Elliot in Honolulu, transferred to the 19th district, generally understood by me as a matter of expediency to give the Alaska district a better organization.

The same observations in regard to Mr. Elliot were made at that time. The new superintendent, Mr. Edgecomb complained about the transfer of Elliot to his district, but being newly appointed as superintendent he intimated that he would make the best of the situation.

It is obvious to anyone with engineering training that Elliot has been carried along fortunately for him, without justification. He lacks the ability to plan, organize and execute. He might serve as draftsman in a minor capacity, or a lighthouse keeper, under careful direction, but cannot be placed in a position of responsibility in any important engineering work. When he was last seen by me his memory seemed to be failing.

F. P. Dillon

F. P. DILLON.

FPD/C

DEPARTMENT OF COMMERCE
MAY 21 1935
APPOINTMENT DIVISION

APPOINTMENT DIVISION

May 20, 1935.

Memorandum for Mr. Kerlin

Regarding the case of Charles N. Elliot:

Captain King advised this office today that Mr. Elliot has been assigned to temporary duty in the Seventeenth Lighthouse District, Portland, Oregon, since the expiration of his leave on April 30. Captain King further stated that he had discussed Mr. Elliot's case with Assistant Secretary Mitchell on May 15 and that the latter advised him there would be no objection to continuing Mr. Elliot at his present rate of compensation ($4000 per annum) pending the Department's decision.

Enclosure
D:DSE

DEPARTMENT OF COMMERCE

OFFICE OF THE ASSISTANT SECRETARY

WASHINGTON

May 20, 1935.

MEMORANDUM

From: Mr. Mitchell

To: Mr. Putnam.

With reference to the proposed transfer of Charles N. Elliot from the office of Assistant Superintendent in the 19th Lighthouse District to the position of Keeper of Alki Point Lighthouse, with a reduction in his compensation from $4000 to $1740 per annum, I am not disposed to approve such a drastic demotion of this Civil Service employe, on the charges preferred by Superintendent Edgecomb, on the record now before me.

The memorandum submitted to Mr. Kerlin by the Appointment Division shows that Mr. Elliot has been in the service for twenty years, that he has arrived at his present position through successive promotions, which I assume were duly approved by his superior officers, and that the records of the Appointment Division "contain nothing derogatory to Mr. Elliot."

It further appears that he served twelve years in the 16th District and, so far as the record before me shows, with no criticism of his work during his service there from the Superintendent of that District. It is rather astonishing now to learn that Superintendent Dibrell has entertained so poor an opinion of Mr. Elliot's ability but has hitherto concealed Mr. Elliot's unsuitability for his post from the Commissioner, although it was Mr. Dibrell's duty to make such disclosure.

The record before me would seem to indicate that Superintendent Edgecomb did not apprise the Bureau that Mr. Elliot's services were unsatisfactory until he submitted the June 30, 1934, efficiency report, although Mr. Elliot then had been serving as Assistant Superintendent in the 19th District for more than four years. Certainly, it should not have required so long a period for Mr. Edgecomb to ascertain that Mr. Elliot was unfitted for his responsible position, if the Superintendent himself is competent.

The intemperence displayed by Superintendent Edgecomb in his official communications to Mr. Elliot, and the petty criticisms embodied in his memoranda, indicate an active personal animus and hostility toward Mr. Elliot which materially lessens the weight that ordinarily should be given to the report of an official superior. Moreover, the documents and explanations Mr. Elliot has submitted in reply to the Superintendent's indictment would seem to contradict many of the charges.

I am persuaded that the best interests of the Lighthouse Service require that either Mr. Edgecomb or Mr. Elliot should be transferred to another district, but I am not persuaded that a sufficient showing has been made to justify penalizing Mr. Elliot alone for the situation that has developed. Justice and fair play demand, in my opinion, that all the facts should be more critically examined.

Accordingly, will you be good enough to supply the following:

1. The names and present assignments of the Superintendents under whom Mr. Elliot served in the 16th District.

2. Copies of all efficiency ratings on Mr. Elliot during his service as Assistant Superintendent in both the 16th District and 19th District.

3. Copies of all letters and office memoranda concerning Mr. Elliot's services, either commendatory or otherwise, including particularly all communications concerning his transfer to his present position.

4. A review by your Bureau, from a technical standpoint, of Mr. Elliot's memorandum dated March 15, 1935, and attachments thereto, in which he answers the charges preferred against him by Superintendent Edgecomb.

5. Your further recommendation for possible solution of the personnel problem presented, without drastic demotion of Mr. Elliot in rank or pay.

The files submitted to me are returned herewith, but should be resubmitted with your reply to this memorandum.

E. Y. Mitchell.

E. Y. Mitchell.

May 9, 1935.

1. The charges preferred against Assistant Superintendent Elliott are of such sweeping nature as to indicate that not only is he totally unfit for his position at the present time, but must have been totally incompetent throughout most of his previous 20 years of service. However, these charges in their entirety are based on statements of Superintendent Edgecomb, his immediate superior for the past four years, with the exception of what is apparently a perfunctory questioning by the Examiner after the charges had been filed--a half hour chat with the Deputy Commissioner after the charges had been filed--and a telegram from his previous superior, the Superintendent of the 16th district.

2. From the evidence submitted in this case, the following facts are self-evident beyond question of dispute:

(a) Superintendent Edgecomb nurses an amazing dislike and personal animosity for his subordinate which clearly colors his comments not only as to this man's discharge of duties and ability, but also regarding his physical condition and personality. In addition to his many sweeping generalities regarding his Assistant's incompetency, Superintendent Edgecomb has cited specific instances of dereliction of duty. In practically all of these specific cases cited, the Assistant Superintendent has submitted official records disputing the charges made by the Superintendent, except in one or two minor instances where he simply admits his deficiency; in fact, a carefuly study of the charges cited by the Superintendent and the answers submitted by the Assistant Superintendent shows in every case such a complete divergence that the veracity of one or the other must be questioned. Since the Superintendent's statements are so obviously influenced by a pronounced dislike for his subordinate and since the Assistant Superintendent's answers to the various charges are apparently supported by official records, fair play and justice would indicate that a further impartial but exhaustive inquiry be made regarding the activities and performance of duties of both the Superintendent and the Assistant.

(b) There is no evidence to indicate that the recommendations of the Examiner and the Deputy Commissioner are based on more than a perfunctory chat with the defendent after the charges had been preferred. On the other hand, there is evidence to indicate that due to the Assistant being ordered to the field during their visit, the Superintendent, both by circumstances and the prestige of his office, had opportunity to mislead them because of his personal feelings so evident regarding this case. Therefore, again fairness and justice dictate the necessity for a more adequate investigation, especially since their recommendations contain no additional proof of the Assistant's incompetency, but are merely a concurrance in the Superintendent's charges, practically all of which the Assistant disputes with official records.

(c) The telegram from the Superintendent of the 16th district contains such serious charges and has such a decisive effect on the future of the Assistant Superintendent that it should not be accepted until it has been fully supported by specific evidence from the official records of the district. Inasmuch as Assistant Superintendent Elliott was stationed in this district for over 10 years, during which time he was promoted several grades, culminating in his transfer to the 19th district as Assistant Superintendent--during which all these years there has been not a single thing in the official files to indicate his incompetency--on the other hand he (Elliott) refers to numerous records apparently indicating normal efficiency, it is hard to understand the basis on which the telegram from the Superintendent of the 16th district finds evidence to substantiate such serious charges. If, as indicated in this telegram, Elliott actually was for all these years the incompetent and misfit he is now charged with being, an immediate investigation should be made of the 16th district to determine why this information was not made a matter of official record and the incumbent accordingly dealt with years ago.

3. In conclusion there is enough evidence already submitted in this case to clearly indicate not only the possibility, but probability of persecution. The charges of the Superintendent are so intemperate and biased; the investigation so perfunctorily and limited; and Assistant Superintendent Elliott's answers so well prepared and supported by official records as to almost provide a refutation of most of the Superintendent's charges, that there is no doubt but there should be an impartial and sweeping investigation of this case before the drastic action proposed is approved. There is probably no doubt that a transfer should be arranged as Assistant Superintendent Elliott indicates in his answer that he has no desire to attempt further work under the direction of a man who is obviously prejudiced and biased. The drastic demotion, however, in all justice and fairness, should not be approved until a complete investigation has conclusively proven the Superintendent's charges, in which case further action should be taken against Assistant Superintendent Elliott's past superiors to determine why such an incompetent as these charges would indicate he is, was allowed to abuse his office for so many years.

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

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

DEPARTMENT OF COMMERCE
APR 25 1935
APPOINTMENT DIVISION

April 24, 1935.

DEPARTMENT OF COMMERCE
MAY 29 1935

Memorandum to Chief of Appointment Division, Commerce.

Referring to the case of C. N. Elliot, Assistant Superintendent, 19th Lighthouse District, whose demotion was recommended by the Bureau:

The Department is informed that Mr. Elliot's leave of absence, during which time he is in the continental United States, will expire April 30 and it will materially assist the Bureau's plans if information as to the disposition of his case may be available by that date.

For the Commissioner:

W. P. Harman
Administrative Assistant

WPH-EK

April 24,

Memorandum to Chief of Appointment Division, Commerce.

Referring to the case of C. N. Elliot, Assistant Superintendent, 19th Lighthouse District, whose demotion was recommended by the Bureau:

The Department is informed that Mr. Elliot's leave of absence, during which time he is in the continental United States, will expire April 30 and it will materially assist the Bureau's plans if information as to the disposition of his case may be available by that date.

For the Commissioner:

W. P. Harman
Administrative Assistant

WPH-EK

For the Commissioner:

Dist
Temp duty, 17th Lighthouse Dep.
~~Has~~ been paid to May 5 at
present rate ($4000). Will
be continued at same rate pending
dept decision, by direction of
Asst Secy Mitchell, says Capt
King 3/20/35 D

APPOINTMENT DIVISION

April 16, 1935.

Memorandum for Mr. Kerlin

Herewith is recommendation from the Bureau of Lighthouses for the transfer and demotion of Charles N. Elliot from lighthouse engineer (Assistant Superintendent) of the Nineteenth District, Honolulu, Hawaii, at $4,000 per annum to keeper of Alki Point Lightstation, Seattle, Washington, at $1,740 per annum.

Mr. Elliot will become 63 years of age on October 28, next. He entered on duty as assistant keeper of Tongue Point Lightstation, Oregon, on October 21, 1915; was transferred to the Sixteenth District, Ketchikan, Alaska, as foreman at $1,500 on March 6, 1918; and became Assistant Superintendent of that district on August 22, 1918, in which capacity he served until January 1, 1927, when his status was changed to associate lighthouse engineer at $3,200. On January 1, 1930, he was transferred to his present position in the Nineteenth District at which time his compensation was increased from $3,400 to $3,800, the minimum of the range for that position in the Nineteenth District.

The records of this office contain nothing derogatory to Mr. Elliot. However, the enclosures accompanying the Bureau's recommendation disclose that on June 30, 1934, the Superintendent of the Nineteenth District advised the Bureau in connection with efficiency report in the case of Mr. Elliot that his services were unsatisfactory because of indolence and lack of initiative, as well as inefficiency as Assistant Superintendent and recommended his transfer to another district or demotion in the Nineteenth District. The Bureau under date of July 19, 1934, advised the Nineteenth District Superintendent that in view of Mr. Elliot's length of service it desired to give him another opportunity to render satisfactory service and to inform the Bureau further with efficiency report and recommendation as of December 31, 1934. On the same date the Commissioner addressed a letter to Mr. Elliot advising him of the Superintendent's adverse report in his case; that further report would be made December 31; and that continued inefficiency must result in serious action being taken in the interest of the service.

On February 4, 1935, the Superintendent reported that Mr. Elliot had improved in certain respects, but stated that so far as engineering ability and executive capacity were concerned his services were still unsatisfactory; that Mr. Elliot had not only been found lacking in initiative but actually derelict in the maintenance and upkeep

of the automatic aids to navigation. The Superintendent again recommended that Mr. Elliot be transferred to any engineering or other position available. The Superintendent's report was transmitted to Mr. Elliot by the Commissioner on February 6, 1935, at which time he was advised that any statement he might desire to make should be forwarded through the Superintendent promptly upon receipt of the Bureau's letter. Mr. Elliot's reply of March 15, 1935 (copy attached) denies the Superintendent's accusations which he attributes to animus and also refers to the brief time afforded him to present his side of the case to the Bureau's examiner (Mr. Flood) and to the Deputy Commissioner when those gentlemen visited Honolulu in 1934. There is also attached letter of May 16, 1934, from the Superintendent to Mr. Elliot specifying the various reasons for the former's complaint against the latter, together with copy of Mr. Elliot's reply to the Superintendent under date of June 5, 1934.

In view of the drastic action recommended in Mr. Elliot's case this office requested the Bureau informally to furnish a statement concerning his efficiency rating as Assistant Superintendent in the Sixteenth District at Ketchikan and whether the Superintendent of the Nineteenth District was advised of Mr. Elliot's shortcomings before his transfer to the position of Assistant Superintendent in the Nineteenth District. There is attached a copy of the Sixteenth District Superintendent's telegram of March 21, 1935, to the Commissioner stating that Mr. Elliot's services in the Sixteenth District were unsatisfactory and that he made no adverse report in the absence of any critical situation in the hope that he would develop or eventually be shifted to a more suitable position. There are also herewith memoranda from Mr. Harman and Deputy Commissioner King containing supplemental information on the points raised informally by this office.

The Bureau's letter of March 30 (herewith) states that the transfer and demotion of Mr. Elliot to the Alki Point Lightstation at Seattle is not necessarily regarded as a permanent assignment but is proposed because relief of Mr. Elliot from his present position is deemed imperative and that the keeper position mentioned is the most suitable vacancy now available. It is also stated that in the event of further vacancies suitable to Mr. Elliot's capabilities consideration will be given to his further transfer.

Enclosure
FAD:B

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

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

March 30, 1935.

Secretary of Commerce:

In connection with the attached nomination for the demotion of Charles N. Elliot, assistant superintendent in the 19th lighthouse district at Honolulu, Hawaii, to a position of keeper at Alki Point Light Station, Washington, in the 17th district, the following inclosures and comments are submitted for the Department's information and consideration:

1. 19th Superintendent's letter dated June 30, 1934, regarding an efficiency report on Mr. Elliot.
2. Bureau letter dated July 19, 1934, to the 19th Superintendent regarding this efficiency report.
3. Bureau letter to Mr. Elliot dated July 19, 1934, advising him of the need for improving his efficiency.
4. 19th Superintendent's letter dated February 4, 1935, to Bureau regarding Mr. Elliot's efficiency during the last half of 1934.
5. Bureau letter dated February 6, 1935, to Mr. Elliot regarding this.
6. Mr. Elliot's letter to Bureau dated March 15, 1935, and its inclosures.
7. 16th Superintendent's radiogram to the Bureau dated March 21, 1935, regarding Mr. Elliot's service in that district.

After careful consideration, the Bureau is convinced that it is necessary for the good of the Service that Mr. Elliot be not continued in his present capacity as Associate Engineer (Assistant Superintendent) in the 19th district for the reason that he has not the desirable qualifications for efficicient service as Assistant Superintendent of the 19th district, where the staff is not sufficiently large to permit much division of labor, and where there is not enough work in Mr. Elliot's special line of architectural design and specification, most of the district technical work being in the mechanical and electrical field and the supervision of a comparatively large number of small field projects. Mr. Elliot is going on 63 years of age and has been in the Service more than 20 years, of which the period since January 1, 1930 has been in his present position in the 19th district, and while this has been fully taken into account, his not having qualifications suitable to his present position is considered to make the proposed action necessary in the interest of the Service.

The transfer proposed is not regarded as necessarily a permanent assignment, and is primarily proposed because Mr. Elliot's relief from his present position is deemed imperative and this keeper position the most suitable vacancy now available. In the event of future vacancies suitable to Mr. Elliot's capabilities, consideration will be given to his further transfer. The position of keeper at Alki Point is provided with a family dwelling and

is located in the city of Seattle, where it is understood Mr. Elliot has family connections. The station is one of the most desirable in that district.

Prior to his present assignment in Honolulu, Mr. Elliot served as Assistant Superintendent in the 16th district in Alaska, and particular attention is invited to the last inclosure above cited with regard to his services in that district, which is also one of the smaller districts not having enough architectural work to limit the Assistant Superintendent's duties mainly to that line.

RG-EK

G. R. Putnam
Commissioner of Lighthouses.

Form S. S.-93

PERSONNEL RECOMMENDATION

DEPARTMENT OF COMMERCE
APR - 3 1935
APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE
WASHINGTON

Bureau of Lighthouses Date March 30, 1935

The Secretary of Commerce:

The following personnel change is respectfully recommended:

Nature of recommendation [1] Transfer and change in designation, and demotion

Civil service authority

Name Charles N. Elliot Eod Aug 1913.

Legal residence Ore.

	FROM—	TO—
Position	~~Associate~~ Lighthouse Engineer, (Assistant Superintendent)	Keeper
Classification	Field (Range $3800-4600)	Field (range $1380-1740)
Salary	$4000 per annum	$1740 per annum
Station	19th Lighthouse District, Honolulu, T. H.	Alki Point, Washington, 17th Lighthouse District.
Appropriation [2]	Salaries, Lighthouse Service	Salaries, Keepers of Lighthouses

Vice William Auld (Lt.#350) 4,560 Retired

Effective date to be reported

Remarks:

Attention is invited to accompanying letter of recommendation of even date.

date 6-7-9

H R Putnam

Commissioner of Lighthouses

(For use of Department)

THIS IS A CIVIL SERVICE POSITION

Action O. K.
Kerlin
Adm. Asst. to Secy.

APPOINTMENT DIVISION
NECESSARY ACTION TAKEN
JUL - 2 1935
DEPARTMENT OF COMMERCE

APR 18 1935
EWING V. MITCHELL

[1] Recommendations for reinstatement must be accompanied by Form S. S.–93A
[2] To be used only by bureaus operating under more than one appropriation unit.

U. S. GOVERNMENT PRINTING OFFICE: 1930 11—8713

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 3, 1930.

C. N. Elliot

(Thru Commissioner of Lighthouses)

Sir:

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

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED JUL 3 1930 ON JOURNAL DEPARTMENT OF COMMERCE

CARDED

From: 3800

To: 4000

LH.Engr. (Asst. Supt.) 19th

Standard Form No. 8
(Approved by the President, May 22, 1925)

RW

DEPARTMENT OF COMMERCE FEB 5 1930 APPOINTMENT DIVISION

CHIEF CLERK 1930 FEB 4 PM 4 00

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes of the United States

Commerce
(Department or Establishment)

Lighthouses
(Bureau or Office)

I, Charles N. Elliot, do
(Name in full, printed or typed)
solemnly swear (or affirm) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter. So HELP ME GOD.

Charles N. Elliot
(Signature of Appointee)

Subscribed and sworn to before me this 24 day of January, A. D. 1930.

at Honolulu, (City or place), T. H. (State)

[SEAL]

T. S. Clark
T. S. Clark
Chief Clerk.

CARDED

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

Position to which appointed Lighthouse Engineer (Assistant Superintendent)

Date of entrance on duty Jan. 1, 1930.

GOVERNMENT PRINTING OFFICE 10—1689

Form A-30

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

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

November 29, 1929.

Mr. Charles N. Elliot,

Through the Commissioner of Lighthouses.

Sir:

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

Lighthouse Engineer (Assistant Superintendent)

in the Lighthouse Service

at a salary of Three Thousand Eight Hundred dollars per annum

effective January 1, 1930.

Nature of appointment: Change from Associate Lighthouse Engineer (Assistant Superintendent) at $3400 per annum.

Civil Service authority:

Classification allocation:

By direction of the Secretary:

Respectfully,

DEC 5 1929

EDW. J. GARDNER

M
19 Chief of Appointment Division.

Appropriation (unit): Field.

Vice: Frederick A. Edgecomb.

Legal Residence: Oregon.

APPOINTMENT DIVISION
ENTERED
DEC 7 1929
ON JOURNAL
DEPARTMENT OF COMMERCE

11-8657

Form S. S.-93

PERSONNEL RECOMMENDATION

DEPARTMENT OF COMMERCE
WASHINGTON

NOV 29 1929 APPOINTMENT DIVISION
DEPARTMENT OF COMMERCE DEC 3 1929 APPOINTMENT DIVISION
1929 NOV 29 PM 3 04 CHIEF CLERK

Bureau Lighthouses Date November 25, 1929

The Secretary of Commerce:

The following personnel change is respectfully recommended:

Nature of recommendation [1] Transfer and promotion To fill Pending Jan.

Name Charles N. Elliot

	FROM—	TO—
Position	(Assistant Superintendent, (Associate Lighthouse Engr.)	(Assistant Superintendent,) (Lighthouse Engineer)
Classification	Field (Range $3200-$3700)	Field (Range $3800-$4400)
Salary	$3400 per annum	$3800 per annum
Station	16th Lighthouse District, Ketchikan, Alaska.	19th Lighthouse District, Honolulu, Hawaii.
Appropriation [2]	Salaries, Lighthouse Service	Salaries, Lighthouse Service

Vice Frederick A. Edgecomb - (Lt.#816) - Promoted to Supt. 3800 Pending

Effective January 1, 1930.

Remarks:

Mr. Elliott entered this Service in 1915 and has served as Assistant Superintendent in the 16th District in Alaska since 1918. He is agreeable to transfer as herein proposed, which is considered in the interest of the Service.

11-29-29

L. R. Putnam

Commissioner of Lighthouses.

(For use of Department)

APPOINTMENT DIVISION
NECESSARY ACTION TAKEN
DEC - 3 1929
DEPARTMENT OF COMMERCE

Action O. K.

Adm Asst. to Secy.

[1] Recommendations for reinstatement must be accompanied by Form S. S.–93A
[2] To be used only by bureaus operating under more than one appropriation unit.

11—8713 GOVERNMENT PRINTING OFFICE

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
KETCHIKAN, ALASKA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

WCD:RH

LIGHTHOUSES
1929 MAR 26 AM 9 03

OFFICE OF SUPERINTENDENT, 16TH DISTRICT
KETCHIKAN, ALASKA

March 16, 1929.

Commissioner of Lighthouses,
Washington, D. C.

Subject: Application for extension of sick leave.

1. Verbal application for waiver of limit of sick leave has been made to this office by Mrs. C.N. Elliot on behalf of her husband, C. N. Elliot, Associate Engineer in this office, who has been in the local hospital since January 26th seriously ill with typhoid fever. Mr. Elliot was taken ill shortly after his return from a vacation in the States. He has been allowed all accrued and unused annual leave brought forward from 1928, thirty days annual leave for 1929 and thirty days sick leave for the current calendar year, all of which will expire at noon on March 18th.

2. If consistent with the Bureau policy, it is recommended that in accordance with Article 450 (b) of the Regulations, limit of sick leave be waived in this instance on account of personal illness of the employee, not to exceed thirty days additional sick leave. Unless this waiver is granted, Mr. Elliot will be off the payroll subsequent to noon on March 18th pending his recovery, and his family needs his salary to meet current expenses which are unusually heavy at this time on account of his illness. He is now convalescing and probably will be able to return to duty within about two or three weeks.

File

Superintendent.

Bureau of Lighthouses, Washington
MAR 28 1929

Submitted to Secretary of Commerce recommended for approval

APPROVED:
ACTING ASSISTANT SECRETARY

Acting Commissioner of Lighthouses.

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

Bureau No. 1833 *Sheet No.* 16(a)-2

Space reserved for the use of the Board

1. Elliot (Surname) Charles (Given name) W. (Initial)

2. Department Commerce
3. Bureau Lighthouses
4. Field service Lighthouse Service
5. (a) Field station 16th District Superintendent's Office
(b) Subdivision
(c) City or town Ketchikan State Alaska

6. Pay roll title Associate Lighthouse Engineer
7. Customary office title Assistant Superintendent
8. Present administrative allocation $3600-$3700
9. Present gross rate of pay $ 3600
10. Deduction for allowances $ - - -
11. Net rate paid in cash $ 3600

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

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

14. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, state kind and annual cost None

15. (a) Regular hours of work: From 8:30 a.m. to 4:30 p.m. (b) How many hours per week excluding unusual or irregular overtime work? Summer 39 Winter 42 (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 None

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? Yes (b) If so, in what way? (See Form 16 before answering) Assigns regular work, instructs others in detail as laid down by a superior such as issuing work orders for construction and repairs to aids to navigation and buildings; makes recommendations on major matters of policy of the district and plans programs and flow of work in regard to construction matters; reviews plans of assistants in regard to technical matters. (c) How many? 6

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.

Dwight A. Chase, Asst. Lighthouse Engineer, Sheet No. 16 (a) 3
Michael Harris, Foreman in charge of field construction parties, Sheet No. 16 (a)-3
William J. Wright, Mechanician, Sheet No. 16 (a)-4
Samuel B. Morris, Machinist, Sheet No. 16 (a)-5
Gus A. Bostrom, Carpenter, Sheet No. 16 (a)-6
Martin Knudson, Blacksmith, Sheet No. 16 (a)7

19. (a) Is the employee in any way directed, supervised, or instructed, or his work reviewed? Yes (b) If so, in what way? (See Form 16 before answering.) Follows prescribed plans, programs and general instructions, but executes details virtually on own responsibility, with only occasional reference to a superior for advice and instructions

20. What is the name, official position, and sheet number of the employee's immediate superior? W. C. Dibrell, Superintendent of Lighthouses, 16th District, Sheet No. 16 (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	X 8	1	2	3	X 4	1	2	3	4	1	2	3	4	1	2	3	4	(Kind)

Other education (describe):

22. What length and kind of experience or other training did the employee possess upon original entrance into this position which was most qualifying or pertinent? Employed as draftsman, architect and foreman of construction for about 20 years.

Percentage of working time

As Associate Lighthouse Engineer (Assistant Superintendent) the writer performs the work described in detail on separate sheets(Nos. 23-a, 23-b & 23-c) attached hereto, under the headings listed below.

The distribution of time devoted to each task cannot well be made on a per diem basis, as there is very little routine work connected with the job, therefore percentages shown hereon are estimated upon a per annum basis.

10 1. Requisitions, Proposals & Purchase Orders.
2 2. Work Orders.
20 3. Estimates.
20 4. Plans.
6 5. Supervision of Works under Repair or Construction.
10 6. Inspection of Depot, Lightstations and Vessels.
1 7. Descriptions of Depot and Lightstations.
2 8. Revision of Light & Buoy Lists.
9. Answers to questions on P.C.B. Form No. 15, page 2, paragraph 5(d).
5 10. Absence of Superintendent.
2 11. Boat Records.
2 12. Surveys of Public Property.
13. U.S. Civil Service Commission - Examining Board.

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.

Charles N. Eliot
(Signature of Employee)
Charles N. Eliot

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.

The above appears to be a very complete statement of the Associate Engineer's duties in this district, and in which I concur.

26. How long have the employee's duties been substantially as described above? Since Oct. 2, 1920 to date.

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

Sept. 22, 1928 (Date)
L. Wood (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 $ 3200 to $ 3700

SEP 22 1928 (Date)
W. C. DIBRELL (Signature of head of field office or station)
Superintendent (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 $ 3200 to $ 3700

OCT 1 1928 (Date)
H. B. BOWERMAN (Signature of head of bureau or his representative)
Acting Commissioner of Lighthouses. (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1928

1. Requisitions,Proposals,Purchase Orders: (a) Prepare requisitions for material, apparatus and equipment required in construction,establishment and maintenance of aids to navigation of various types.

(b) Prepare proposals or purchase orders for materials,tools,equipment, apparatus,furniture and supplies required in the erection of new lightstations and other aids to navigation,or for renewals and improvements to those already in commission. The preparation of proposals requires an intimate knowledge of the requirements of each individual case and the drawing of specifications sufficiently explicit to insure getting the best article obtainable for the purpose intended. Many cases arise where the Government Master Specifications do not apply. Study of catalogues,trade publications and lists of dealers and manufacturers is necessary to secure the best results.

The issuing of purchase orders in amounts of less than $25 entails a knowledge of the market and the obtaining of quotations from dealers either by letter,telephone,telegraph or personal inquiry.

(c) Recommendations to the Superintendent as to the acceptance of proposals most advantageous to the Government in cases of a technical nature,which requires careful study,consideration and comparison of descriptions of competitive articles to decide which best meets the requirements of each individual case.

2. Work Orders: Prepare work orders for construction of new lightstations and other aids to navigation,for repairs and improvements to existing aids and for installation of light and fog-signal equipment. Such orders are submitted to the Superintendent for approval and are signed by him,when they are forwarded to the district foreman,mechanician or other suitable employee for execution under the supervision of either the Associate or Assistant Engineer.

3. Estimates: Prepare estimates of cost of projects ranging from small wooden, piling or concrete structures to lightstations entailing the expenditure of sums up to $200,000. Such estimates require careful consideration of prices of materials and of labor,cost of transportation of men and materials,housing and subsistence of field parties as well as minor items peculiar to each separate job. In Alaska are found conditions which do not occur in the States,owing to the great distances involved,the isolation of the sites and exposure to sea in stormy weather,all of which must be considered as affecting the cost of a project.

4. Plans: Prepare preliminary studies and plans of larger projects for submission,after approval by the Superintendent,to Bureau of Lighthouses.

Develop these plans into working drawings and details,ready for final tracing and blueprinting by the Assistant Engineer. This involves structural and architectural design,computations and stress analyses,using formulas generally accepted in engineering practice.

Prepare original drawings for minor projects or advise the Asst.Engineer in such preparation.

Review and check plans and specifications prepared by the Asst.Engineer before submission to Superintendent for final approval.

5. Supervision of Works under Repair or Construction: Under orders from the Superintendent,visit works under repair or construction for the purpose of inspection and supervision.

6. Inspection of Depot,Lightstations and Vessels: Under instructions by the Superintendent visit depot,lightstations and vessels for purpose of inspections.

Inspections of depot and vessels are made at Ketchikan,Alaska. Lightstations are located from 10 to 1600 miles from the home office,all travel being by water via Lighthouse tenders or commercial vessels. Landings at several stations are made through the surf of the open ocean.

Inspection of the depot or a lightstation requires careful examination of buildings and premises to ascertain if the keepers in charge have maintained everything in a good state of repair,clean and orderly; if the machinery and light are in good condition and functioning properly and if the boats attached to the station are seaworthy and properly cared for. Note is made of the necessity of any repairs or improvements. The neatness,conduct and efficiency of station personnel is noted and rated according to the judgement of inspecting officer. Report of inspection,with suitable recommendations is made on a regular form and submitted to Superintendent.

Inspection of a vessel (two of which are in service in this district) consists of careful examination of hull,superstructure and machinery,and small boats. Any necessary repairs are noted and estimated cost of each made for use when the vessel is dry-docked for annual or semi-annual overhaul. Report is made on a regular form by preparing the material on one's own initiative with appropriate recommendations,and submitted to the Superintendent,who forwards a copy to the Bureau of Lighthouses.

7. Description of Lightstations and Depot: Prepare detailed description of depot and lightstations,covering geographical position of light,location, premises,buildings,illuminating and fog-signal apparatus. Revise existing descriptions to include changes and improvements as made. These data are entered on a regular printed form,a copy of which is forwarded by the Superintendent to the Bureau.

8. Revision of Light & Buoy Lists: Proof sheets of annual issues of light and buoy lists,issued by the Lighthouse Service,are sent to the district for correction and revision. This work is performed by the writer. Correct descriptions of all new aids are obtained from the office files,properly prepared, and inserted in their correct position in the lists in the manner prescribed for the purpose. Careful proof-reading is required and corrections are noted as found necessary. The corrected proofs are returned to the Bureau,final printing done and a copy of the final proofs is sent to the district for a last review and correction by the writer. The lists are then printed and issued by the Bureau of Lighthouses.

9. P.C.B.Form No.15,page 2,paragraph 5(d):

(1) Subject to the directions of the Superintendent,direct,supervise and control all drawings,plans,specifications and estimates,engineering and field repair and construction force.

(2) Submit recommendations to Superintendent relative to field operations and methods of construction and policies with regard thereto to be adopted.

(3) Make decisions on minor problems of construction and design and on important problems of structural design,which latter are subject to review and approval bythe Superintendent or Bureau.

Practically all matters are referred to Superintendent for approval.

(4) See above.
(5) The Territory of Alaska, under direction of the Superintendent of Lighthouses.
(6) Serving under me in a subordinate capacity are one Asst. Engineer, one Chief Clerk and 3 clerks, field foreman, district mechanician, with their workmen ranging in number from 2 to 25, depending upon construction activities; depot keeper and force of 6 men; officers and crews of two vessels, totaling 58 and 43 lighthouse keepers.

10. Absence of Superintendent: In the absence of the Superintendent (P.C.B. Form No.14, Sheet No.16(a)1) from the district office, the writer acts for him in all matters pertaining to the district. (Regulations - Lighthouse Service, 1927, page 4.)

11. Boat Records: A "Boat Record Card" is prepared (by the writer) for each small boat in the district, containing a detailed description of the boat, date and from whom purchased with original cost; a record of all repairs with cost and assignments to lightstations, vessels or depot. There are 56 small rowboats and launches (from 16-ft. to 72-ft. long) in this district.

12. Surveys of Public Property: Acting as one of boards of survey, the writer surveys public property listed as unsuitable by keepers of lightstations and depot or captains of tenders, deciding whether articles in question shall be condemned and destroyed, sold at public auction, or otherwise disposed of. A report is prepared on regular printed form and submitted, with appropriate recommendations, to the Superintendent, who certifies it and forwards a copy to the Bureau.

13. U.S.Civil Service Commission: Under appointment by the C.S.Commission the writer serves as with the Chief Clerk of this office as one of the Board of Civil Service Examiners for the Lighthouse Service, at Ketchikan, Alaska. The local board holds examinations, several times per year, of applicants for positions as lighthouse keepers and officers of vessels. This work, while important, occupies so little time in the course of a year as to be negligible in considering distribution of time for showing percentages.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

Mr. Charles M. Elliott.

Through the Chief, Bureau of Lighthouses

Sir:

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

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

From: $3300

To: $3400

11—9564

L CARDED

APPOINTMENT DIVISION
ENTERED
JUL 2 1928
ON JOURNAL
DEPARTMENT OF COMMERCE

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

December 30, 1927.

Mr. Charles N. Elliot,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective January 1, 1928.

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

By direction of the Secretary.

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

From: $3200 per annum.

To: $3300 per annum.

Service and grade: Field.

Appropriation (unit):

CANCELED

APPOINTMENT DIVISION ENTERED JAN 1 - 1928 DEPARTMENT OF COMMERCE

C
16

GOVERNMENT PRINTING OFFICE 11—9051

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

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

RG-EK

DEPARTMENT OF COMMERCE
JAN 10 1927
APPOINTMENT DIVISION

CHIEF CLERK
1927 JAN 5 PM 4 05

January 8, 1927.

Secretary of Commerce:

1. In reference to Bureau letter of December 23, recommending certain adjustments in the field service under the appropriation, Salaries, Lighthouse Service:

2. It is recommended that adjustment in the case of First Assistant Superintendent Charles N. Elliot, 16th district, from $3200 to $3300 per annum, be cancelled; and that in lieu of this adjustment be made in the case of Assistant Superintendent C. F. Ganong, 16th district, from $2700 to $2800 per annum. The designation of Mr. Ganong under the new system of engineering designations proposed for certain positions is Assistant Lighthouse Engineer.

3. Mr. Ganong has had a number of years experience in technical work under the Army Engineers and in the Lighthouse Service, has a degree of Civil Engineer from Stanford University and is qualified by education and training for the salary recommended.

APPOINTMENT DIVISION
DEPARTMENT OF COMMERCE

CARDED

B
1-10-27

Acting Commissioner of Lighthouses.

APPROVED:

ACTING SECRETARY OF COMMERCE.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

December 4, 1926.

M
r. Charles M. Elliott,

Through the
Commissioner of Lighthouses.

Sir:

On recommendation of the Commissioner of Lighthouses and with the concurrence of the Department and the Civil Service Commission, your designation has been modified, without change of compensation, as indicated below.

, effective January 1, 1927.

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, JAN 10 1927

(SIGNED) CLIFFORD HASTINGS

APPOINTMENT DIVISION ENTERED JAN 11 1927 ON JOURNAL DEPARTMENT OF COMMERCE

Chief of Appointment Division.

CARDED

From:
First Assistant Superintendent.

To:
Associate Lighthouse Engineer (Assistant Superintendent).

C
16

APPROVED BY THE ACTING SECRETARY 1/1/27

FILE 1093/1

Form A-34

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 7, 1926.

Mr. Charles N. Elliot,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective July 1, 1926.

As this promotion does not involve a change in duties neither new appointment nor oath of office is required.

By direction of the Secretary:

Respectfully,

CARDED

JUL 8 1926

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

From: $3100 To: $3200 per annum.

Service and grade: Field.

Appropriation (unit):

11—8046

Sixteenth District.

APPOINTMENT DIVISION ENTERED JUL 8 1926 ON JOURNAL DEPARTMENT OF COMMERCE

APPROVED BY THE ACTING SECRETARY 7/2/26

P. FILE 1093/1

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

December 28, 1925.

Mr. Charles N. Elliot,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective January 1, 1926.

As this promotion does not involve a change in duties neither new appointment nor oath of office is required.

By direction of the Secretary:

Respectfully,

Chief of Appointment Division.

JAN 15 1926

From: $3000 To: $3100 per annum.

Service and grade: (Field)

Appropriation unit:

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
ENTERED
JAN 16 1926
ON JOURNAL

mfc
16

CARDED

CROSS REFERENCE

SEE FILE--464/16/D#1

NAME Elliot, Charles N. POSITION 1st Asst. Supt.

BUREAU BUREAU OF LIGHTHOUSES STATION 16th Dist.

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

BASE PAY	Bonus	Total	Allowances Items	Allowances Value	Allowances Aggregate	As Classified for estimate purposes Service	Grade	Pay	Recommendations regarding differential from standard rates: Is differential recommended	Amt. per annum to be Added	Subtracted
$2500	240	2740			2740	P	4	3800	Yes	15%	

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

approv-$3000

GRADE RECOMMENDED 13

RANGE OF COMPENSATION RECOMMENDED FROM $3000 TO $3600

approximate annual maintenance cost to the employee:

Kind of equipment ---; annual cost, $ ---

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

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

(b) High school; years ☐1 ☐2 ☐3 ☒4

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

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

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

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

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

	Percentage of total time given to each task
1. Office work: Correspondence, estimating material and labor, preparation of preliminary plans, working plans and specifications, correction of Light and Buoy Lists, preparing and issuing proposals for construction and other materials and during absence of Superintendent, performing usual administrative duties of the district, -	70%
2. Supervising repairs to vessels, -	10%
3. Field inspection of work under construction, - - - - - - - - - - - - - - - - - -	7%
4. Inspection of lightstations, depot and tenders, - - - - - - - - - - - - - - - -	10%
5. Serving on Boards of Survey of Public Property, - - - - - - - - - - - - - - - -	3%

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

Sheet No. 2.
2—12758

1. Elliot (Surname) Charles (Given name) H. (Initial)
2. Department Commerce
3. Bureau Lighthouses
4. Field Service 16th District
5. (a) Field Station Office of Superintendent of Lighthouses
   (b) Subdivision —
   (c) City or town Ketchikan Terr. State Alaska
6. Pay-roll title 1st Assistant Superintendent
7. Customary office title 1st Assistant Superintendent

DO NOT WRITE IN THIS SPACE			
	a		
	b		
	c		
	d		

8. (a) Number of regular working hours of the position, per day 7; per week 42
   (b) If this is not a full-time position, state percentage of time employed per day —; or per week —
   (c) If night work, wholly or in part, state the hours: From — m. to — m.
9. If this is not an all-year-round position, state approximate number of days employed each year —
   During what months —
10. If the employee receives compensation from any other branch of the Federal Government, or from any city, county, or State government, state the position held and the compensation —
11. Present rate of pay, exclusive of bonus $2500 per annum; bonus, $240 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $2500 per annum; bonus, $240 per annum.
13. If the employee receives overtime pay, state the rate —
14. Title of appropriation or fund from which basic compensation is paid Salaries, Lighthouse Service
15. Indicate by an "X" in the proper box any of the following allowances received, in addition to salary or wages: ☐ Quarters; ☐ 3 meals per day; ☐ 2 meals per day; ☐ 1 meal per day; ☐ Subsistence or rations in kind; ☐ Uniform; ☐ Laundry; ☐ Fuel; ☐ Light; ☐ Heat. If cash allowances are made for any of these items, state which items and the amounts per annum
16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:
   Kind of equipment —; annual cost, $
17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
   (a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☒ 8
   (b) High school; years ☐ 1 ☐ 2 ☐ 3 ☒ 4
   (c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3
   (d) College: Name ; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
   (e) Post graduate work: Kind ; years ☐ 1 ☐ 2 ☐ 3
   (f) Correspondence courses: Kind ; number of lessons ; number completed

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

	Percentage of total time given to each task
1. Office work: Correspondence, estimating material and labor, preparation of preliminary plans, working plans and specifications, correction of Light and Buoy Lists, preparing and issuing proposals for construction and other materials and during absence of Superintendent, performing usual administrative duties of the district, -	70%
2. Supervising repairs to vessels, -	10%
3. Field inspection of work under construction, - - - - - - - - - - - - - - - - -	7%
4. Inspection of lightstations, depot and tenders, - - - - - - - - - - - - - - -	10%
5. Serving on Boards of Survey of Public Property, - - - - - - - - - - - - - - -	3%

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

Under the general direction of the Superintendent works to a large extent upon his own responsibility in regard to the engineering, field repair and construction work of the district. Is responsible for correctness of all drawings, plans, specifications and estimates for material and labor and for the preservation and filing of drawings, maps and field notes.

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

Directly supervises the work of the Asst. Superintendent, the Foreman, and Mechanician, and all employees temporarily employed in the district on particular construction work. The number of the latter class varies according to work on hand. In the absence of the Superintendent is in charge and has supervision over all employees of the 16th Lighthouse District.

21. How long have the employee's duties been substantially as described above? Two years and eight months.

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

May 24 (Date), 1923. W. C. Gibbs (Signature of Preparing Officer) Superintendent. (Title)

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

Charles N. Eliot
(Signature of Employee)

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

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

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

EDUCATIONAL TRAINING		
	Essential	Desirable But Not Essential
College		X
High School	X	
Common School	X	

Technical Education: If essential, kind and extent Should have technical education or equivalent in practical experience in construction work & ship con-
Experience: If essential, kind and extent struction & repairs. Experience in superintending construction work of stations & vessels, previous experience in lighthouse work, and general engineering experience.

25. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete. In my judgment the compensation of this position should be in a range from $3300 to $3800.

May 24 (Date), 1923. W. C. Gibbs (Signature of head of field office or station) Superintendent. (Title)

GOVERNMENT PRINTING OFFICE 2—12758

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 30, 1924.

Mr. Charles N. Elliot,

Through the Commissioner of Lighthouses.

Sir:

Pending the permanent readjustment of compensation in the field service, you are advised that the rate of pay of the position occupied by you has been temporarily fixed in the amount shown below.

By direction of the Secretary:

Respectfully,

Chief of Appointment Division.

Salary: $3000 per annum.

Appropriation: Salaries, Lighthouse Service.

IC
16th

APPOINTMENT DIVISION ENTERED JUL 14 1924 ON JOURNAL DEPARTMENT OF COMMERCE.

CARDED

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

LIGHTHOUSES

JP

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1920 NOV 1 AM 9 07

I, Charles N. Elliot,

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.

5

1920 NOV 1 PM 2 40

Charles N. Elliot
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] 22nd day of October, A. D. 19 20

(Affix official seal here)

[4] (*Name*) J. W. Wood

(*Official title*) Chief Clerk

My commission expires

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present First Asst. Supt.	$2500 annum	16th L. H. District, Ketchikan, Alaska.
Former [5] Asst. Supt.	$2280 annum	16th L. H. District, Ketchikan, Alaska.

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

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 16th DISTRICT

Ketchikan, Alaska. (Address), October 22, 1920 (Date)

The above-named appointee entered upon duty on October 8, 1920 (Date)

For and in the absence of the Superintendent

Elliot
(Signature, followed by title) First. Asst. Supt.

CARDED

[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.

31—944

GENERAL APPOINTMENT—FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

October 8, 1920.

Mr. Charles H. Elliot,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, First Assistant Superintendent in the Lighthouse Service at a salary of Two Thousand Five Hundred dollars per annum, effective October 8, 1920 or as soon thereafter as you enter on duty.

(By promotion from Assistant Superintendent at $2280 per annum.)

CARDED

APPOINTMENT DIVISION ENTERED OCT 9 1920 BY DIRECTION DEPT OF COMMERCE

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

S
C

Chief of Appointment Division.

Appropriation: Salaries, Lighthouse Service.

Vice: Clarence H. Robinson

Legal Residence: Alaska. 25th district

REPORT DATE ENTERED

11—1393

Form 73 MM/JP

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

18 A LIGHTHOUSES 5

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 16th DISTRICT.

1920 OCT 4 AM 8 59

Ketchikan, Alaska (City.), Sept. 17 (Date.), 1920

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion

Name, Charles N. Elliot — Legal residence, Alaska

Position, First Assistant Superintendent Lighthouse Service — Salary, $2500 ($240 I. of C. will be recommended)

Location, Office of Superintendent, 16th District — Appropriation, Salaries Lighthouse Service.

APPOINTMENTS

1920 OCT 7 AM 10 03

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

1920 OCT 6 PM 3 43

Former position, Assistant Superintendent — Former salary, $2280 and $240 I. of C.

Location, Same

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

Previous incumbent, Clarence H. Robinson — Services terminated, close of June 30, 1920

Reason, Resigned from Service.

APPOINTMENT DIVISION NECESSARY ACTION TAKEN OCT 8 - 1920 DEPARTMENT OF COMMERCE

Members of family in Government Service, None

Eleventh Civil Service District, Seattle, Wash. 9-29-20
Noted and forwarded.
C. W. Perkins
District Superintendent

Remarks: See letter herewith.

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

Secretary, 11th Civil Service District.

W. O. Pierce
Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

OCT 4 1920

1920 OCT 5 PM 4 05

Submitted to the Secretary of Commerce, approved.

10-7-20

APPROVED: E. T. Meredith

Secretary of Commerce.

1920 OCT 8 AM 11 35

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

11—2314

MM

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

LIGHTHOUSES 6261 POINT MKTS 1920 SEP 1 AM 11 47

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

1920 SEP 1 PM 2 43

I, Charles N. Elliot

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.

Charles N. Elliot

(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] 23rd day of August, A. D. 19 20

(Affix official seal here)

[4] (*Name*) A M Mitchell

(*Official title*) Clerk

My commission expires 16th Lighthouse District

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Assistant Superintendent Present in the Lighthouse Service	$2230 A	Office of Superintendent of Lighthouses, 16th District
Former [5] same	2040 A	same

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

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 16th DISTRICT.

Ketchikan, Alaska (Address), August 23, 1920 (Date)

CARDED

The above-named appointee entered upon duty on July 1, 1920 (Date)

W E Reese

Superintendent of Lighthouses

(Signature of officer administering oath)

U. S. REPRINT DATE REVISED

[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.

11—944

GENERAL APPOINTMENT—FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

August 6, 1920.

M. Charles H. Elliot,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Assistant Superintendent in the Lighthouse Service at a salary of Two Thousand Two Hundred and Eighty dollars per annum, effective July 1, 1920.

(By promotion from $2040 per annum.)

APPOINTMENT DIVISION RECEIVED AUG 1 1920 DEPT. OF COMMERCE

CARDED

C. S. REPORT DATA ENTERED

By direction of the Secretary:

Respectfully,

S
C (SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

Appropriation: Salaries, Lighthouse Service.

Vice: New position (by increase of compensation)

Legal Residence: Oregon.
16th district

FOR BASIS OF THIS ACTION SEE
LETTER DATED 7/21/20
IN FILE 11887

11—1393

TW-EHR.

Form 111

NOV 4 1919

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

APPOINTMENTS NOV 5 1919

CHIEF CLERK 1919 NOV 4 PM 4 30

LIGHT NOV 4 1919 HOUSES

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

I, Charles N.Elliot,

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.

Charles N. Elliot

(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] 23rd day of October., A. D. 1919

(Affix official seal here)

[4] (*Name*) J Wood

(*Official title*) Chief Clerk

My commission expires

CARDED

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Asst. Supt.	$2040	16th L.H.Dist., Ketchikan, Alaska,
Former [5] Asst. Supt.	1920	16th L.H.Dist., Ketchikan, Alaska,

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

Office of Superintendent of Lighthouses, 16th District

Ketchikan, Alaska, (Address); Oct. 23, 1919, (Date)

The above-named appointee entered upon duty on Sept. 10, 1919, (Date)

W. O'Dale

(Signature, followed by Superintendent.

[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.

11—944

GENERAL APPOINTMENT—FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

October 10, 1919.

Mr. Charles N. Elliot,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Assistant Superintendent in the Lighthouse Service at a salary of Two Thousand and Forty dollars per annum, effective September 10, 1919.

(By promotion from $1920 per annum approved by the Secretary of Commerce on September 10, 1919.)

FOR BASIS OF THIS ACTION SEE
LETTER DATED 9/11/19
IN FILE C.H. Robinson

CARDED

By direction of the Secretary:

Respectfully,

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

RM
C

REPORT DATA

Appropriation: Salaries, Lighthouse Service.

Vice:

Legal Residence: Oregon.

16th District

OCT 10 1919
APPOINTMENT DIVISION
RECEIVED
OCT 11 1919

11—4393

UNITED STATES CIVIL SERVICE COMMISSION

WASHINGTON, D.C.

ADDRESS ONLY "CIVIL SERVICE COMMISSION" IN YOUR REPLY REFER TO FILE B-ODM AND DATE OF THIS LETTER

CHIEF CLERK

1919 OCT 1 AM 9 04

September 27, 1919.

The Honorable,

The Secretary of Commerce.

APPOINTMENTS

1919 OCT 1 AM

Sir:

As requested in letter of August 6th and again in letter of September 16th, the Commission will regard Charles N. Elliot, assistant superintendent, $1800 per annum, light-house service, Ketchiken, Alaska, as having the status of a competitive, classified employee. The restriction which was placed upon his appointment under the Order of March 26, 1917, is hereby removed.

By direction of the Commission:

Very respectfully,

(s) Martin A. Morrison A. Morrison

President.

Respectfully referred to the Commissioner of Lighthouses for his information.

(SIGNED) H. M. CROSS

Acting Chief of Appointment Division.

RM
C

September 16, 1919.

Gentlemen:

The Department is in receipt of the Commission's letter of the 4th instant, in reply to its letter of August 6, 1919, requesting authority to remove the restriction relative to promotion in the case of Charles N. Elliot, Assistant Superintendent in the 16th Lighthouse District, Ketchikan, Alaska, and notes the Commission's statement that although Mr. Elliot has been in the Service since 1912, it does not find that this was classified service or that Mr. Elliot was appointed as the result of competitive examination.

In this connection the Department states that prior to his appointment on October 21, 1915 as Assistant Depot Keeper, Mr.Elliot was employed as Concrete Foreman at $100 per month in the 17th Lighthouse District, headquarters Portland, Oregon, through competitive examination for that grade under date of September 25, 1913. On the same date he was rated eligible for appointment as Assistant Keeper in the Lighthouse Service with a percentage of 78. The position of Foreman which he occupied was in the competitive classified service and his change to Assistant Depot Keeper at $900 per annum on October 21, 1915, was made in accordance with the authority contained in section 1, regulation VII, of the civil-service regulations for the Lighthouse Service, adopted January 28, 1913. The Department is therefore of opinion that Mr. Elliot has a competitive status and renews its request of August 6, 1919, that the restriction to his promotion be removed.

By direction of the Secretary:

Respectfully,

FRANKLIN W. LIBBEY

Chief Clerk.

The Civil Service Commission.
C-M

5

CHIEF CLERK

ADDRESS ONLY "CIVIL SERVICE COMMISSION" IN YOUR REPLY REFER TO FILE B*K AND DATE OF THIS LETTER

UNITED STATES CIVIL SERVICE COMMISSION

WASHINGTON, D.C.

9 SEP 19 AM 8 58

September 4, 1919.

The Honorable,

The Secretary of Commerce.

APPOINTMENT DIVISION RECORD OF ACTION TAKEN SEP 16 1919 DEPARTMENT OF COMMERCE

1919 SEP 9 AM 10 06

Sir:

In the case of Mr. Charles N. Elliot, Assistant Superintendent of the 16th Lighthouse District, appointed under the order of March 26, 1917, without a competitive status, and in reply to the Department's request of August 6, that the restriction in the matter of his promotion be removed, the Commission would state that although the Department states that he has been in the service since 1912, the Commission does not find that this was classified service or that Mr. Elliot was appointed as the result of competitive examination. If the Department is of the opinion that Mr. Elliot does have a competitive status, it is requested that his complete service record be furnished.

According to the records of this office, he was appointed assistant depot keeper at $900, on October 21, 1915, and on March 6, 1918, was made foreman, field construction work, at $1500 per annum. On August 22, 1918, he was appointed with the approval of the Commission as assistant superintendent under the Order of March 26, 1917. The Commission can approve promotions of persons appointed under the order of March 26, 1917, but unless it can be shown that Mr. Elliot has a competitive status it is without authority to remove the restriction upon his promotion.

By direction of the Commission:

Very respectfully,

Chas. M. Galloway
Acting President.

JEH-MAB.

1 incls.

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

CHIEF CLERK
AUG 6 AM 9 05

5

August 5, 1919.

Subject: Letter July 16, 1919, 16th Supt., examination, Assistant Superintendent Elliott.

1. Submitted to Secretary of Commerce for his information. Inclosed is letter from Mr. Elliott of July 9, 1919.

2. Attention is invited in this connection to the fact that Mr. Elliott was promoted from $1800 to $1920 per annum, June 30, 1919. It is requested that the Bureau be advised whether restrictions upon Mr. Elliott's status have been removed by the Civil Service Commission.

1919 AUG 6 AM 9 5

1919 AUG 5 PM 4 05

Acting Commissioner.

AUG 6 1919

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
KETCHIKAN, ALASKA

ADDRESS ALL COMMUNICATIONS TO SUPERINTENDENT OF LIGHTHOUSES KETCHIKAN, ALASKA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT JUL 26 1919 HOUSES

OFFICE OF SUPERINTENDENT 16th DISTRICT
OFFICE OF INSPECTOR, 16TH DISTRICT
KETCHIKAN, ALASKA
July 16, 1919

Commissioner of Lighthouses,
WASHINGTON, D. C.

1. Attached hereto on Form No. 1312, is application of Mr. C. N. Elliott, Assistant Superintendent in this office, for the examination of Architectural and Structural Steel Draftsman, to be held July 29, 1919. In the notice of this examination it is noted that this position of Architectural and Structural Steel Draftsman will be filled in the 8th Lighthouse District, New Orleans, Louisiana, but it is plain that Mr. Elliott would not accept this position if it were awarded him. His purpose in taking this examination is to establish his name on this register and in this way it is probable that he can be promoted to the position which he now holds without the conditions as imposed on his present appointment by the Civil Service Commission, namely (not eligible for promotion without the approval of the Civil Service Commission).

2. In the notice of this examination it is stated that applicants shall not have reached their 45th birthday, and attention is called to the fact that Mr. Elliott is now 46 years of age. In view of the fact that Mr. Elliott has been in the Lighthouse Service since 1912, it is recommended that the age limit in this case be waived, and that his papers receive rating by the Civil Service Commission.

3. Under date of July 9, 1919 Mr. Elliott applied to the Civil Service Commission (through the Commissioner of Lighthouses) for an examination, and my indorsement thereon suggested that a non-competitive examination be given in this case, but if the Bureau believes that the examination for Architectural and Structural Steel Draftsman will be sufficient to establish a perfect Civil Service status for Mr. Elliott, the indorsement on his application may be cancelled. In case it is thought advisable by the Bureau, it is requested that this application be forwarded to the Civil Service Commission at Washington, if not it is requested the same be returned to Mr. Elliott.

For and in the absence of the Superintendent,

Johnson
1st Assistant Superintendent.

DEPARTMENT OF COMMERCE AUG 6 1919 RECEIVED APPLICATION PAPERS

August 6, 1919.

Gentlemen:

Transmitted herewith, please find letter addressed to the Commission by Mr. Charles N. Elliot, Assistant Superintendent of the 16th Lighthouse District, with endorsement thereon of the Acting Superintendent of the District, also copy of a letter of said Acting Superintendent dated July 16, 1919, transmitting to the Commissioner of Lighthouses a Form No. 1312, executed by Mr. Elliot.

In this connection attention is invited to prior correspondence between the Department and the Commission in this case of May 22, and May 29, 1919, respectively.

The Department renews its request that in view of Mr. Elliot's experience and qualifications, the restriction in the matter of his promotion be removed.

In this connection it appears that on the 2nd ultimo, the Department inadvertently approved the promotion of Mr. Elliot from $1800 to $1920 per annum, effective July 30, 1919. This action was taken in connection with a number of other like promotions and was approved through failure to connect the case with the Commission's letter of May 29, 1919, hence, if the Commission removes the restriction in question, the Department would appreciate that action being made retroactive to June 30, 1919.

Prompt action in the case is requested.

SIGNED E. F. SWEET

Assistant Secretary of Commerce.

Inclosure 4064.

The Civil Service Commission.

CH-AS

NOTICE OF CHANGE IN SALARY
LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 2, 1919.

M r. Charles N. Elliot,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as Assistant Superintendent in the Lighthouse Service has been changed from $1800. per annum to $1920. per annum, effective June 30, 1919.

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

By direction of the Secretary:

Respectfully,
(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

CARDED

APPOINTMENT DIVISION ENTERED JUL 2 - 1919 JOURNAL DEPT. OF COMMERCE

M
C
16th

OR BASIS OF THIS ACTION SEE LETTER DATED 6/27/19
IN FILE OF 646

C. S. REPORT DATA ENTERED JUL 2 - 1919

COMMISSIONERS
JOHN A. McILHENNY
PRESIDENT
CHARLES M. GALLOWAY
HERMON W. CRAVEN

UNITED STATES CIVIL SERVICE COMMISSION
WASHINGTON, D. C.

ADDRESS ONLY
"CIVIL SERVICE COMMISSION"
IN YOUR REPLY REFER TO
FILE B-M ✓
AND DATE OF THIS LETTER

CHIEF CLERK

May 29, 1919.

1919 MAY 31 AM 9 17

The Honorable

The Secretary of Commerce.

Sir:

In reply to the Department's request of May 22, 1919, for authority for the promotion of Mr. Charles N. Elliot as assistant superintendent at $1800 per annum, Lighthouse Service, Ketchikan, Alaska, under the Executive Order of March 26, 1917, the Commission notes that no salary is mentioned to which it is desired to promote Mr. Elliot. The appointment of Mr. Elliot was authorized under the Executive Order of March 26, 1917, with the restriction that his pay should not be increased without prior approval of the Commission. This appointment did not give Mr. Elliot a competitive status and it can not serve as a basis for his entrance to the competitive service in any manner other than by open competitive examination as though he had never been in the service. He is not and can not become eligible for transfer until he acquires a competitive status through examination and the restriction on his promotion can not be removed.

If at any time the Department regards the duties which he is performing as worthy of a higher compensation and makes request upon the Commission for authority to

increase his salary, accompanying the request with a statement of reasons for such action, the Commission will give the matter consideration. Considered as a request for the removal of restrictions upon his status, the Department's letter of May 22 can not be approved.

By direction of the Commission:

Very respectfully,

(s) Chas. M. Galloway

Acting President.

Respectfully referred to the Commissioner of Lighthouses for his information.

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

M
G

May 22, 1919.

Gentlemen:

Referring to the Commission's letters of August 17, 1918 and October 9, 1918, authorizing the appointment of Charles N. Elliot as Assistant Superintendent at $1800. per annum in the Lighthouse Service at Ketchikan, Alaska, under the Executive order of March 26, 1917, with the restriction that his compensation shall not be increased without the prior approval of the Commission, the Department requests that authority be granted for Mr. Elliot's promotion, without examination, in view of the fact that he has been performing the duties of Assistant Superintendent in the 16th District for more than a year in a satisfactory and efficient manner, and that this experience has furnished a test of fitness that would compare favorably with that afforded by a set examination.

By direction of the Secretary:

Respectfully,

EDGAR E. W. LIPPEY

The Civil Service Commission.

Chief Clerk.

G-M

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
KETCHIKAN, ALASKA

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
KETCHIKAN, ALASKA

MAY 5 1919 HOUSES

5

MAY 5 1919

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Hydrog.
Engr. Cond.
Mar. Engr.
Personnel
Accounts
Contracts
Dep. Comm.
Comm.

OFFICE OF SUPERINTENDENT 16th DISTRICT
OFFICE OF INSPECTOR, 16TH DISTRICT
KETCHIKAN, ALASKA
April 22, 1919.

Read OK HMD May 5

CHIEF CLERK

1919 MAY 21 PM 3 50

Commissioner of Lighthouses,
Through Superintendent 16th District.

Sir:-

I beg leave to call your attention to a clause in my appointment to Assistant Superintendent dated August 22nd, 1918 which reads -

"You shall not be eligible for promotion without the approval of the Civil Service Commission."

APPOINTMENTS

It is requested that the Bureau take such steps as may be necessary to have the Civil Service Commission remove this condition. If an examination is considered necessary, it is requested that same be arranged at an early date. In this connection, however, I beg to submit for consideration the fact that while my appointment reads as of August 22, 1918, I have actually performed the duties of Assistant Superintendent in this District from March 10th, 1918 to date.

Rec to Dept requesting that C.S. Com. remove restriction rel. promotion in view demonstrated efficiency in present position.

MAY 21 1919 DEPARTMENT OF COMMERCE

Respectfully,
Charles N. Elliot
Asst. Superintendent.

WCD/MM

Forwarded to the Commissioner recommended that the request of Mr. Elliot be granted.

It is suggested that if permissible, examination be waived, as Mr. Elliot has been performing the duties of Assistant Superintendent in this District for more than a year in a satisfactory and efficient manner, and it would appear that this experience would furnish a test that would compare favorably with that afforded by a set examination.

W. C. McC.

Superintendent.

Bureau of Lighthouses, May 19, 1919.

Submitted to Secretary of Commerce recommending that the Civil Service Commission be requested to remove the restriction relative to the promotion of Mr. Elliot, in view of demonstrated efficiency in present position.

1919 MAY 21 AM 11 15

G. R. Putnam

COMMISSIONERS
JOHN A. McILHENNY
PRESIDENT
CHARLES M. GALLOWAY
HERMON W. CRAVEN

UNITED STATES CIVIL SERVICE COMMISSION
WASHINGTON, D. C.

CHIEF CLERK
1918 OCT 14 AM 9 04

October 9, 1918.

APPOINTMENTS
1918 OCT 14 AM 10 11

The Honorable,
The Secretary of Commerce,
Washington, D. C.

Sir:

Satisfactory evidence of qualifications having been filed in the case of CHARLES N. ELLIOT whose appointment as Assistant Superintendent, $1800 per annum. was tentatively approved, his appointment is hereby confirmed under Executive Order of March 26, 1917. with the restriction that his compensation shall not be increased without prior approval of the commission.

By direction of the Commission:

Very respectfully,

President.

10

September 24, 1918.

Civil Service Commission:

The Department transmits herewith form 375 executed by Charles N. Elliott, assistant superintendent at $1800 per annum, Lighthouse Service, in accordance with the Commission's request of August 17, 1918.

By direction of the Secretary:

Respectfully,

(SIGNED) E. W. LIBBEY

Chief Clerk.

Inclosure No.1829.

Ho

ABE-AEH.

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
KETCHIKAN, ALASKA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT
SEP 19 1918
HOUSES

OFFICE OF INSPECTOR, 16TH DISTRICT
KETCHIKAN, ALASKA

APPOINTMENTS

Sept. 7, 1918.

1918 SEP 24 PM 12 25

Commissioner of Lighthouses,
Washington, D. C.

Subject:-Appointment Cahrles N. Elliot
Assistant Superintendent.

Referring to Department appointment August 22, 1918, Charles N. Elliot, Assistant Superintendent, Lighthouse Service, at $1800 per annum, by promotion from Foreman at $1500 per annum, there is enclosed herewith the Form 375 properly executed as directed.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
SEP 24 1918
NECESSARY ACTION TAKEN

Superintendent

McC.
1 incl.

Bureau of Lighthouses, September 21, 1918.

Submitted to Secretary of Commerce with recommendation for transmission to the Civil Service Commission, reference being made to Bureau recommendation of August 9, 1918, in this case.

1918 SEP 24 AM 10

Acting Commissioner

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

5 CHIEF CLERK
LIGHT
SEP 23 1918
HOUSES
1918 SEP 23 PM 2 14
SEP 23 1918 9 55 AM

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

I, Charles N. Elliot

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.

Charles N. Elliot
(Appointee signs here)

[2] Sworn to - - - - - (See below) and subscribed before me, this [3] 31st day of August, A. D. 191 8

(Affix official seal here)

[4] (Name) A B Emmons

(Official title) Chief Clerk,
16th Lighthouse District.

My commission expires

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Asst. Supt.	$1800 A	16th Lighthouse District
Former [5] Foreman	1500 A	do

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

OFFICE OF LIGHTHOUSE INSPECTOR, 16th DISTRICT

Ketchikan, Alaska, (Address), September 3, 1918 (Date)

The above-named appointee entered upon duty on August 22, 1918 (Date)

Superintendent of Lighthouses
(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 after the date of appointment and prior to the payment of compensation, but no compensation shall be paid until the oath is executed in proper form.

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

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

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

11—944

Oregon.

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

August 22, 1918.

CARDED

Mr. Charles N. Elliot,

Through the Commissioner of Lighthouses.

Sir:

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

Assistant Superintendent

in the Lighthouse Service

at a salary of Eighteen Hundred dollars per annum

APPOINTMENT DIVISION ENTERED AUG 23 1918 ON JOURNAL DEPARTMENT OF COMMERCE

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

You shall not be eligible for promotion without the approval of the Civil Service Commission.

(By promotion from foreman at $1500 per annum, authorized by the Civil Service Commission, under authority contained in Executive order of March 26, 1917, subject to the execution and filing, as promptly as possible, through official channels, the enclosed form 375 showing the requisite qualifications.)

By direction of the Secretary:

Respectfully,

(Signed) Clifford Hastings.

R
Ho

Chief of Appointment Division.

Appropriation: Salaries, Lighthouse Service.

Vice: W. G. Will.

Legal Residence:
Inclosure 1806 Oregon.

AUG 22 1919

11—3692

COMMISSIONERS

JOHN A. McILHENNY
PRESIDENT
CHARLES M. GALLOWAY
HERMON W. CRAVEN

B-F

M

CIVIL CLERK 5

1918 AUG 20 AM 9 03

UNITED STATES CIVIL SERVICE COMMISSION

WASHINGTON, D. C.

August 17, 1918.

APPOINTMENTS

1918 AUG 20 AM 10 13

The Honorable

The Secretary of Commerce.

Sir:

As requested August 13, the appointment of Charles N. Elliot as assistant superintendent, $1800 per annum, Lighthouse Service, Ketchikan, Alaska, is hereby approved under the Executive Order of March 26, 1917, with the requirement that he subsequently show the requisite qualifications on the inclosed form 375 and with the restriction that his pay shall not be increased without prior approval of the Commission.

By direction of the Commission:

Very respectfully,

President.

Inclosure 1042.

August 13, 1918.

Gentlemen;

The Department requests authority for the appointment of Charles E. Elliot as assistant superintendent in the Lighthouse Service at $1800 per annum, for assignment to the Sixteenth Lighthouse District, with headquarters at Ketchikan, Alaska, by change from foreman at $1500 per annum.

It is further requested that Mr. Elliot be given a non-competitive examination for the position of assistant superintendent, under the provisions of executive order of March 26, 1917, which provides that when the Civil Service Commission decides that, because of a public exigency, there is immediate need of filling a position for which there is no suitable eligible, the Commission may authorize the filling of such position by the appointment of a person shown to be qualified by such non-competitive tests of fitness as the Commission may prescribe.

For the information of the Commission, it is stated that the assistant superintendent is required to assist the superintendent of the district, and at times to take his place during his absence; that he must have a theoretical and practical knowledge of the value of the various aids to navigation, their construction, repair and maintenance and work connected therewith. Mr. Elliot is by profession an architect and is experienced in estimating for and superintending construction work and repairs in the Lighthouse Service, and is considered fully qualified for the position.

By direction of the Secretary:

Respectfully,

(SIGNED) E. W. LIBBEY
Chief Clerk.

The Civil Service Commission.

Ho/R

McC.

Chas. N. Elliot,
promotion.

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

1918 AUG 10 PM 12 13
APPOINTMENTS

August 9, 1918.

1918 AUG 10 PM 12 38

Secretary of Commerce:

The Bureau recommends the appointment of Charles N. Elliot as assistant superintendent in the Lighthouse Service, for assignment to duty in the Sixteenth Lighthouse District, at $1800 per annum, vice W. G. Will, by promotion from foreman, at $1500 per annum. It is further recommended that the Civil Service Commission be requested to give Mr. Elliot a non-competitive examination for the position, under the provisions of Executive Order of March 26, 1917, which provides that when the Civil Service Commission decides that, because of a public exigency, there is immediate need of filling a position for which there is no suitable eligible, the Commission may authorize the filling of such position by the appointment of a person shown to be qualified by such noncompetitive tests of fitness as the Commission may prescribe.

SECRETARY
1918 AUG 12 PM 3 04

For the information of the Commission, it is stated, regarding nature of duties, that an assistant superintendent is required to assist the superintendent of the district and to take his place, at times, in his absence; that he must have a good theoretical and practical knowledge of the value of the various aids to navigation, their construction, repair and maintenance and work connected therewith. Mr. Elliot is by profession an architect and is experienced in estimating for and superintending construction work and repairs in the Lighthouse Service, and is considered fully qualified for the position.

8/17/18 ccm

In this connection reference is made to Bureau letter of April 5, 1918, in the similar case of Thomas Sampson, whose promotion from foreman to assistant superintendent, Ninth District, was recommended.

1918 AUG 9 PM 3 56

APPROVED:

William C. Redfield
Secretary.
1918 AUG 12 PM 3 36

Acting Commissioner

1918 AUG 12 PM 4 23
APPOINTMENTS

February 21, 1918.

Commissioner of Lighthouses:

In accordance with the Bureau's recommendation of the 19th instant, the Department has authorized the position of foreman, at $1500 per annum, under the direction of the Inspector of the Sixteenth Lighthouse District, and has appointed Charles N. Elliott thereto, effective February 21, 1918, or as soon thereafter as he enters on duty.

By direction of the Secretary:

(SIGNED) E. W. LIBBEY

Acting Chief Clerk.

CARDED.

C-H.

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

LIGHT MAR 30 1918 HOUSES

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

5

I, Charles N. Elliot

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.

Charles N. Elliot

(Appointee signs here)

[2] Sworn to - - - - - - (See below) and subscribed before me, this[3] 20th day of March, A. D. 191 8

(Affix official seal here)

Bu. Auth. 6/24/15

[4] (Name) W. K. Goulding

(Official title) Clerk, 16th L.H. District

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present Foreman	$1500. A.	Office of Inspector 16th Lighthouse District
Former[5] Asst. Keeper	$900. A.	Tongue Point L.H. Depot, Oregon

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

Office of Lighthouse Inspector, 16th District

Ketchikan, Alaska, (Address) March 20, 1918 (Date)

The above-named appointee entered upon duty on March 6, 1918 (Date)

(Signature, followed by title)

Lighthouse Inspector.

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

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

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

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

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

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

11—944

WKS

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

February 21, 1918.

Mr. Charles H. Elliott,

Through the Commissioner of Lighthouses.

Sir:

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

Foreman

in the Lighthouse Service

at a salary of One Thousand Five Hundred dollars per annum,

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

(By transfer from assistant keeper of Tongue Point Lighthouse Depot, Oregon, at $900 per annum.)

Your actual and necessary traveling expenses from your present post of duty to Ketchikan, Alaska, have been authorized.

CARDED

APPOINTMENT DIVISION ENTERED FEB 21 1918 DEPT. JOURNAL OF COMMERCE

By direction of the Secretary:

Respectfully,

(Signed) Clifford Hastings.

C
N

Chief of Appointment Division.

Appropriation: Salaries, Lighthouse Service.

Vice: New position.

Legal Residence: Oregon.

FEB 21 1918

11—3692

McC-AKT

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

February 19, 1918.

CHIEF CLERK FEB 19 1918 5

Charles N. Elliott,
promotion, transfer.

Secretary of Commerce:

The Bureau recommends the transfer and promotion of Charles N. Elliott from the position of assistant keeper of Tongue Point Lighthouse Depot, Oregon, at $900 per annum, to the position of foreman in the Lighthouse Service, at $1500 per annum, for assignment to duty in the Sixteenth Lighthouse District with headquarters at Ketchikan, Alaska. It is recommended that the appointment certificate contain provision for payment of Mr. Elliott's actual and necessary traveling expenses from his present post of duty to Ketchikan, Alaska. It is recommended that the necessary position to cover this appointment be authorized, effective on the date Elliott enters on duty under his new appointment.

Appropriation: Salaries, Lighthouse Service.

This recommendation is made in accordance with the Civil Service Regulations for the Lighthouse Service, Regulation V11, the change to be reported in the Department's monthly report of changes and Elliott to be subject to a non-competitive examination, if, in the judgment of the Civil Service Commission, such an examination is requisite.

The rate of pay recommended is reasonable and is not in excess of that paid for the same or similar services during the preceding fiscal year.

New position
(Now 1 Foreman in 16th Dist at 1620, pa)

APPOINTMENT DIVISION NECESSARY ACTION TAKER FEB 21 1918 DEPARTMENT OF COMMERCE

Acting Commissioner

FEB 19 1918 3 47 PM

APPROVED:

E. F. Sweet

Acting Secretary.

CV
N

USE TYPEWRITER. INSTRUCTIONS ON BACK.

UNITED STATES
BUREAU OF EFFICIENCY.
FORM 8.

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

MAKE NO ENTRIES IN THIS COLUMN.

LIGHT
SEP 30 1916
HOUSES

RECORD OF CIVIL EMPLOYEE.

JULY 1, 1916.

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

Elliot, Charles N.

2. Department:

Commerce.

3. Bureau, office, or service:

Lighthouse.

4. Designation of position:

Assistant Keeper Tongue Point Lighthouse Depot, Oreg.

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

Receiving, packing and shipping supplies.

6. Annual earnings:

$ 625.

7. Kind of appropriation:

~~Stat.~~ LS

8. Present rate of pay:

$ 900.

9. Initial rate of pay:

$ 1200 P.A.

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

Substitute— Years: Months:

Regular— Years: 1 Months: 11

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

Kentucky.

12. Race:

W.

13. Sex:

M.

14. Date of birth— Month:

October

Year:

1872.

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

E8; H4 (architectural).

16. Marital condition:

M.

17. War veteran?

No.

18. Appointed from— Congressional district and State:

1 Oregon.

County:

Clatsop.

19. Civil service status:

C.

20. Method by which classified status was obtained:

CE.

21. Place of employment— City:

Tongue Point,

State:

Oregon.

DO NOT FOLD THIS CARD.

11—5869

OFFICE OF INSPECTOR
OCT 30 1915
17th LIGHTHOUSE DISTRICT

LIGHT
NOV 8 1915
HOUSES

OFFICE OF INSPECTOR
NOV 2 - 1915
17th LIGHTHOUSE DISTRICT

PERSONAL QUESTION SHEET

DEPARTMENT OF COMMERCE
OFFICE OF THE SECRETARY
WASHINGTON

March 5, 1913.

CHIEF CLERK
NOV 9 1915

To the Chiefs of Bureaus of the Department of Commerce:

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

APPOINTMENT
NOV 9 1915

William C. Redfield
Secretary.

CARDED

PART I.

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

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

Mr. Charles Nathan Elliot

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

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

Astoria	Oregon	Clatsop	No 1
City or town.	State or Territory.	County.	Congressional district.

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

5. Where were you born? Bellevue, Kentucky

6. When were you born?

October	28th	1872
Month.	Day.	Year.

11—1434

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

Mrs. Charles A. Elliot (Name.) Tongue Point Lighthouse Depot, (Number and street.)

Astoria (City or town.) Oregon (State or Territory.)

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

Name.	Relationship.	Department.	Bureau or Service.	Position.
Howard A. Elliot	Br.	Treasury	Postal	Clerk

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

By transfer from Concrete foreman at $100.00 per mo. 17th L.H. Dist.

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

None. Near sighted corrected by glasses

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

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.
Commerce	Lighthouse	Concrete foreman	$100 per mo.	Aug. 1913	October 20 '15

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

No.

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

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

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

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

15. Are you the widow or orphan of an honorably discharged soldier or sailor? (If so, give the information called for by the blanks below.)

Name under which service was rendered

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

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

10 years as Asst. Mgr. of Construction with Standard Oil Co., Cincinnati, O.
10 yrs. practising architect, draftsman & supt. of construction. Building materials.

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

Public school, High school graduate.

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

Architect, draftsman, Superintendent of construction

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

For concrete foreman - Seventeenth Lighthouse District, Sept. 25, 1913
" Asst Keeper Lighthouse Service, Sept. 25, 1913.

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

Yes.

21. State the date upon which the above blanks were filled. October 29, 1915.

Witness:

In case signature is by mark.

(Signature) Charles A. Hoit

P. O. Address: Lighthouse Depot,
City or town.
Astoria,
Number and street.
Oregon.
State or Territory.

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

Reviewed, approved, and forwarded NOV 2- 1915, 19

(Signature) Warnack

(Official title) Inspector 17th Light-House District.

11—1434

PART II.

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

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

Lighthouse Service. (Bureau or Service.) Tongue Point L.H.Depot, Ore. (Place (city, town, station, or vessel.)) 17th (District.)

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

3. State the date of appointment. October 20, 1915.

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

October 21, 1915.

5. State the date of the oath. OCT 29 1915

6. State the date the employee entered on duty. October 21, 1915.

7. What is his salary? Nine hundred dollars per annum.

8. From what appropriation is he paid? Salaries, Lighthouse Service.

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

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

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

By transfer from concrete foreman at $100 per month, 17th Lighthouse District.

12. Is the employee required to give bond? No.

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

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

Reviewed, approved, and forwarded to the Department.

(Signature) Warnack

(Official title) Inspector 17th Light-House District.

Date: NOV 2- 1915, 19

11—1434

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

OFFICE OF INSPECTOR
OCT 30 1915
17th LIGHTHOUSE DISTRICT

LIGHT
NOV 4 1915
HOUSES

Department of Commerce and Labor

LIGHTHOUSE SERVICE

CHIEF CLERK
NOV 6 1915

I, CHARLES N. ELLIOT

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.

Charles N. Elliot
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this[3] 29 day of October, A. D. 1915.

(Affix official seal here)

[4](Name) Emil Hammarstrom

(Official title) Master L. H. S.

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present Ass't Keeper	$900 per an.	Tongue Point Lighthouse Depot, Ore.
Former[5] Concrete foreman, 17th L.H. District.	$100 per mo.	17th Lighthouse District.

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

CARDED.

Office of Lighthouse Inspector, 17th District

Portland, Oregon, (Address) October 30, 1915. (Date)

The above-named appointee entered upon duty on October 21, 1915. (Date)

IN THE ABSENCE AND BY DIRECTION OF THE INSPECTOR.

Milo Hoadley
(Signature, followed by title)
Superintendent.

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

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

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

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

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

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

11—944

Ent'd

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

October 20, 1915.

Mr. Charles N. Elliot,

Through the Commissioner of Lighthouses.

Sir:

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

Assistant Keeper of Tongue Point Lighthouse Depot, Oregon,

in the Lighthouse Service

at a salary of Nine Hundred dollars per annum,

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

(By transfer from concrete foreman at $100 per month.)

CARRIED.

APPOINTMENT DIVISION ENTERED OCT 20 1915 ON JOURNAL DEPT. OF COMMERCE

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

C
R

Appropriation: Salaries, Lighthouse Service.

Vice: James A. Malone.

Legal Residence: Oregon.

ORDER REPORTED OCT 1915 COMMISSION.

11—3692

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
PORTLAND, OREG.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF INSPECTOR
SEP 27 1915
17th LIGHTHOUSE DISTRICT

LIGHT
OCT 20 1915
HOUSES

SEVENTEENTH DISTRICT

Tongue Point Depot,
(Depot, Station, or Vessel)

September 24, 1915, 191

Lighthouse Inspector,
Portland, Oregon.

Sir:-

Mr. Malone, Assistant Keeper at Depot, informs me that he has been transferred to another position in the Service.

I beg to file my application for the position left vacant on his departure.

Respectfully,

Charles N. Eliot

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RCH/LJR

OFFICE OF LIGHTHOUSE INSPECTOR, 17th DISTRICT.

Portland, Oregon, (City.) October 13, (Date.) 1915.

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Appointment to a different non-educational position of employee, as per his request of September 24, 1915, transmitted herewith.

Name, *Charles N. Elliot. Legal residence, Oregon.

Position, Ass't Keeper, L. H. Service. Salary, $900 per annum.

Location, Tongue Point Lighthouse Depot, Oreg. Appropriation, Salaries, L.H. Service.

Effective October 20, 1915, {[1] ~~the date of its approval by the Secretary of Commerce, or~~ as soon thereafter as he enters on duty.

Former position, Concrete Foreman. Former salary, $100 per month.

Location, 17th Lighthouse District.

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

Previous incumbent, James A. Malone. Services terminated, To be later reported.

Reason, Transfer, ~~to~~ End to 19th L.H. District as Clerk in office of Lighthouse Inspector.

Relatives in Government Service, None. are

Remarks: There/no Keepers or Ass't Keepers in the Service or on the eligible list for Ass't Keeper competent to fill this vacancy. Mr. Elliot has been employed as Concrete Foreman in this District and also passed the examination for Ass't Keeper in the Lighthouse Service, September 25, 1913, with a percentage of 78.00.

Selection regular, subject to the action of the U. S. Civil Service Commission. Oct. 15, 1915

H. D. Leland
Secretary, 11th Civil Service District

Warnack
Inspector.

10-20-15

*Not approved
Celia

BUREAU OF LIGHTHOUSES
WASHINGTON

OCT 18 1915

Submitted to the Secretary of Commerce, approved.

J. Conway
Acting Commissioner

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

11—2314