2024 AUG 30 AM 7:55:29

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

Date: 8/12/2024

REQUESTER INFORMATION

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

INFORMATION NEEDED TO LOCATE RECORDS (Furnish as much as possible)

Name used in Service (Please Print – Last, First, Middle)	Service Number/SSN	Date & Place of Birth
Francis, Norman, L.		1899 (IA)

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: 1961 (CA)

State of Residence (upon entry into service):

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

CIVILIAN SERVICE

(Agency & Location)		
Lighthouse Service	From: 1921	To: 1947
(Agency & Location)	From:	To:
(Agency & Location)	From:	To:

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

Researcher Signature: Kylee

This Space Intentionally Left Blank

STAFF USE ONLY

Appointment Time and Date:

Additional Researchers: ☐ Yes ☐ No

CMRS Service Request Number: 2-29949395424

Attendant Signature:

CMRS Search Request Number(s): Submitted to Arc. search 8/30/24 SBSn

Remarks:

'24 SEP 9 PM 1:26:58

SCREENING NOTES

☒ Reviewed and Nothing Removed KJF ☐ 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: Francis, Norman L **DOB:** 1899, MAY 7

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

2

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: _____

(pcp)

75

4 June, 1947

From: Commander, 12th CG District
To : Norman L. Francis, Keeper, Piedras Blancas Light Station.

Subj: Reinstatement into civilian status

1. Referring to your informal letter of 29 May, 1947, addressed to the Civilian Personnel Officer, this is to advise that failure on your part to reenlist in the Coast Guard upon expiration of your present enlistment will not afford you an opportunity to be reinstated as a civilian lighthouse keeper.

2. Just what action will be taken on your request for retirement which is on file in Headquarters cannot be determined by this office.

E. E. HAHN, JR.,
By direction

Piedras Blancas Light-Station.
29 May,1947

Mrs. A.M.Elliott(Civilan Personnel Office)

1.I am,as you probably know,one of the former civilian lighthouse keepers inducted into the coast guard by the "OR ELSE" route.The idea of returning to civilian status has been fomenting in my mind for some time,but I have never learned if such a thing was possible;once having entered the regular coast guard.Could and would you enlighten me?If it isnt going over-board on the subject in answering this one,do you have an honest opinion on the possibility of me getting retired in the near future if I remain in the coast guard.I have on file in Washington Headquarters a request for re-tirement on years of service and I have been advised that when twenty year service is provessed,my application will be considered.Does that furnish any hope? It is my fervant desire to retire for several good reasons and I would hate to lose all my time in the service to satisfy the needs of leaving.I will not enter into a preview of reasons.I furnished that in my original request for re-tirement.I suppose the usual reaction will be for the Office to take the easy way out by useing the time worn exfuse,"OH,he is slightly "PSYCHO-NEUROTIC".Boy.have I heard that often.

2. Coming back to the question;can I be re-instated into Civilian status of lighhouse keeper if I dont re-enlist this coming 8 July,1947?If I could be sure of getting out within the year on re-tirement while in the Coast Guard,I would re-enlist;but if not,re-instatement into civilan status would allow me the freedom of resigning if I felt that going could no longer be kept up to.

Hoping that you can give me the right answer and thanking you in advance,

I am yours truly,

Norman L.Francis
BM1C

2 April, 1947

FRANCIS, NORMAN LEO - STATEMENT OF SERVICE IN FORMER LIGHTHOUSE SERVICE

Appointed	December 1, 1924
Resigned	February 15, 1927
Reinstated	February 9, 1928
Chg in status (Civilian to military)	July 8, 1941

Civilian Personnel Officer

Note:

Also claims service in U. S. Army From 4-26-18 to 4-18-20

Paid by U.S.Employees Compensation Commission Dec. 18,1929 to Jan. 17, 1930, Inc.
Dec. 1,1931 to Dec. 10, 1931, Inc.

(When computing Lighthouse Service time the periods paid by the U. S. Employees Compensation Commission should be deducted.)

EHA

December 10, 1937.

Mr. Norman L. Francis,
Keeper, Piedras Blancas Light Station.

1. Referring to your leave statement submitted on December 9th, after a careful recheck of your leave requests and your Forms 65, the following statement covers leave taken by you from January 1, 1937, to November 30, 1937, as shown by the records of this Office:

	ANNUAL LEAVE			SICK LEAVE
January, 1937	1 day,	00 hours,	00 min.	2 days, 16 hours
February				2 days, 12 hours
March	3 "	8 "		5 days, 4 hours
April	1 "	6 "		
May	2 "	3 "	30 "	
June	1 "	8 "		EARNED:
July	1 "	8 "		
August	7 "	00 "	30 "	32 days 4 hours
September	1 "	10 "	30 "	26 16
October	7 "	16 "	30 "	5 days10 hours
November		5 "		to be taken.
	26 days,16 hours			

2. The only months that the Office records and your report agree are the months of January and February. You are not careful in entering your leave on Form 65, especially for the month of March,1937. You were on annual leave for 2-17/24ths days during March and show on your Form 65 that you had 15 hours of annual leave in addition, making a total of 3 days and 8 hours. Annual leave taken in August was not computed correctly by this Office. It was shown on Form 76 as 6-19/24ths instead of 6-21/24ths days.

3. You did not show in your request for leave for October that you desired this leave charged to "sick leave" and it was therefore charged to annual leave. If you will make out an amended request for sick leave substantiated by a doctor's certificate to the effect that you were incapacitated for duty during the period requested, the Superintendent will give consideration to the request.

4. You shown on Form 65 occasionally that you take certain periods for visiting the doctor and official business. You are directed in future to show the time for official business and the time spent for visiting the doctor, as visits to a doctor or dentist must be charged to annual leave.

H. W. RHODES

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE



EMA

Piedras Blancas Light-Station
San Simeon,Calif.
December.9.1937

Superintendent of Lighthouses;18th District
San Francisco,Calif.

Subject:Annual Leave
Reference:Office letter of 12/7/39

Sir;

I respectfully submit the following record of my Leave of this year(1937)and as follows;

1.January:	5-4/24 Days.Sick Leave &	1 day annual.	6/2
2.March:		4-1/24 "	
3.April:		1-15/24 "	
4.May:		2-7/24 "	
5.June:		1-9/24 "	
6.July:		1-3/24 "	
7.Aug:		6-19/24 "	
8.Sept:		1-9/24 "	
9.Oct:	(Disability) →	6-13/24 ?	Charged as annual.
10. "		1-4/24 annual	
11.Nov:		0-5/24 "	
		24 ---------- 13	

Annual L 27 da--- 1 hr Taken at close of November

Annual Leave earned Jan.1.to Dec.31.1937 .....26 days
Accrued annual leave brought forwd'from 1936.....6 " 4 hours

	32 days	4 "
Total annual leave taken to close Nov.30.	27 "	1 "
Remaining to be taken.....	5 days	3 hours

3+ 2/7

In my report of Dec.4.1937,it was thought Leave taken was excessive, having charged Sick Leave against annual(Jan.29 to Feb.3.1937). In this case is not Leave taken due to Disability(Oct.20 to Oct.28) considered Sick Leave?It is noted that I have charged this to Annual as Leave of Absence form 76 dated Oct.29.1937 does not indicate to which Leave is charged to.

3+ 2/7

respectfully,
Truman L. Francis
Keeper.

Ema

EMA

December 7, 1937.

Mr. Norman L. Francis,
Keeper, Piedras Blancas Light Station.

1. Referring to your letter of December 4th stating that you were contemplating a request for five days leave of absence but that your records show an apparent excess of leave taken this year, you are advised that the following leave statement showing leave charged against you according to Office records is given for your information:

Accrued annual leave brought forward from 1936. . . 6 days, 4 hours
Annual leave earned Jan 1 to Dec.31, 1937. . . . . 26 days
Total leave..... 32 days, 4 hours
which may be taken during the calendar year 1937.

Total annual leave taken to close November 30th, 25 days 17 hours
Remaining to be taken..... 6 days 11 hours

2. If this leave does not agree with your leave record, you are directed to advise wherein it differs.

For and in the absence of the Superintendent.

O. L. JENKINS

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

(Reasons of-Disability)

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Original

LIGHTHOUSE SUPERINTENDENT
NOV 1 1937
SAN FRANCISCO

EMA

REQUEST

Piedras Blancas (Station), October 29, 1937

SUPERINTENDENT OF LIGHTHOUSES, 18 th DISTRICT:

I respectfully request that I be granted eight days of shore liberty or leave, from October.20 to October.27, inclusive, 1937. I have had 25 days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

_____ (Name), _____ (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

Piedras Blancas Light-Station (Street or R. D. Route), San Simeon, Calif. (City) (State)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L. Francis
Keeper.

Norman L. Francis
(Applicant's signature)

Keeper.
(Title)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, November 1st, 1937

The above application for shore liberty or leave is hereby approved for eight days, from October 20th to October 27th, inclusive, 1937.

Substitute need not be furnished during this absence. (Insert "must" or "need not")

For & in absence of Superintendent
O. L. Jenkins
Assistant *Superintendent, 18th Lighthouse District.*

FINAL REPORT

Absence begun: At 8 A.M. Oct.20, 1937. (State nearest hour)

Returned to duty: At 9 A.M. Oct.28, 1937. (State nearest hour)

Period of absence: 8 1/24ths days.

Period charged: 6 13/24ths days.

Certified correct and forwarded.

Norman L. Francis
Keeper.

(Applicant's signature)

(Title)

11—883 U. S. GOVERNMENT PRINTING OFFICE

Form 65

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
DEC 3 1937
SAN FRANCISCO

MONTHLY REPORT OF LIGHT STATION, DEPOT, OR LIGHTSHIP

FROM PIEDRAS BLANCAS LIGHT STATION., FOR MONTH OF NOVEMBER, 1937

I HEREBY SUBMIT this monthly report showing the condition of the above light station, depot, or lightship, operation of signals, information regarding necessary repairs or other matters requiring official attention and a list of the absences of employees.

1. LIGHTHOUSE, TOWER, OR VESSEL: GOOD
Cracks in Tower increasing in minor form in some instances.

2. ILLUMINATING APPARATUS: GOOD

3. FOG-SIGNAL APPARATUS: GOOD

4. RADIO APPARATUS:

5. OTHER BUILDINGS AND GROUNDS, OR HULL AND MACHINERY: GENERALLY GOOD
ALL PUMPING EQUIPMENT IN GOOD ORDER.

6. BOATS (refer to boats by numbers): # 97. GOOD

7. STATEMENT OF SUPPLIES:

NOTE.—Masters and Keepers fill in Complete.			EXPENDED DURING MONTH				TOTAL ON HAND FIRST OF MONTH
ITEMS	ON HAND FIRST OF MONTH	RECEIVED DURING MONTH	FOR FOG SIGNAL	For Other Purposes (fill in) Hsehld	I.O.V	All engines	
Coal (kind) lb	9¼			1½			7¼
Coal lb							
Coal lb							
Coal lb							
Wood cords							
Kerosene (lg. br.) gal	797				90		707
Kerosene (com. gr.) gal							
Distillate gal							
Lubricating oil gal	4					2	2&30: 32 O.H
Lubricating oil gal							
Gasolene gal	2079					237	1842
Water gal							
Alcohol gal	16				2		14
Mantels no	19				2		17
Electric lamps no							

Note: (30 gals surplus oil not recorded and on hand added to that on hand end of this month, recorded)

11—1687

8. METERED SERVICES:

NATURE OF SERVICE	READINGS		REMARKS
	End of Month	First of Month	

9. REPORT OF ABSENCES OF EMPLOYEES DURING ABOVE MONTH: NOVEMBER

NAME OF ABSENTEE	LEFT STATION		RETURNED TO STATION		STATE PURPOSE OR NECESSITY OF ABSENCE
	Date	Hour	Date	Hour	
Norman L Francis Keeper	2	12.30p	2	1.30p	Mail
	3	8.30	3	6.p	Doctor & O.B 9½
	6	1 pm	6	4.pm	Mail
	10	1 pm	10	4 pm	"
	13	10am	13	6.30p	Doctor & Mail 8½
	16	1pm	16	3.30p	Mail
	22	1 pm	22	5 pm	"
	25	10.30a	25	Noon	Thanksgiving Day
Joseph Harrington 1st Asst'	28	Noon	28	6 pm	Mail
	1	1pm	1	3pm	Mail
	5	1pm	5	5pm	"
	9	2pm	9	5pm	"
	12	2pm	12	4pm	"
	15	2pm	15	4pm	"
	24	1pm	24	4pm	"
	27	1pm	27	4pm	"
	30	2pm	30	4pm	"
2nd Asst'	4	130p	4	3pm	Mail
	7	8.30a	7	11.30a	Church (Sunday)
	8	4pm	(Leave of Absence)		(Hospital)
Ray H. Davis 3rd Asst'	3	2pm	3	5pm	Mail
	6	9.30a	6	3pm	Church
	11	3pm	11	5pm	Mail
	17	2.30p	17	7pm	"
	23	1.30p	23	5pm	"
	26	2pm	26	5pm	"
	29	12.30p	29	5pm	Mail

This report including Report of Signals (reverse side) is certified correct and forwarded.

TO SUPERINTENDENT OF LIGHTHOUSES,

18th District

(Sign here) Norman L. Francis
(Keeper or Master)

Date, Dec. 1. 1937 San Simeon, Calif.
(Post-office address)

INSTRUCTIONS

1. This form should be carefully made up from the Record Book (Form 302) and forwarded by the keeper of the station or the master of the lightship, on the first of each month, to the superintendent of the district.

2. In reporting the condition of your station or lightship under the different headings you will use the words "Excellent", "Good", "Fair", or "Poor."

3. Make brief report of repairs which in your opinion seem urgent, or any other matter requiring official attention, submit separate letter regarding items of special importance requiring full explanation.

11—1687

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

REPORT OF SIGNALS

At PIEDRAS BLANCAS LIGHT *Station. For month of* NOVEMBER, 1927

FOG, ~~SNOW,~~ OR LOW VISIBILITY				FOG SIGNALS (Type 'G' # 3 (Diaphone, ~~whistle, siren, bell, etc.~~))					RADIO BEACON (Type Transmitter ..... Freq. ..... Kc. Schedule Periods ..... and ..... 10 min. each hour)						SUBMARINE SIGNALS (Type ..... (Bell or oscillator))			
DAY OF MONTH	TIME STARTED	TIME ENDED	TOTAL DURATION Nearest ¼ hour	TIME STARTED SOUNDING	TIME STOPPED SOUNDING	SIGNAL WAS SOUNDED Hours	SIGNAL WAS SOUNDED Minutes	STEAM OR AIR PRESSURE Pounds	TIME STARTED FOR THICK WEATHER	TIME STOPPED FOR THICK WEATHER	SIGNAL WAS OPERATED FOR THICK WEATHER Hours	SIGNAL WAS OPERATED FOR THICK WEATHER Minutes	Antenna Current Actual Reading Amps.	Total for Calibration Nearest ¼ hour	TIME STARTED SOUNDING	TIME STOPPED SOUNDING	SIGNAL WAS SOUNDED Hours	SIGNAL WAS SOUNDED Minutes
16	8.20p	9.25p	1'5"	8.25p	9.25p	1	---	35										
"	11.5p	Mid	-55"	11.10p	Mid	-	50	"										
17	Mid	12.25a	-25"	----	----	-	25	"										
20	5.15a	10.a	5'45"	5.20a	10 a	5	40	"										
"	Noon	4.p	4'	----	---	4	--	"										
21	1.55a	4.35a	2'40"	2 a	4.35a	2	35	"										
"	8.15a	Noon	3'45"	---	---	3	45	"										
"	2.40p	4 p	1'20"	---	---	1	20	"										
"	4.15p	7.15p	3'--	4.20p	.715p	2	55	"										
22	1.15a	2.15p	13'--	1.20a	2.15p	12	55	"										
23	8.5a	10.5a	2'	8.10a	10.5a	1	55	"										
"	1.15a	11.40a	--25"	---	---	-	25	"										
"	1.5p	2.50p	1'45"	---	---	1	45	"										
TOTAL			40'5"			39'30"												

U.S. GOVERNMENT PRINTING OFFICE 11—1687

OPERATING PRACTICES OBSERVED

Fog signal is sounded when VISIBILITY is obscured at a distance of FIVE miles (5) Radio beacon is operated for thick weather when .....

MISCELLANEOUS

Radio beacon was operated for calibration this month ..... hours, ... minutes
For clear weather schedule ..... hours, ... minutes. For all purposes ..... hours ..... minutes.
Was there any failure of radio beacon to transmit during scheduled periods? ..... (Yes or no).
Was there any failure of other signals, including main light? ..... (Yes or no).
Note by date and hour any failure of signals to operate properly and explain fully under REMARKS.

WEATHER Fog, Snow, Rain, Smoke, Haze, Etc.	REMARKS
Fog, Haze	Doak Engine Right Crosby.
" "	" " " "
"	" " " "
"	Doak and Samson. " "
" "	Samson " "
" "	Doak " "
" "	Samson " "
"	Samson " "
"	Doak and Samson " "
" "	" " " "
" "	Samson " "
" "	" " "
" "	" " "
	(Diaphone (SPecial)Disc and leather in good condition)

SIGNAL CHARACTERISTICS.—The principal signals at this station were operated during the month with the following characteristics:

1. Main Light (show color and if flashing, give timing of light and dark intervals through one cycle) W.1 cycle a minute
   (show as dashes and dots). .-.---.-.---.-.---.---ifs.f-3s.i-2s.f-11s.i:4sets a minute
2. Fog Signal (give timing of blasts and silences through one cycle. No distance finding blasts) .....
3. ~~Radiobeacon~~ 3 sec blast-27 secs interval: 2 sets a minute
   (Characteristic)

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

Original

LIGHTHOUSE SUPERINTENDENT AUG 14 1937 SAN FRANCISCO

LIGHTHOUSE SUPERINTENDENT AUG 31 1937 SAN FRANCISCO

REQUEST

Piedras Blancas (Station), August 12, 1937

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

I respectfully request that I be granted EIGHT days of shore liberty or leave, from AUG.20. to AUG.28., inclusive, 1937. I have had 16da-15hr days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

_____ (Name), _____ (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

1534 Palos Verdes St. (Street or R. D. Route), San Pedro (City), Calif (State)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L. Francis
Keeper.

Norman L. Francis
(Applicant's signature)

Keeper
(Title)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, Aug. 17, 1937, 19

The above application for shore liberty or leave is hereby approved for eight days, ~~from~~ after C. E. McBeth arrives at station. to _____, inclusive, 19

Substitute need not be furnished during this absence.
(Insert "must" or "need not")

H. W. Rhodes

Superintendent, 18th *Lighthouse District.*

FINAL REPORT

Absence begun: At 3am M. Aug.20., 1937.
(State nearest hour)

Returned to duty: At 6pm M. Aug.28., 1937.
(State nearest hour)

Period of absence: 8-14/24 days.

Period charged: 6-21/24 days.

Certified correct and forwarded.

Norman L. Francis
Keeper.

_____
(Applicant's signature)

_____
(Title)

11—832 GOVERNMENT PRINTING OFFICE

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT MAR 10 1937 SAN FRANCISCO

REQUEST

Piedras Blancas (Station), March 3, 19 37

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

I respectfully request that I be granted three days of shore liberty or leave, from March 3 to March 6, inclusive, 1937. I have had four days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

none required, ____
(Name) (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

Gen. Del (Street or R. D. Route), San Pedro (City), Calif (State)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L. Francis
Keeper.

Norman L. Francis
(Applicant's signature)

Keeper
(Title)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, March 10th, 1937

The above application for shore liberty or leave is hereby approved for three days, from March 3rd to March 5th, inclusive, 1937.

Substitute need not be furnished during this absence.
(Insert "must" or "need not")

H. W. Rhodes.

Superintendent, 18th Lighthouse District.

FINAL REPORT

Absence begun: At 6 p M March 3, 1937.
(State nearest hour)

Returned to duty: At 11 a M. March 6, 19 37.
(State nearest hour)

Period of absence: 2-17/24ths days.

Period charged: 2-17/24ths days.

Certified correct and forwarded.

Norman L. Francis
Keeper.

(Applicant's signature)

(Title)

11—883 GOVERNMENT PRINTING OFFICE

UNITED STATES COAST GUARD

Piedras Blancas Light-Station.
16 October,1943.

MEMO:MRS.ELLA.M.ALLEN

1.Your MEMO as of 13 October,1943,requesting me to do what I could to keep Mr.Davis from exceeding his Leave.I will do all I can to keep him within his Annual Leave if the office does not grant him any further Leave and assume that I am imposing a hardship on Mr.R.H.E.Davis(Whom I know very well)when I attempt tp carry out the policy of the office.

2.Something stumps me.What the dickens does his statement about me being O.K as a Keeper and being nice to him have to do in his request to you for exten--tion of further Leave?He must be cracking somewhere along the line finally.
I got a letter from him from Tonapah and I was not surprised.He told me too about the guy that has the car that wouldnt be back right away.He wanted me to extend his Leave but I wired him(Telegraph)2 Pm,Wednesday,telegram marked for General Delivery so he would get it in plenty of time;that I could not extend his Leave and that he should start THUMBING.I not only had the fact in mind about the office not desiring him to exceed his Annual Leave BUT that there are three other men on the Station who also have plans and also the fact that MR.R.H.E.Davis just had a long Leave of Absence recently with an extention thrown in.

3.Speaking of Leave;when he uses up the balance(If any)of Leave and Annual Sick Leave(Which will be used up before the end of the year because of his more or less frequent visits to the Doctor(Public Health Service) for Injections for what is supposed to be Anemic condition);he still has some accumulated Sick Leave from past two years.Can any or in what manner can this be used?.He has already brought up the idea about taking over-leave and having the office deduct it from his check.I advised that this was up to the office's approval.
Your little boy Davis is going to be annoyed if he can not get what he wants. Great guy about bringing up his Constitutional Rights.When he does again,I am going to refer him to you.I dont usually,agree with him in the manner he brings them up.

Well,here it is 1 Pm the 16th and MR.Davis has not appeared yet.He apparently didnt have his glasses when he received my telegram.He has his own car with him.

M. L. Francis

Keeper.



75

27 February, 1943.

From: District Coast Guard Officer, Twelfth Naval District.
To : Keeper, San Luis Obispo Light Station.

Subject: Visitors.

Reference: (a) Your letter 22 February, 1943.

1. Permission given by Mr. Jenkins by telephone on 20 February for the visit of Lieut. Maurice W. Kelley, U.S.A., and his wife of Camp San Luis Obispo, with your family at the Station from 1400, 20 February, 1943, to 1800, 21 February, 1943, is hereby verified.

2. This Office will approve another visit of Lieut. Kelley and wife before he is transferred but, if possible, requests of this nature should be made in advance with a statement covering the dates of such visits.

3. These permits are issued with the understanding that the Government will be in no way responsible for any accident or injury to any person sustained during his or her visit to the Reservation.

Commander, USCG

D. H. DEXTER
By direction.

District Coast Guard Officer
FEB 22 1943
12th Naval District

027

Enc 9

No objection
J

UNITED STATES COAST GUARD

San Luis Obispo
Light Station

Avila, California
22 February, 1943

From: Keeper, San Luis Obispo Light Station.
To : District Coast Guard Officer, Twelfth Naval District.

Subject: Request to have visitors at station.

Reference: (A) Verbal Mr Jenkins, 20 February, 1943

1. In accordance with telephone conversation with Mr Jenkins 20 February, 1943 in connections with my having visitors over the week end 1st Lieutenant Maurice W. Kelley U.S.Army and his wife were my guests from 1400, 20 February to 1800, 21 February, 1943.

2. Lieutenant Kelley is at present stationed at Camp San Luis Obispo and I wish to have him visit again before he is transfered providing the visit will be approved by the District Coast Guard Officer.

J.R.Moorefield

J.R.Moorefield

Ema

10 February, 1943

Mr. Norman L. Francis,
Keeper, Piedras Blancas Light Station.

Dear Mr. Francis:

Referring to your letter of 3 February:

First: - A Coast Guard enlisted man is to be sent to the station as soon as a "suitable" man can be found. That is indefinite, but the best I can tell you. Will keep after it and see if I can get one sent down in a reasonable time. (more indefiniteness).

Second: - There are no vacancies just now at any of the smaller stations around the Bay. Will keep it in mind in case there should be a vacancy, but can't guarantee that you would be transferred. As you may know, there is a shortage of capable men inducted from the Lighthouse Service to handle the larger stations, and as civilians can't be made Keepers at coastal stations any more, it would not be advisable to transfer you under present (war time) conditions and put an inexperienced man in your place.

As an inducted man, you wouldn't be subject to any lower rating if you went to a smaller station - your rate goes with you no matter where you're sent. But it is very doubtful if in view of the shortage of good, inducted Lighthouse Keepers, you would be sent to a small station while the war is on. What may be done after that only God knows - and He never tells me what the future plans are.

O. L. JENKINS

LIGHTHOUSE
SUPERINTENDENT
DEC 6 1937
SAN FRANCISCO

DEPARTMENT OF COMMERCE
lighthouse service

Piedras Blancas Light-station
San Simeon, Calif.
December 4, 1937

Superintendent of Lighthouses; 18th District
San Francisco, Calif.

Sir;

Please be advised that in contemplating a request for five days 'Leave of Absence', my records show an apparent excess of Leave taken this year (1937) to date.

Will your Office please advise me, Leave, as shown on its records and taken by me, to date.

respectfully,
Norman L. Stranch
Keeper.

75-73

10 March, 1942.

From: Senior Coast Guard Officer, 12th Naval District.
To : Norman L. Francis, B.M.1c, Piedras Blancas Light Station.

Subject: Visitors at Station.

Reference: (a) Your letter 9 March, 1942.

1. Permission is granted for Charles Hardy, age 17, of Cayucos, California, to visit with your family at the Station from 13 March to 15 March, 1942, inclusive, subject to full compliance with the rules of the Service.

2. This permit is issued with the understanding that the Government will be in no way responsible for any accident or injury to any person sustained during his or her visit to the Reservation.

H. C. PERKINS
By direction.

MAR 10 1942
U. S. COAST GUARD

Navy.

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

#80

San Simeon, California.
9 March, 1942.

Piedras Blancas Light-Station.

From: Keeper.
To: Senior Coast Guard Officer, 12th Naval District

Subject: Visitor.

1. Permission is requested to have as a visitor at the station, Charles. Hardy, age 17, resident of C ayucas and High School student. He is one of my son's friends.

The visit is expected to start friday extending through Sunday; dates 13 March to 15th in clusive.

respectfully,

Norman L. Francis.

B.M.1c



15 October, 1941.

Mr. Kendall Emerson, Managing Director,
National Tuberculosis Association,
1790 Broadway at 58th Street,
New York City.

Dear Sir:

There is forwarded herewith a letter from Norman L. Francis, BMlc, the Keeper of the Piedras Blancas Light Station, San Simeon, California, enclosing money order for $2.00 in payment of two sheets of Christmas Seals sent him by your Association on July 14, 1941.

Very truly yours,

R. S. PATCH
Chief of Staff
San Francisco District.

DEPARTMENT OF THE TREASURY
United States Coast Guard

Piedras Blancas Light Station
San Simeon, California,
13 October, 1941.

Managing Director, National Tuberculosis Association.
1790 Broadway at 58th St. New York.
(Through the Commander, San Francisco District.)

Dear Sir:

(Reference: Your circular letter 14 July, 1941) enclosed.

I am in receipt of two sheets of"Lighthouse" Xmas seals through my office. They have drawn considerable attention and favorable comment, being quite appropriate.

The 1st Asst. Keeper and myself have divided the seals between ourselves and are forwarding a contribution of a dollar each in this letter.

Yours truly,

NORMAN L. FRANCIS

B.M.lc

1st Asst. Keeper

NO. _____

...DERS

Stamp of Issuing Office

FEE _____

The Postmaster will insert

here _____ the office drawn on, when the office named by the remitter does not transact money-order business.

Spaces above this line are for the Postmaster's record, to be filled in by him

Application for Domestic Money Order

Spaces below to be filled in by purchaser, or, if necessary, by another person for him

Amount—

USE *FIGURES*, DO NOT SPELL 2 Dollars --- Cents

To be paid to: National Tuberculosis Association
(Name of person or firm for whom order is intended)

Whose address is: 1790 Broadway at 58th St. Street

City and State: New York City, New York.

Sent by Norman. L. Francis
(Name of sender)

San Simeon Street

City and State: California.

PURCHASER MUST SEND ORDER AND COUPON TO PAYEE

(FOR FEES SEE OTHER SIDE)

c16—8391

DO NOT RISK MONEY OR STAMPS IN ORDINARY MAIL—BUY A MO...

FOR SPEED—Send your money order AIR MAIL special delivery



NATIONAL TUBERCULOSIS ASSOCIATION
1790 BROADWAY *at 58th Street* NEW YORK
TELEPHONE CIRCLE 5-8000

July 14, 1941

TO: A TRUSTED MEMBER OF THE COAST GUARD

We take pleasure in sending you, with our compliments, a sheet of the 1941 Christmas Seals portraying a typical aid to marine navigation and in which you will be particularly interested.

This Christmas Seal, which for thirty-five years has been taking care of the job of bringing about the eradication of tuberculosis - one of man's greatest disease enemies - is dedicated this year to the Coast Guard and we hope that you may have an opportunity to use these Christmas Seals on whatever Christmas mail you send out.

Much of our material this year is planned to bring public attention to lighthouses. For illustration, the pamphlet "Lighthouses of Science" will go into practically every school in the country so that all school children will know more about lighthouse and navigational aids, as well as the significance of danger markers in maintaining individual and public health.

Through the courtesy of the Coast Guard we are sending you these Seals and through the courtesy of the District Commanders who have graciously offered us the opportunity to get these Seals to you by the regular distribution channels.

Obviously, we are making no appeal to you. Our money is derived from the general public and we simply send you these Seals because they portray the means by which you make such a worthwhile contribution to safety.

May you have a very happy Christmas in the year 1941.

Kendall Emerson

Managing Director

DR. BRUCE H. DOUGLAS, PRESIDENT
DR. CHARLES J. HATFIELD, SECRETARY
COLLIER PLATT, TREASURER
DR. KENDALL EMERSON, MANAGING DIRECTOR

DEPT. STOCK FORM 2249
REV. [redacted]

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 10

TO: Date Prepared 8 July, 1941

Name: Francis, Herman L.

From: U. S. Coast Guard Bureau No.: 712

Change in status - civilian to military.

	FROM	TO
Position	Keeper	Boatswain's Mate, 1c.
Grade	Field (Range $1440-1800)	No change in pay and allowances, Sec. 7, Act of August 5, 1939, applies.
Salary	$1560 p.a. plus $240 p.a.Qtrs.	
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters	San Francisco, Calif.	San Francisco, Calif.
Post of Duty	Piedras Blancas Lt.Sta.,Calif.	Piedras Blancas Lt.Sta.,Calif.
Appropriation	Civilian Employees, C. G.	Pay and allowances, C. G.
Allotment		

FIELD ☐ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

EFFECTIVE 8 July, 1941.

Remarks:

The change indicated is pursuant to the Act of August 5,1939.

Justification:

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 5-1-1899

LEGAL RESIDENCE: Calif.

SEX: M RACE: W

NATURE OF POSITION: NEW ☐ ADDTL. IDENT. ☐

VICE VACANCY ☐ VICE ☐

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

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

DATE OF OATH

DATE APPROVED BY THE SECRETARY

SUBORDINATE ADMINISTRATIVE OFFICE

Form 73 THE TREASURY
DEPARTMENT OF COMMERCE
~~LIGHTHOUSE SERVICE~~
Approved Sept. 1, 1933 U.S. COAST GUARD

NOMINATION

SAN FRANCISCO DISTRICT

~~Lighthouse District~~ San Francisco, California, 11 July, 1942.
(City) (Date)

TO: THE COMMANDANT,
~~COMMISSIONER OF LIGHTHOUSES~~

Action recommended Change in Status, Civilian to Military

Name Francis, Norman L. Date of birth May 1,1899 Legal residence California

	From—	To—
Position,	Keeper	Boatswain's Mate, 1st class
Pay and grade	$1560. A. ($1440-1500) Plus Quarters valued at $240. A.	
Station	Piedras Blancas Light Station	Piedras Blancas Light Station
Appropriation	Civilian Employees, C.G.	20212O3.001,Pay & Allowances, C.G.
Effective	July 5, 1942	[1] the actual date of entrance on duty, ~~or as soon thereafter as he enters on duty.~~

Rank on eligible list — Rating ____ Percentage ____ Other eligibles considered:

Vice new position Pay ____ Services terminated ____

Reason ____

REMARKS: [2] ____

Selection regular, ____, 19____

Manager, Civil Service District.

R.S.PATCH, CHIEF OF STAFF ~~Commissioner of Lighthouses~~

BUREAU OF LIGHTHOUSES, WASHINGTON, , 19

Submitted to the Secretary of Commerce, approved.

Acting Commissioner of Lighthouses.

[1] Strike out the clause which does not apply.
[2] In case of vessel officer, state license held.

11—2314

Form 93

NOTICE OF RESIGNATION ~~OR DEATH~~

~~THE TREASURY~~
DEPARTMENT OF ~~COMMERCE~~
~~LIGHTHOUSE SERVICE~~ U. S. COAST GUARD
OFFICE, COMMANDER, SAN FRANCISCO DISTRICT
~~OFFICE SUPERINTENDENT OF LIGHTHOUSES.~~ DISTRICT,

TO: THE COMMANDANT, San Francisco, California, 11 July , 1941.
~~COMMISSIONER OF LIGHTHOUSES:~~

Herewith is transmitted the resignation, in duplicate, of the following-named employee:

Name, FRANCIS, Norman L. Position, Keeper

Legal residence, California Station, Piedras Blancas Light Station

Salary, $1560.00, per Annum
plus quarters valued at $240. A. 1941.

The acceptance of this resignation {with / without} prejudice is recommended effective at the close of 7 July.

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

REMARKS: (In case of death, if person had 25 years or more of service, give name, degree of relationship, and address of next of kin.)

Mr. Francis' last date of service as a civilian was 7 July, 1941.
Resignation is for induction as Boatswain's Mate, 1st class, on 8 July, 1941.
Oath administered on 8 July, 1941.

COMMANDER, USCG
R.S.PATCH
CHIEF OF STAFF

11—4623

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce,

Piedras Blancas Light Station
7 July, 1941.

From: Norman L. Francis, Keeper, Piedras Blancas Light Station.
To : Commander, San Francisco District.

Subject: Resignation for purpose of enlistment in Coast Guard.

Reference: (a) Headquarters 3rd indorsement dated 3 June, 1941, on Medical Examination Form 2525 B authorizing enlistment.

1. I herewith tender my resignation as Keeper, Piedras Blancas Light Station, $1560.00 per annum, plus $240.00 Quarters, effective at the close of 7 July, 1941, for the purpose of enlisting as a Boatswain's Mate, 1st class, in the regular establishment of the Coast Guard in accordance with Reference (a).

NORMAN L. FRANCIS

REPORT OF CHANGE IN PAY STATUS

FRANCIS	NORMAN	L.	CIVILIAN	KEEPER
(Surname)	(First name)	(Middle initial)	(Service No.)	(Rank or rating)

PIEDRAS BLANCAS LIGHT STATION SAN FRANCISCO DISTRICT	SAN FRANCISCO, CALIFORNIA,	11 July, 1941.
(Unit)	(Place)	(Date)

From: COMMANDING OFFICER.
To: PAY OFFICER.

You are hereby authorized to adjust the pay accounts of the above named for the following reason:

2400, 7 July, 1941 - Termination services as a civilian. Inducted as a Boatswain's Mate, 1st cl., Piedras Blancas Light Station, 8 July, 1941.

AUTHORITY: HEADQUARTERS' INDORSEMENT ON FORM 2525 B dated 3 June, 1941.

COMMANDER, USCG
R.S.PATCH (Commanding)

CHIEF OF STAFF, SAN FRANCISCO DIST.
(Title)

---

1. Receipt of this authorization is hereby acknowledged. The accounts of the above named have been adjusted.

12 July, 1941
(Date)

C L BRINKLEY, Chief Pay Clerk
(Pay officer)

U. S. GOVERNMENT PRINTING OFFICE : 1941—O-283741

STANDARD FORM No. 14a
APPROVED BY THE PRESIDENT
MARCH 10, 1926

PACIFIC TELEGRAPH

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

U. S. COAST GUARD

FROM COMMANDER, SAN FRANCISCO DISTRICT/

BUREAU LIGHTHOUSE SERVICE, DEPARTMENT OF COMMERCE

CHG. APPROPRIATION GENERAL EXPENSES, LIGHTHOUSE SERVICE

CHARGES COLLECT

SAN FRANCISCO, CALIFORNIA

12 MAY, 1941.

KEEPER, PIEDRAS BLANCAS LIGHT STATION
CAMBRIA, CALIFORNIA (TELEPHONE CAMBRIA 12 F 2)

LEAVE GRANTED

R. S. PATCH

CONFIRMATION

TELEPHONED TO: NO 810 10:07 AM, 12 May, 1941.

75

San Francisco, California,
12 June, 1941.

From: Commander, San Francisco District.
To : Norman L. Francis, Keeper, Piedras Blancas Light Station.

Subject: Visitors.

Reference: (a) Your letter 28 May, 1941.

1. Reference (a) was received in this Office on June 2nd and inadvertently overlooked.

2. Permission is granted for the visit of Mr. Jack Tuxford, your wife's brother, 1841 North Alexandria Street, Los Angeles, California, with your family at the Station from 30 May to 1 June, 1941, subject to full compliance with the rules of the Coast Guard.

3. This permit is issued with the understanding that the Government will be in no way responsible for any accident or injury to any person sustained during his or her visit to the Reservation.

R.S. PATCH
Chief of Staff.

SAN FRANCISCO DISTRICT
JUN 2 1941
U. S. COAST GUARD

Treasury
DEPARTMENT OF ~~COMMERCE~~
LIGHTHOUSE SERVICE
U.S.C.G.

San Simeon,California.
28 May,1941.

C.G.File #80(Communications)

From:Keeper,Piedras Blancas Light-Station.
To:Commander,San Francisco District.

Subject:Visitors.

Sir;

Permission is requested to have as a visitor at this station from 30 May,1941. to 1 June,1941 inclusive;Mr.Jack.Tuxford. (brother of Mrs.Francis)who resides at 1841.N.Alexandria St in Los Angeles and whose occupation is that of a School-bus driver.

respectfully,
Norman L. Francis.
Keeper.

75

19 February, 1941.

From: Commander, San Francisco District.
To : Norman L. Francis, Keeper, Piedras Blancas Light Station.

Subject: Visitors.

Reference: (a) Your letter 17 May, 1941.

1. Permission is granted for Mrs. Myron C. Spencer of 1841 N. Alexandria Avenue, Los Angeles, California, to visit with your family at the Station from 16 May, 1941, to 8 June, 1941, subject tomfull compliance with the rules of the Service.

2. This permit is issued with the understanding that the Government will be in no way responsible for any accident or injury to any person sustained during his or her visit to the Reservation.

R. S. PATCH
Chief of Staff.

Treasury
DEPARTMENT OF ~~COMMERCE~~
LIGHTHOUSE SERVICE
U.S.C.G.

1941 COAST GUARD

San Simeon,California.
17 May,1941.

C.G.File #80(Communications)

From:Keeper,Piedras Blancas Light-Station.
To;Commander,San Francisco District.

Subject:Visitors to Station.

Sir;

1. Permission is requested to have as a visitor at this station,Mrs.Myron.C.Spencer(House-wife)sister to Mrs.Francis. Mrs.Spencer resides at 1841.N.Alexandria Ave in Los Angeles,Calif.

2. The length of the visit requested is from 16 May,1941 to 8 June,1941.

respectfully,

Norman L Francis

Keeper.

SAN FRANCISCO DISTRICT
MAY 12 1941
U. S. COAST GUARD

DEPARTMENT OF ~~COMMERCE~~ Treasury

LIGHTHOUSE SERVICE

U. S. C. G.

San Simeon, California.
10 May, 1941.

C.G. File #70 (Leave)

From: Keeper, Piedras Blancas Light-Station.
To: Commander, San Francisco District.

Subject: Leave of Absence.

Reference: Enclosed Form. 76

Sir;

1. The request for Leave enclosed here-in is for the purpose of taking my son to Los Angeles for examination for appointment as cadet in the U. S. Coast Guard. He has qualified physically. Authority to report for examination received.

2. If Leave is granted, will your office wire "Leave Granted" collect?

respectfully,

Norman L. Francis

Keeper.

75

APR 8 1941
U.S. COAST GUARD

Treasury
DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE
U.S.Coast Guard.

8 April, 1941.

From: Commander, San Francisco District.
To : N. L. Francis,Keeper, Piedras Blancas Light Station.

Subject: Visitors at Station.

Reference: (a) Your letter 6 April, 1941.

Permission is granted for the visit of Vernon Sloulin of San Luis Obispo, California, with your family at the Station from April 7th to 13th, inclusive, subject to full compliance with the rules of the Coast Guard.

This permit is issued with the understanding that the Government will be in no way responsible for any accident or injury to any person sustained during his or her visit to the Reservation.

R.S. PATCH,
Chief of Staff.

Treasury
DEPARTMENT OF ~~COMMERCE~~
LIGHTHOUSE SERVICE
U.S.Coast Guard.

San Simeon,California.
6 April,1941.

C.G.File # 80(Communications)

From;Keeper,Piedras Blancas Light-Station.
To:Commander,San Francisco District.

Subject:Visitors.

Sir;

I respectfully request permission to have as a visitor(from 7 April,1941 to 13 April,1941) Vernon Sloulin (20) of San Luis Obispo.He is A J.C.student and classmate of my son.

respectfully,
Howard L. Francis.

Keeper.

75

21 February, 1941.

From: Commander, San Francisco District.
To : Keeper, Piedras Blancas Light Station.

Subject: Transfer to other Departments.

Reference: (a) Your letter 17 February, 1941.

1. You are advised that should you be able to obtain a transfer to another Department of the Government, this Office will offer no objection to your transfer. If you are interested in obtaining a transfer to a position with the Civil Aeronautics Authority, you should address a letter to that Office at Santa Monica, California, via the Commander, San Francisco District, U. S. Coast Guard, requesting that should a vacancy arise in the desired position, consideration be given to your transfer thereto. You should be particular to state your qualifications. Civil Service Form 375 is enclosed for your use in listing the various positions which you have held, which Form should accompany your letter requesting transfer.

2. The Office of the District Civil Service Manager, this City, holds examinations from time to time for the various mechanical trades and you might establish eligibility on one of the registers established from these examinations from which you would be certified to the other Government Agencies. If you address a letter to the Manager, 12th U. S. Civil Service District, Room 119, Federal Office Building, San Francisco, California, and request to be notified when the next examinations for the positions in which you are interested and for which you are qualified are to be held, you will be advised when those examinations are announced.

2. At present there is no position vacant in this District for a mechanic or machinist and no vacancy is contemplated in the near future.

By direction,

R. S. PATCH.

STRICT
FEB 19 1941
U. S. COAST GUARD

Treasury
DEPARTMENT OF ~~COMMERCE~~
LIGHTHOUSE SERVICE
U.S.Coast Guard.

San Simeon,California.
17 February,1941.

C.G.File.#80(Communications)

From:Keeper,Piedras Blancas Light-Station.
To:Commander,San Francisco District.

Subject;Transfer to other branch of Government Service.

Sir;

Please advise if there are any other branch of Government Service open to Lighthouse Keepers,requiring same type of experience.

I am interested in the Civil Aeronautics Authority as Junior Mechanic(Airway Beacon Maintainence).Or has the Coast Guard Service anything to offer except Lighthouse-keeping.

respectfully,

Norman L. Francis

Keeper.

O.K.I.
C.A.A.
Ok. advise 7 names he might submit into from Civil Service as to probation exams. for position he may be qualified to fill. As he can abide in C.A.A. through this. No positions vacant in this Dist. at present when his name could be selected as a mechanic by

Form No. 2668
TREASURY DEPARTMENT
U. S. Coast Guard
Form approved by Comptroller General, U. S.
April 13, 1934
(Revised 1937)

S. V. No. 42

Pay No. .....

REPORT OF CHANGE IN PAY STATUS

FRANCIS	NORMAN	L.	CIVILIAN	KEEPER
(Surname)	(First name)	(Middle initial)	(Service No.)	(Rank or rating)

PIEDRAS BLANCAS LIGHT STATION SAN FRANCISCO DISTRICT	SAN FRANCISCO, CALIFORNIA,	31 JANUARY, 1941.
(Unit)	(Place)	(Date)

From: COMMANDING OFFICER.
To: PAY OFFICER.

You are hereby authorized to adjust the pay accounts of the above named for the following reason:

16 JANUARY, 1941 - Promotion

From: $1500 p.a. plus $240 p.a. Qtrs. To: $1560 p.a. plus $240 p.a. Qtrs.

AUTHORITY: Secretary of the Treasury 1-16-41

COMMANDER, USCG
R. S. PATCH (Commanding)

COMMANDER, SAN FRANCISCO DISTRICT
BY DIRECTION (Title)

---

1. Receipt of this authorization is hereby acknowledged. The accounts of the above named have been adjusted.

17 February, 1941 (Date)

C. L. BRINKLEY, Chief Pay Clerk
(Pay officer)

U. S. GOVERNMENT PRINTING OFFICE 0 10936

Department of Treasury
Lighthouse
U.S.C.G.

San Simeon, California,
24 February, 1941.

From: Norman L. Francis, Piedras Blancas Light Station
To : G.W. Hammond, Chief Clerk, Civil Aeronautics Authority
Santa Monica, California.

(Through Commander, San Francisco District)
U.S. COAST GUARD.

Dear Sir:

Referring to completed forms 375, which I submitted your office as of December, 1938, for consideration relative to position as a Junior General Mechanic, it is hoped that such application is still favorable for consideration in the event a vacancy occurs.

My office has advised me that it will offer no objection should I be able to obtain a transfer to another Department of the Government. Please advise if application is still on file.

Yours truly,

/s/ NORMAN L. FRANCIS

Keeper.

---

75 1st INDORSEMENT San Francisco, California,
SAN FRANCISCO DISTRICT 11 March, 1941.

From: Commander, San Francisco District.
To : G.W. Hammond, Chief Clerk, Civil Aeronautics Authority,
Santa Monica, California.

1. This Office will interpose no objection to Mr. Francis' transfer. His services have been satisfactory as a Keeper in this District.

By direction.

R.S. PATCH, COMMANDER U.S.C.G.

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared January 10, 1941.

Name: Francis, Norman L.

From: U.S.Coast Guard

Bureau No: 712

Promotion

	FROM	TO
Position		Keeper
Grade		
Salary	Field (Range $1440-1800) $1500 p.a. plus $240 p.a.Ctrs.	Field (Range $1440-1800) $1560 p.a. plus $240 p.a.Ctrs.
Bureau or Div. Organizational Subdivisions		U.S.Coast Guard
Headquarters		San Francisco, Calif.
Post of Duty		Piedras Blancas Lt.Sta.,Calif.
Appropriation		Civilian Employees, C.G.
Allotment		
Field or Deptl.		Field

EFFECTIVE
Remarks: January 16, 1941.

Justification:

No increase in pay since February 1, 1937.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION

DATE OF BIRTH

LEGAL RESIDENCE

SEX: M | RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

SUBJECT TO RETIREMENT ACT?

Lighthouse Act

DATE OF OATH

1-16-41

SUBORDINATE ADMINISTRATIVE OFFICE

75

San Francisco, California,
27 November, 1940.

From: Commander, San Francisco District.
To : Norman L. Francis, Keeper, Piedras Blancas Light Station.

Subject: Visitors.

Reference: (a) Your letter 22 November, 1940.

1. Authority for the unexpected week-end visit of Mrs. A. Tuxford, Jack Tuxford and Mrs. Jerry O'Day of 1841 Alexandria Street, Los Angeles, California, and Mrs. Eugene Richee and son Gene Richee of 819 North La Jolla Street, Hollywood, California, is herewith given.

2. This permit is issued with the understanding that the Government will be in no way responsible for any accident or injury to any person sustained during his or her visit to the Reservation.

By direction,

R. S. PATCH.

Treasury
DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE
U.S.C.G.

COAST GUARD

San Simeon,California.
22 Nov,1940.

C.G.File.#80(Communications)

From:K eeper,Piedras Blancas Light-Station.
To:Superintendent of Lighthouses,San Francisco District.

Subject:Visitors.

Sir;

Please be advised that Mrs.A.Tuxford(House wife)Jack Tuxford (School-bus driver)& Mrs.Jerry O'Day(House-wife)of 1841 N.Alexandria St Los Angeles,including Mrs.Eugene.Richee(house-wife)with son Gene.Richee, of 819 N.La Jolla St,Holly-wood Calif;arrived at station unexpectfully for weekend visit,the approval of which is respectfully requested your office.

respectfully,
Norman L. Francis.
Keeper.

75

19 September, 1940.

From: Commander, San Francisco District.
To : Keeper, Piedras Blancas Light Station.

Subject: Visitors.

Reference: (a) Your letter 17 September, 1940.

1. Permission is granted for the visit of Mrs. Jerry O'Day, your wife's sister, of Cambria, California, to visit with your family at the Station over Saturday and Sunday, September 21 and 22, 1940, subject to full compliance with the Rules of the Service.

2. Permission is also granted for periodical week-end visits of Mrs. O'Day with your family at the Station, with the understanding that her visits are in no way to interfere with the work of the Station.

3. This permit is issued with the understanding that the Government will be in no way responsible for any accident or injury to any person sustained during his or her visit to the Reservation.

By direction,

R. S. PATCH.

...L COMMUNICATIONS TO
...ENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

Treasury
DEPARTMENT OF ~~COMMERCE~~
LIGHTHOUSE SERVICE

U.S.C.G.

OFFICE OF SUPERINTENDENT, 18TH DISTRICT
CUSTOMHOUSE
SAN FRANCISCO, CALIF.



San Simeon, California.
17 September, 1940.

C.G.File.#80(Communications)

From: Keeper, Piedras Blancas Light-Station.
To: Superintendent of Lighthouses, San Francisco District.

Subject: Visitors.

OK

Sir;

1. Respectfully request permission to have as a visitor over saturday(21 Sept) to Sunday(22 Sept); Mrs.Jerry.O'Day(House wife)and sister of Mrs.Francis.
Mrs.Jerry.O'Day's present residence is Cambria, Calif, which is 16 miles from Piedras Blancas Light-Station.

2. It is respectfully requested further, if Mrs.O'Day can make periodical week-end visits with her sister (Mrs.Francis)at the light-station.

respectfully,

Norman L. Francis

Keeper.

75

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

26 August, 1940.

From: Commander, San Francisco District.
To : Norman L. Francis, Keeper, Piedras Blancas Light Station.

Subject: Visitors at Station.

Reference: (a) Your letter 23 August, 1940.

1. Permission is granted for Mrs. Jerry O'Day, your wife's sister, of 717-1/2 N. Ardmore St., Los Angeles, California, to visit with your family at the Station for the period from 23 August to 30 Augus, inclusive, subject to full compliance with the Rules of the Service.

2. This permit is issued with the understanding that the Government will be in no way responsible for any accident or injury to any person sustained during his or her visit to the Reservation.

By direction,

O. L. JENKINS

Acting Superintendent.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

AUG 21 1940
SAN FRANCISCO

OFFICE OF SUPERINTENDENT, 18TH DISTRICT
CUSTOMHOUSE
SAN FRANCISCO, CALIF.

Piedras Blancas Light-Station.
San Simeon,California.
23 August,1940.

From:Keeper,Piedras Blancas Light-Station.
To:Superintendent of Lighthouses,San Francisco District.

C.G.File.#80(Communications)

Sir;

Respectfully request permission to have as a vistor, Mrs.Jerry.O'Day of 717½ N.Ardmore St. Los Angeles,Calif,and is the sister of Mrs.Francis.

It is expected that the visit will be from 23 August to 30 August.

respectfully,

Norman L. Francis

Keeper.

LIGHTHOUSE SUPERINTENDENT
JUL 16 1940
SAN FRANCISCO

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

Result of phone message—now he doesn't want leave

San Simeon, Calif
14 July, 1940.

C.G. File. #80 (Communications)

From: Keeper, Piedras Blancas Light-Station.
To: Superintendent of Lighthouses, San Francisco District.

Subject: Leave
Reference: Telephonic conversation of 10 July, 1940.

Sir;

Please be advised that it will not be necessary for me to take Leave as requested. I am advised that Mrs. Jerry. O'Day (Mrs Francis's sister did not sail from Panama, due to a last change in orders.

However, this request might come up again in the near future, when certain confusion in this matter is cleared up.

respectfully,

Norman L. Francis

Keeper.

75

6 August, 1940

From: Commander, San Francisco District.
To : Keeper, Piedras Blancas Light Station.

Subject: Visitors at Station.

Reference: (a) Your letter 3 August, 1940.

1. Permission is granted Miss Dorothy Rogers of 1426 Benito Ave., Burlingame, California, to visit with your family at the station for the period from August 9 to August 16, 1940, subject to full compliance with the Rules of the Service.

2. This permit is issued with the understanding that the Government will be in no way responsible for any accident or injury sustained during her visit to the reservation.

By direction,

P. B. CRONK



DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

8/6/40

San Simeon, California
3 August, 1940.

C.G.File.#80(Communications)

From: Keeper, Piedras Blancas Light-Station.
To: Superintendent of Lighthouses, San Francisco, Calif.

Sir;

I respectfully request permission to have Miss Dorothy.Rogers (17) of 1426 Benito Ave; Burlingame, California, visit my daughter from Aug. 9, 1940 to Aug. 16, 1940.

respectfully,

Norman L. Francis

Keeper.

75

San Francisco, California,
22 June, 1940.

From: Commander, San Francisco District.
To : Keeper, Piedras Blancas Light Station.

Subject: Visitors at Station.

Reference: (a) Your letter 20 June, 1940.

1. Permission for the visit of Mrs. A. Tuxford and her son Jack Tuxford, the mother and brother of your wife, for the period June 20th to 23, 1940, is approved, subject to full compliance with the rules of the Service. In future cases, the place of residence of the visitors should be given.

2. This permit is issued with the understanding that the Government will be in no way responsible for any accident or injury to any person sustained during his or her visit to the Reservation.

By direction,

O. L. JENKINS

Acting Superintendent.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
JUN 22 1940
SAN FRANCISCO

C.G.File.#80(Communications)

San Simeon,California
20 June,1940.

From:Keeper,Piedras Blancas Light-Station.
To:Superintendent of Lighthouses,San Francisco District.

Sir;

I respectfully request permission to have Mrs.A.Tuxford and Jack Tuxford(Mother and brother of Mrs.Francis)visit this station from 20 June to 23 June(inclusive).

respectfully,

Norman L Francis

Keeper.

LIGHTHOUSES
SUPERINTENDENT
JUN 3 1940
SAN FRANCISCO

Treasury
DEPARTMENT OF ~~COMMERCE~~
LIGHTHOUSE SERVICE
Coast Guard.

PIEDRAS BLANCAS

San Simeon, California
29 May, 1940.

From: Keeper, Piedras Blancas Light-Station.
To: Superintendent of Lighthouses, San Francisco District.

C.G. File # 70 (Leave)

Subject: My Leave request as of 23 May, 1940.

Sir;

Please be advised that my address while on Leave will be:

"General Delivery" ---Camp 16---Yosemite National Park, California instead of Camp Curry.

respectfully,

Monnan L. Francis.

Keeper.

STANDARD FORM No. 14a
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

U.S. COAST GUARD
FROM COMMANDER, SAN FRANCISCO DISTRICT/
TREASURY DEPARTMENT
BUREAU LIGHTHOUSE SERVICE, DEPARTMENT OF COMMERCE
CHG. APPROPRIATION GENERAL EXPENSES, LIGHTHOUSE SERVICE
CHARGES COLLECT

GOVERNMENT PRINTING OFFICE 11—9240

SAN FRANCISCO, CALIFORNIA, APRIL 4, 1940.

KEEPER, PIEDRAS BLANCAS LIGHT STATION
CAMBRIA, CALIFORNIA (TELEPHONE CAMBRIA 12 F 2)

REQUESTED LEAVE APPROVED

R. S. PATCH

WESTERN UNION

CONFIRMATION

#298

U. S. COAST GUARD

OFFICIAL DISPATCH

UNIT DATE 4 APRIL, 194Ø.

INCOMING HEADING

--PACIFIC TELEGRAPH CO--

NITE CAMBRIA, CALIF APRIL 3, 194Ø.

TEXT

SUPT OF LIGHTHOUSES, SANFRANCISCO-

REQUEST LEAVE APRIL 5TH TO 8TH INCLUSIVE UPON RETURN MR HARRINGTON TO DUTY APPLICATION FOLLOWS STOP ANSWER WIRE COLLECT-

N L FRANCIS
PIEDRAS BLANCAS LIGHTHOUSE

D.C.O.
S.E.DIV.
APR 7 PM 3:14
U.S. COAST GUARD
COMMUNICATIONS

OPERATOR'S RECORD

TOR – VIA TELEPHONE FROM PAC. TELEG. CO -1514 -SP/842

(IF RELAYED, SERVICE ON REVERSE) INITIALS OF "ACTION" OFFICER

FROM

CAMBRIA, CALIF

TO (FOR ACTION)		ACKNOWLEDGE
		PRIORITY
		ROUTINE
	XX	NITE
TO (FOR INFORMATION)		ACKNOWLEDGE
		PRIORITY
		ROUTINE
		NITE

"ACTION" OFFICER INITIAL AND RETURN ORIGINAL TO RADIOROOM, RETAINING COPY

U.S. GOVERNMENT PRINTING OFFICE 2—7879

STANDARD FORM NO. 14a
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

~~OFFICIAL BUSINESS — GOVERNMENT RATES~~

PACIFIC TELEGRAPH

FROM O.L.JENKINS, ACTG. SUPT. OF LIGHTHOUSES
Coast Guard THE TREASURY
BUREAU LIGHTHOUSE SERVICE, DEPARTMENT OF ~~COMMERCE~~

CHG. APPROPRIATION ~~GENERAL EXPENSES LIGHTHOUSE SERVICE~~

CHARGES COLLECT

GOVERNMENT PRINTING OFFICE 11—9240

SAN FRANCISCO, CALIFORNIA, DEC. 7, 1939.

KEEPER, PIEDRAS BLANCAS LIGHT STATION
CAMBRIA, CALIFORNIA (CAMBRIA 12 F 2)

LEAVE DECEMBER SEVENTH TO TENTH APPROVED

JENKINS

PHONED NO. 861 BY EMA
11:00 AM, Dec. 7, 1939.

O. L. JENKINS

STANDARD FORM No. 14a
APPROVED BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM Commander, San Francisco Dist. U.S. COAST GUARD / Coast Guard, Treasury

BUREAU LIGHTHOUSE SERVICE, DEPARTMENT OF COMMERCE

CHG. APPROPRIATION GENERAL EXPENSES, LIGHTHOUSE SERVICE

CHARGES COLLECT

GOVERNMENT PRINTING OFFICE 11—9240

SAN FRANCISCO, CALIF., 8 APRIL, 1940.

NORMAN L FRANCIS, LIGHTHOUSE KEEPER
CARE WESTERN UNION
SAN PEDRO, CALIFORNIA

EXTENSION LEAVE GRANTED

JENKINS

CONFIRMATION

OFFICIAL BUSINESS

...VICE
...full-rate
... or Cable
...nless its de-
... character is in-
...ted by a suitable
...mbol above or pre-
ceding the address.

APR 8 1940
SAN FRANCISCO

WESTERN UNION

1201

SYMBOLS
DL = Day Letter
NT = Overnight Telegram
LC = Deferred Cable
NLT = Cable Night Letter
Ship Radiogram

R. B. WHITE
PRESIDENT

NEWCOMB CARLTON
CHAIRMAN OF THE BOARD

J. C. WILLEVER
FIRST VICE-PRESIDENT

The filing time shown in the date line on telegrams and day letters is STANDARD TIME at point of origin. Time of receipt is STANDARD TIME at point of destination

1940 APR 7 PM 7 21

SE710 10 NT=LOSANGELES CALIF 7

SUPT OF LIGHTHOUSES=

CUSTOM HOUSE SFRAN=

Ema - Wed
Lw d Telegram
Called

REQUEST 36 HOUR EXTENSION LEAVE ANSWER COLLECT CARE

WESTERNUNION SANPEDRO=

N L FRANCIS.

36.

2 April, 1940.

From: Commander, San Francisco District.
To : Keeper, Piedras Blancas Light Station.

Subject: Coast Guard Academy.

Reference: Your letter 31 March, 1940.

1. The information requested in your letter is contained in the various pamphlets inclosed.

By direction,

/s/ R.S.PATCH

R.S.PATCH.

LIGHTHOUSE SUPERINTENDENT
APR 2 1940
SAN FRANCISCO

San Simeon, California
31 March, 1940

U. S. Coast Guard.
To Superintendent of Lighthouses, San Francisco District.

Sir;

Would your Office furnish such information possible, pertaining to Coast Guard enlistment. That in required age, education & etc.

My son, who will be 18 years old this December and is graduating from High School this year, has expressed considerable interest in the Coast Guard Academy, and wished to know if an opportunity presents itself for such, in join--ing the Coast Guard first hand. However, in any case, it is expected that he will take up mathematics, english and such essentials, requisite for application for examination for appointment, at Poly-Tec High at San Luis Obispo, if direct entry into Coast Guard for the purpose of trying for an appointment into the Coast Guard Academy, is discouraged.

respectfully,

Norman L. Francis

Keeper.

2 April, 1940.

From: Commander, San Francisco District,
To : Keeper, Piedras Blancas Light Station.

Subject: Extension of visit of Mrs. Jerry O'Day.

Reference: (a) Your letter 31 March, 1940.

1. The extension of the visit of Mrs. O'Day from March 23rd to April 3rd is approved.

By direction,

R. S. PATCH.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.



Treasury
DEPARTMENT OF ~~COMMERCE~~
LIGHTHOUSE SERVICE
U.S.Coast Guard

OFFICE OF SUPERINTENDENT, 18TH DISTRICT
CUSTOMHOUSE
SAN FRANCISCO, CALIF.

San Simeon,California
31 March,1940

From:Keeper,Piedras Blancas Light-Station.
To:Superintendent of Lighthouses,San Francisco District.

Subject:Extention of visit of Mrs.Jerry.O'Day.

Reference:Office approval of visit (original)March.23rd to April.3rd.

Sir;

I respectfully request an extention of Mrs.Jerry.O'Day visit of from April.3rd to about the 12th.Mrs.O'Day is awaiting passage by steamer to Balboa(Canal Zone to join her husband,who is Sergeant in the 73d Coast Artillery.3rd Batry,stationed at Corozal(Canal Zone),and it will be possibly a week or more before passage can be procured.

respectfully,
Norman L. Francis.
Keeper.

23 March, 1940.

From: Commander, San Francisco District.
To : Keeper, Piedras Blancas Light Station.

Subject: Visit of Mrs. Jerry O'Day.

Reference: Your letter 21 March, 1940.

1. The visit of Mrs. Jerry O'Day with your family at the Station for a period of about ten days commencing March 23rd, is approved.

2. This permit is issued with the understanding that the Government will be in no way responsible for any accident or injury to any person sustained during his or her visit to the Reservation.

BY DIRECTION,

R. S. PATCH.

ALL COMMUNICATIONS TO
INTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

LIGHTHOUSE SUPERINTENDENT
MAR 23 1940
SAN FRANCISCO

Treasury
DEPARTMENT OF ~~COMMERCE~~
LIGHTHOUSE SERVICE
U.S.Coast Guard.

OFFICE OF SUPERINTENDENT, 18TH DISTRICT
CUSTOMHOUSE
SAN FRANCISCO, CALIF.

San Simeon,Calif.
21 March,1940

From:Keeper,Piedras Blancas Light-Station
To:Superintendent of Lighthouses,San Francisco District.

Sir;

Permission is respectfully,for the visit at this station, for Mrs.Jerry.O'Day(sister of Mrs.Francis)for a period of ten days starting 23 March,1940.

respectfully,
Norman L. Francis
Keeper.

Treasury
DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE
U.S.Coast Guard

Encl
#4



San Simeon,Calif.
2 March,1940

From:Keeper;Piedras Blancas Light-Station
To:Superintendent of Lighthouses,San Francisco District,

Sir;

Please be advised that Mrs.Francis's mother,brother,& sister arrived unexpectly and visited from saturday over to monday.

respectfully,

Thomas L. Francis.
Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
DEC 19 1939
SAN FRANCISCO

Emma
Tell him OK

OFFICE OF SUPERINTENDENT, 18TH DISTRICT
CUSTOMHOUSE
SAN FRANCISCO, CALIF.

San Simeon, California
18 December, 1939

From: Keeper, Piedras Blancas Light-Station
To: Superintendent of Lighthouses, San Francisco, Calif

Sir;

The Mother of Mrs. Francis, has been taken seriously ill where-upon Mrs. Francis has left to see her. From telegraphic communication, it has been learned that a possible serious operation will be necessary, possibly determined by the decision of the mother's immediate family.

In this instance it will be desireable to be all togather for whatever crisis may occur. My wife expects to advise me of developments which may require my children and my own presence in Los Angeles and I respectfully wish to ask the Office that if Leave is necessary at any time this week, could such be charged against accrument of same this coming "Leave" year.

This will save me some considerable financial embarress-ment, which would arise if the emergency came up requiring "Leave," the same which is in excess for 1939, and would not possibly be granted under ordinary circumstances.

respectfully,

Norman L. Francis.

Keeper.

Note: "Leave" will not possibly exceed five days at most.

N Francis

San Francisco, California,
19 December, 1939.

From: Acting Superintendent of Lighthouses.
To: N.L.Francis, Keeper, Piedras Blancas Light Station.

Subject: Excess leave.

Reference: (a) Your letter 15 December, 1939.

1. You are advised that leave in a calendar year for keepers with long service can only be charged either to accumulated and accrued leave or leave to be accrued to the close of December 31st of the calendar year in which the leave is taken. In no case can leave be charged to leave to be accrued in the next calendar year. This refers to annual leave. Sick leave taken by old employees may be charged up to 30 days advance leave at the discretion of the head of the Office.

2. Any leave taken by you in this calendar year between the dates of December 15th and 31st must be charged to excess leave and deduction therefor made from your January, 1941, pay check.

O. L. JENKINS

San Francisco, California,
11 December, 1939.

From: Acting Superintendent of Lighthouses
To: Norman L. Francis, Keeper, Piedras Blancas Light Station.

Subject: Excess Leave

1. You are advised that up to the close of November 30th, you had taken 29 days, 1 hour and 15 minutes annual leave. The annual leave taken by you in December from the 7th to the 10th is all excess leave since up to the close of December 31,1939, you only have accrued and accumulated leave of 28 days and 19 hours to your credit.

2. The Acting Superintendent by waiving some of the small amounts of leave taken by you from 2 to 4 hours can probably cut down your leave enough to even up your leave but you should take no more annual leave during the month of December. You will be further advised after the close of December 31st whether excess leave will have to be deducted from your January pay check.

3. The above leave taken by you is for periods of annual leave requested on Form 76 and the annual leave in short periods shown on your monthly report Form 65. Care should be taken by you at the close of the year to see that your annual leave is not exceeded, especially now that you are in the Coast Guard. You should easily be able to keep track of your leave.

O. L. JENKINS

LIGHTHOUSE SUPERINTENDENT
NOV 22 1939
SAN FRANCISCO

San Simeon, California
18 November, 1939

From: Keeper, Piedras Blancas Light-Station
To: Commandant, U. S. Coast Guard; Washington, D.C
(Through the Superintendent of Lighthouses, San Francisco, California.)

Subject: Enlistment into Coast Guard Service.
Reference: Personnel Bulletin No. 16-39; 5 October, 1939.

Sir;

I respectfully present my application for enlistment into the U. S. Coast Guard Service, for consideration.

respectfully,

Norman L. Francis

Keeper.

C C Gottschalk

SFD Form 106



TREASURY DEPARTMENT
United States Coast Guard, San Francisco District

REPORT OF ABSENCES FOR January 1941 — Norman.L.Francis (Employee's Name)

SUBMITTED: 31 January 1941 Norman L. Francis (Signature) — Keeper (Title) — Piedras Blancas Light-Station (Station)

Absences			Total absences			Chargeable												Remarks
						OB			AL			SL			Compensatory			
Date	From	To	Days	Hrs.	Min.	Da	Hr	Mn	Da	Hr	Mn	Da	Hr	Mn	Da	Hr	Mn	
TOTAL PREVIOUS LEAVE TAKEN THIS CALENDAR YEAR----																		
10	8 am	--																
11	--	8 am	1						1									
24	6 pm	--																
29	9/11	9 am	4	15					3	15								

SFD Form 106



TREASURY DEPARTMENT
United States Coast Guard, San Francisco District

REPORT OF ABSENCES FOR **February** 1941 — **Norman.l.Francis** (Employee's Name)

SUBMITTED: **1 March** 1941 — Norman.l.Francis (Signature) — **Keeper** (Title) — **Piedras Blancas Light-Station** (Station)

Absences			Total absences			Chargeable												Remarks
Date	From	To	Days	Hrs.	Min.	OB			AL			SL			Compensatory			
						Da	Hr	Mn	Da	Hr	Mn	Da	Hr	Mn	Da	Hr	Mn	
	TOTAL PREVIOUS LEAVE TAKEN THIS CALENDAR YEAR----								4	3								
8	9 am	--																
9	--	9 am	1						1									
10	6 pm	9 pm		3						3								
19	8 pm	Mid		4						4								
22	6.30p	10 pm		3	30					3	30							
26	6.30p	10 pm		3	30					3	30							
									1	10	30							

SFD Form 106

SAN FRANCISCO DISTRICT
APR 1 1941
U. S. COAST GUARD

TREASURY DEPARTMENT
United States Coast Guard, San Francisco District

REPORT OF ABSENCES FOR March 1941

Norman.L.Francis ✓
(Employee's Name)

SUBMITTED: 31 March 1941 Norman L. Francis ✓
(Signature)

Keeper
(Title)

Piedras Blancas Light-Station
(Station)

Absences			Total absences			Chargeable												Remarks
						OB			AL			SL			Compensatory			
Date	From	To	Days	Hrs.	Min.	Da	Hr	Mn	Da	Hr	Mn	Da	Hr	Mn	Da	Hr	Mn	
TOTAL PREVIOUS LEAVE TAKEN THIS CALENDAR YEAR----									5	17								
8	8 Am	--																
9	--	8 Am	1						1 ✓									
14	7 Pm	11 Pm		4						4 ✓								
28	6.30Pm	11 Pm		4½						4½ ✓								

SFD Form 106

SAN FRANCISCO DISTRICT
MAY 1 1941
U. S. COAST GUARD

TREASURY DEPARTMENT
United States Coast Guard, San Francisco District

REPORT OF ABSENCES FOR APRIL 19 41

Norman.L.Francis
(Employee's Name)

SUBMITTED: 30 April 1941 Norman L. Francis. (Signature) Kepper (Title) Piedras Blancas Light-Station. (Station)

Absences			Total absences			Chargeable												Remarks
						CB			AL			SL			Compensatory			
Date	From	To	Days	Hrs.	Min.	Da	Hr	Mn	Da	Hr	Mn	Da	Hr	Mn	Da	Hr	Mn	
TOTAL PREVIOUS LEAVE TAKEN THIS CALENDAR YEAR----									7	1	30							
19	Noon	--																
20	--	Mid	1	12					1	6								6 hrs for Church.
25	8.30Pm	11Pm		2	30					2	30							
29	8 Pm	11 Pm		3						3								

Form 76

SICK AND ANNUAL LEAVE

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

E 11 A

Original

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

REQUEST

PIEDRAS BLANCAS LIGHT-STATION. AUGUST.5, 1939
(Station.)

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

I respectfully request that I be granted 15 (1 day annual) days of ~~shore~~ SICK liberty or leave, from July.17,1939 to Aug.2, inclusive, 1939. I have had no sick leave days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

~~_____~~, ~~_____~~
(Name.) (P. O. Address.)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

MARINE HOSPITAL, SAN FRANCISCO, CALIFORNIA
(Street or R. D. Route.) (City.) (State.)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L. Francis
Keeper in charge.

Norman L. Francis
(Applicant's signature.)

KEEPER
(Title.)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, August 9,1939., 19

The above application for shore liberty or leave is hereby approved for 15 days, from July 17 to August 2nd, inclusive, 1939.

Substitute need not be furnished during this absence.
(Insert "must" or "need not.")

O.L. Jenkins

Acting *Superintendent,* 18th *Lighthouse District.*

FINAL REPORT

Absence begun: At 9.45 a.m. July.17, 1939.
(State nearest hour.)

Returned to duty: At 6 p.m. Aug.2, 1939.
(State nearest hour.)

Period of absence: 16 da. 8 hrs. 45 min days.

Period charged: 15 da sick 1 da 8 hrs 45 min annual days.

Certified correct and forwarded.

Norman L. Francis
Keeper in charge.

(Applicant's signature.)

11—882 (Title.)

No. _____

CERTIFICATE OF DISCHARGE

U. S. Marine Hospital
San Francisco, California

From U. S. _____ At _____
(Marine hospital or relief station)

August 1, 1939

THIS IS TO CERTIFY that Francis Norman L.
(Surname) (First) (Middle)

was treated in the Hospital as a Hospital patient
(Hospital or dispensary) (Hospital or out-)

from July 18, 1939 to August 1, 1939
(Date of admission) (Date of discharge)

Class of beneficiary ~~U.S.~~ E.C.W. Condition on discharge Improved

Reason for discharge Not in need further hospitalization

Certified service on last vessel Piedras Blancas Light House Station. Name of vessel _____

DESCRIPTION Missouri

Nativity _____
Date of birth May 1, 1899
Color White
Complexion Ruddy
Height 5' 10 1/2"
Eyes Blue
Hair Brown

REMARKS:

V.A.D.

R. H. Creel

R. H. Creel,
Medical Director, U.S.P.H.S.
Surgeon.

_____
(Signature of patient)

NOTE.—Retain copy for station files.

U. S. GOVERNMENT PRINTING OFFICE 2—2035

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS



DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

REQUEST

Piedras Blancas (Station.), August.11, 1939

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

I respectfully request that I be granted 9 (annual) days of shore liberty or leave, from August.15.1939 to August.26, inclusive, 1939. I have had 10 da-3 hr days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

_____ (Name.), _____ (P. O. Address.)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

Gen.Del (Street or R. D. Route.), San Francisco,California (City.) (State.)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L Francis
Keeper in charge.

Norman L Francis
(Applicant's signature.)

Keeper. (Title.)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, August 14th, 1939

The above application for shore liberty or leave is hereby approved for 9 days, from August 15th to August 26th, inclusive, 1939.

Substitute need not be furnished during this absence.
(Insert "must" or "need not.")

O. L. Jenkins

Acting *Superintendent, 18th Lighthouse District.*

FINAL REPORT

Absence begun: At 6 A M. Aug.17, 1939.
(State nearest hour.)

Returned to duty: Noon M. Aug.26, 1939.
(State nearest hour.)

Period of absence: 11-6/24 days.

Period charged: 9-18/24 days.

Certified correct and forwarded.

Norman L Francis
Keeper in charge.

_____
(Applicant's signature.)

_____
(Title.)

11—882

Form 76

DEC 13 1939
SAN FRANCISCO

Enlg. 2

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF ~~COMMERCE~~ Treasury
LIGHTHOUSE SERVICE

REQUEST

Piedras Blancas (Station.), 11 Dec, 1939

SUPERINTENDENT OF LIGHTHOUSES, ------ DISTRICT:

I respectfully request that I be granted three days of shore liberty or leave, from 7 Dec.1939 to 10 Dec, inclusive, 1939. I have had 29 days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

---------- (Name.), ---------- (P. O. Address.)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

Gen.Del (Street or R. D. Route.), San Francisco (City.), California (State.)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L Francis
Keeper in charge.

Norman L Francis
(Applicant's signature.)

Keeper (Title.)

AUTHORITY

SAN FRANCISCO DISTRICT, U.S.COAST GUARD
OFFICE OF SUPERINTENDENT, ---------- DISTRICT, DECEMBER 13, 1939

The above application for shore liberty or leave is hereby approved for three days, from 7 December, 1939 to 10 December, 1939, inclusive, 19 .

Substitute need not be furnished during this absence.
(Insert "must" or "need not.")

O. L. Jenkins
San Francisco C.G.
Acting Superintendent, ---------- Lighthouse District.

FINAL REPORT

Absence begun: At 10.30a M. 7 Dec, 1939.
(State nearest hour.)

Returned to duty: At 4 pM. 9 Dec, 1939.
(State nearest hour.)

Period of absence: 2 da. 5 hr. 30 min. days.

Period charged: 2 da. 1 hr. 30 min. days.

Certified correct and forwarded.

Norman L Francis
Keeper in charge.

---------- (Applicant's signature.)

11—882 ---------- (Title.)

TOTAL LEAVE TAKEN BY YOU 31 days 2 hours 45 minutes. against 28 days, 19 hours accumulated and accrued to close December, 1939

LIGHTHOUSE SUPERINTENDENT
JAN 15 1940
SAN FRANCISCO

9 January, 1940.

MR. FRANCIS,

SUBMIT FORM C.A. 2. FORMS C.A. 1 and 2 SHOULD BE SUBMITTED ALWAYS AT THE SAME TIME.

Should Francis C.A. 3 + 4 both be submitted? Please send more forms C.A. 3.

M. Francis (1 for)

Proposed substitute is considered satisfactory and competent.

Norman L Francis
Keeper in charge.

Norman L Francis
(Applicant's signature.)

Keeper
(Title.)

AUTHORITY

SAN FRANCISCO DISTRICT, U.S. COAST GUARD

OFFICE OF SUPERINTENDENT, ... DISTRICT, 9 January, 1940.

sick leave

The above application for shore liberty or leave is hereby approved for two days, from 4 January 1940 to 6 January, 1940, inclusive, 19 .

Substitute need not be furnished during this absence.
(Insert "must" or "need not.")

O. L. Jenkins
San Francisco Coast Guard
Acting *Superintendent,* ..... *Lighthouse District.*

FINAL REPORT

Absence begun: At 9 a.m. 4 January, 1940.
(State nearest hour.)

Returned to duty: At 9 a.m. 6 January, 1940.
(State nearest hour.)

Period of absence: 2 days.

Period charged: 2 days.

Certified correct and forwarded,

Norman L Francis
Keeper in charge.

(Applicant's signature.)

11—882 (Title.)

Original

Sick Leave

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT JAN 15 1940 SAN FRANCISCO

REQUEST

Piedras Blancas (Station.), 6 January, 1940

SUPERINTENDENT OF LIGHTHOUSES, S.F DISTRICT:

I respectfully request that I be granted two days of ~~shore liberty~~ Sick Leave or leave, from 4 January, 1940 to 6 January, inclusive, 1940. I have had No days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

_____ (Name.), _____ (P. O. Address.)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

Piedras Blancas Light-Station (Street or R. D. Route.) San Simeon (City.), California (State.)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L Francis
Keeper in charge.

Norman L Francis
(Applicant's signature.)

Keeper (Title.)

AUTHORITY

SAN FRANCISCO DISTRICT, U.S. COAST GUARD

OFFICE OF SUPERINTENDENT, ~~San Francisco Lighthouse District, U.S. Coast Guard~~ DISTRICT, 9 January, 1940. sick leave

The above application for shore liberty or leave is hereby approved for two days, from 4 January 1940 to 6 January, 1940, inclusive, 19 .

Substitute need not be furnished during this absence.
(Insert "must" or "need not.")

O. L. Jenkins
San Francisco Coast Guard
Acting *Superintendent,* *Lighthouse District.*

FINAL REPORT

Absence begun: At 9 a M. 4 January, 1940. (State nearest hour.)

Period of absence: 2 days.

Returned to duty: At 9 a M. 6 January, 1940. (State nearest hour.)

Period charged: 2 days.

Certified correct and forwarded.

Norman L Francis
Keeper in charge.

(Applicant's signature.)

11—882 (Title.)

FORM NO. 14a
BY THE PRESIDENT
MARCH 10, 1926

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

U.S.COAST GUARD

FROM COMMANDER, SAN FRANCISCO DISTRICT/
TREASURY DEPARTMENT

BUREAU LIGHTHOUSE SERVICE, DEPARTMENT OF COMMERCE

CHG. APPROPRIATION GENERAL EXPENSES, LIGHTHOUSE SERVICE

~~COMMANDANT, U.S. COAST GUARD, WASHINGTON~~

GOVERNMENT PRINTING OFFICE 11—9240

SAN FRANCISCO, CALIFORNIA, JANUARY 5, 1940.

KEEPER, PIEDRAS BLANCAS LIGHT STATION
CAMBRIA, CALIFORNIA (TELEPHONE CAMBRIA 12 F 2)

PERMISSION GRANTED VISIT DESIGNATED PHYSICIAN US EMPLOYEES COMPENSATION

COMMISSION EITHER MARSHALL MUGLER OR TRASS AT SAN LUIS OBISPO

R. S. PATCH

WESTERN UNION

CONFIRMATION

...nt of _____ $ #361

		CABLE	
		ORDINARY	
...TER		URGENT RATE	
...RIAL		DEFERRED	
NIGHT LETTER		NIGHT LETTER	
SPECIAL SERVICE		SHIP RADIOGRAM	

Patrons should check class of service desired, otherwise the message will be transmitted as a telegram or ordinary cablegram.

WESTERN UNION

1206-B

CHECK
ACCOUNTING INFORMATION
TIME FILED

R. B. WHITE, PRESIDENT — NEWCOMB CARLTON, CHAIRMAN OF THE BOARD — J. C. WILLEVER, FIRST VICE-PRESIDENT

Send the following message, subject to the terms on back hereof, which are hereby agreed to

4 JAN.,1940

COLLECT GOVT MSG FROM CAMBRIA

TO: SUPT. OF LIGHTHOUSES

TURNED ANKLE TODAY JAN 4TH STOP POSSIBLE SPRAIN STOP REQUEST PERMISSION TO VISIT DESIGNATED PUBLIC HEALTH DOCTOR FOR EXAMINATION STOP

(SIGNED)
N FRANCIS KEEPER PIEDRAS BLANCAS
LIGHT STATION

CHARGED TO U.S.COASTGUARD CUSTOM HOUSE S.F.

.38 cents

TOR 743 PM VIA FOME BD

PACIFIC TELEGRAM

LIGHTHOUSE SUPERINTENDENT
JAN 3 1940
SAN FRANCISCO

CLASS OF SERVICE

Full Rate		Day Letter	SYMBOL DAY L	Night Letter	SYMBOL N L

IF NEITHER OF THE TWO SYMBOLS SHOWN ABOVE APPEARS AFTER THE CHECK (NUMBER OF WORDS) THIS IS A FULL RATE TELEGRAM. OTHERWISE ITS CHARACTER IS INDICATED BY THE SYMBOL APPEARING AFTER THE CHECK.

P12 SLO 16 22 1 EX COL GOVT CAMBRIA CALIF JAN 4 1940 730 PM

SUPERINTENDENT OF LIGHT HOUSES

U S COAST GUARD STATION BATTERY ST
CUSTOM HOUSE SAN FRANCISCO CALIF

TURNED ANKLE TODAY JANUARY FOURTH STOP POSSIBLE SPRAIN STOP

REQUEST PERMISSION TO VISIT DESIGNATED PUBLIC HEALTH DOCTOR FOR

EXAMINATION STOP

N FRANCIS KEEPER PIEDRAS BLANCAS LIGHT STATION

TELEPHONED
To D Ahlinger
Time 743P Date 1/4/40
By 817 Yu 676

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

APR 5 1940 SAN FRANCISCO

APR 3 1940 SAN FRANCISCO

REQUEST

Piedras Blancas Light-Station, 4 April, 1940
(Station)

SUPERINTENDENT OF LIGHTHOUSES, S.F DISTRICT:

I respectfully request that I be granted Four days of shore liberty or leave, from April.5,1940 to April.8, inclusive, 1940. I have had 2 da-9½hr days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

_____, _____
(Name) (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

717½ North.Ardmore St, Los Angeles, California
(Street or R. D. Route) (City) (State)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L Francis
Keeper.

Norman L Francis
(Applicant's signature)

Keeper.
(Title)

AUTHORITY

Commander, San Francisco District, U.S. COAST GUARD

OFFICE OF ~~SUPERINTENDENT~~, _____ DISTRICT, April 5,1940., 19____

The above application for shore liberty or leave is hereby approved for four days, from April 5 to April 8, inclusive, 1940.

Substitute need not be furnished during this absence. By direction.
(Insert "must" or "need not")

O. L. Jenkins
San Francisco C.G.

Acting *Superintendent,* _____ *Lighthouse District.*

FINAL REPORT

Absence begun: At 11 AM. April.5, 1940.
(State nearest hour)
(Leave extended 36 hrs)
Returned to duty: At 9 A M.10 April, 1940.
(State nearest hour)

Period of absence: 4-22/24 days.

Period charged: 3-10/24 days.

Certified correct and forwarded.

Norman L Francis
Keeper.

_____
(Applicant's signature)

_____
(Title)

11—882 GOVERNMENT PRINTING OFFICE

Form 76

LIGHTHOUSE SUPERINTENDENT MAY 24 1940 SAN FRANCISCO

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE C.G.File.#70(Leave)

Original

SAN FRANCISCO DISTRICT JUN 20 1940 U.S. COAST GUARD

REQUEST

Piedras Blancas (Station), 23 May, 1940

SUPERINTENDENT OF LIGHTHOUSES, S.F DISTRICT:

I respectfully request that I be granted 7 days of shore liberty or leave, from June. 10. 1940 to June.18, inclusive, 1940. I have had 8da.19½hr days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

_____ (Name), _____ (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

Yosemite National Park

General Delivery (Street or R. D. Route), Camp Curry(Mariposa County) (City), California (State)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L. Francis
Keeper.

Norman L. Francis
(Applicant's signature)

Keeper.
(Title)

AUTHORITY

Commander, San Francisco District, U.S. Coast Guard

OFFICE OF ~~SUPERINTENDENT~~, _____ DISTRICT, 24 May, 1940., 19____

The above application for shore liberty or leave is hereby approved for seven days, from 10 June to 18 June, inclusive, 1940

Substitute need not be furnished during this absence.
(Insert "must" or "need not")

O.L. Jenkins
San Francisco C.G.
Acting *Superintendent,* _____ *Lighthouse District.*

FINAL REPORT

Absence begun: At 6 a.M. 10 June, 1940.
(State nearest hour)

Returned to duty: At 9 a.M. 18 June, 1940.
(State nearest hour)

Period of absence: 8-3/24 days.

Period charged: 6-15/24 days.

Certified correct and forwarded.

Norman L. Francis
Keeper.

_____
(Applicant's signature)

_____
(Title)

11—882 GOVERNMENT PRINTING OFFICE

SICK Leave.

Form 16

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF ~~COMMERCE~~ Treasury

LIGHTHOUSE SERVICE



Original

REQUEST

Piedras Blancas (Station), 12 November, 1940

SUPERINTENDENT OF LIGHTHOUSES, S.F. DISTRICT:

I respectfully request that I be granted 2½ days of ~~shore liberty~~ Sick Leave or leave, from 10 November, 1940 to 12 November, inclusive, 1940. I have had 2 days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

----- (Name), ----- (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

Piedras Blancas Light-Station (Street or R. D. Route), San Simeon (City), California. (State)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L. Francis
Keeper.

Norman L. Francis (Applicant's signature)

Keeper. (Title)

AUTHORITY

OFFICE OF ~~SUPERINTENDENT~~ COMMANDER, SAN FRANCISCO DISTRICT, U.S. COAST GUARD, ~~XXXXXXXXXXXXX~~ DISTRICT, 15 November, 1940.

The above application for ~~shore liberty or~~ sick leave is hereby approved for 2-1/2 days, from 10 November to 12 November, inclusive, 1940.

Substitute need not be furnished during this absence.
(Insert "must" or "need not")

O. L. Jenkins
Acting *Superintendent,* San Francisco C.G. ~~Lighthouse~~ *District.*
By direction.

FINAL REPORT

Absence begun: At Noon M. 10 Nov, 1940. (State nearest hour)

Returned to duty: At 6pm M. 12 Nov, 1940. (State nearest hour)

Period of absence: 2-6/24 days.

Period charged: 18/24 days.

Certified correct and forwarded.

Norman L. Francis
Keeper.

(Applicant's signature)

(Title)

11—882 GOVERNMENT PRINTING OFFICE

Treasury

DEPARTMENT OF ~~COMMERCE~~

LIGHTHOUSE SERVICE

U.S.C.G.

San Simeon,California.
12 November,1940.

C.G.File.#70(Sick Leave)

From:Keeper,Piedras Blancas Light-Station.
To:Superintendent of Lighthouses,San Francisco District.

Subject:Sick Leave.

Sir;

Please be advised that I was incapacitated for duties for the time as stated on enclosed Form 76.

Inability to perform duties was brought about by an attack of "Grippe".No attendance by physcian was necessary.

respectfully,

Norman L. Francis.

Keeper.

Form 76

SAN FRANCISCO DISTRICT FEB 1 1941 U.S. COAST GUARD

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

Treasury
DEPARTMENT OF ~~COMMERCE~~
LIGHTHOUSE SERVICE
U.S.C.G.

REQUEST

Piedras Blancas Lt-Sta, 29 January, 1941
(Station)

Commander
~~SUPERINTENDENT OF LIGHTHOUSES~~, S.F DISTRICT:

I respectfully request that I be granted four days of shore liberty or leave, from 24 January, 1941 to 29 January, inclusive, 1941. I have had one days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

---------, ---------
(Name) (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

1841 N.Alexandria Ave, Los Angeles, California
(Street or R. D. Route) (City) (State)

Norman L. Francis
(Applicant's signature)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L. Francis
Keeper.

Keeper
(Title)

AUTHORITY

COMMANDER, SAN FRANCISCO DISTRICT, U. S. COAST GUARD
OFFICE OF ~~SUPERINTENDENT~~, DISTRICT, 3 February, 1941.

The above application for shore liberty or leave is hereby approved for four days, from 24 January to 29 January, inclusive, 1941

Substitute need not be furnished during this absence.
(Insert "must" or "need not")

COMMANDER, USCG
R.S.PATCH, COMMANDER, SAN FRANCISCO DISTRICT
~~Superintendent Lighthouse District~~.
BY DIRECTION.

FINAL REPORT

Absence begun: At 6 P.M. 24 January, 1941
(State nearest hour)

Returned to duty: At 9 A.M. 29 January, 1941
(State nearest hour)

Period of absence: 4-15/24ths days.

Period charged: 3-3/24ths days.

Certified correct and forwarded.

Norman L. Francis
Keeper.

(Applicant's signature)

(Title)

11—882 GOVERNMENT PRINTING OFFICE

SAN FRANCISCO DISTRICT
Form 76
MAY 12 1941
U. S. COAST GUARD

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF ~~COMMERCE~~ Treasury

LIGHTHOUSE SERVICE U.S.C.G.

Original

REQUEST

Piedras Blancas Lt-Station., 10 May, 1941
(Station)

Commander
~~SUPERINTENDENT OF LIGHTHOUSES~~, S.F. DISTRICT:

I respectfully request that I be granted 5 days of shore liberty or leave, from 12 May.1941 to 16 May, inclusive, 1941. I have had 9-23/24 days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

---- (Name), ---- (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

1841 N.Alexandria Ave (Street or R. D. Route), Los Angeles (City), California. (State)

Norman L. Francis
(Applicant's signature)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L. Francis
Keeper.

Keeper
(Title)

AUTHORITY

COMMANDER, SAN FRANCISCO DISTRICT, U. S. COAST GUARD
OFFICE OF ~~SUPERINTENDENT~~ DISTRICT, 12 May, 1941., 19

The above application for shore liberty or leave is hereby approved for 5 days, from 12 May, 1941 to 16 May, inclusive, 1941.

Substitute need not be furnished during this absence.
(Insert "must" or "need not")

R. S. Patch COMMANDER, USCG
R.S.PATCH, CHIEF OF STAFF
~~*Superintendent, Lighthouse District.*~~

FINAL REPORT

Absence begun: At 6 P.M. 12 May, 1941.
(State nearest hour)

Returned to duty: At 7 P.M. 16 May, 1941.
(State nearest hour)

Period of absence: 4 - 1/24 days.

Period charged: 4 - 1/24 days.

Certified correct and forwarded.

Norman L. Francis
Keeper.

(Applicant's signature)

(Title)

11—882 GOVERNMENT PRINTING OFFICE

San Francisco, California,
20 November, 1939.

Mr. Norman L. Francis,
Keeper, Piedras Blancas Light Station.

1. Under the law consolidating the Lighthouse Service with the Coast Guard, an employee of the Lighthouse Service cannot lose his present pay rating unless demoted for cause, whether he is given military rating or retains his civilian status. No matter what rating he gets in the Coast Guard, he will retain his present pay and allowances for the time being.

2. When the question comes up as to the future prospects, we come up against a blank wall. No one around here can give any definite information as to the prospects of future increases in compensation in cases where the employee retains his civilian status. Those who are given military ratings, which ratings carry a lower pay and allowances than what the employee now gets, will retain their present salary until the service increases equal or exceed their present pay and allowances. In other words, Lighthouse Service employees, whether civilian or military later, will not lose what they now have; what will come in the future cannot be told. The law says that "vacancies must be filled with Coast Guard ratings" but the probability of civilian employee promotions or increases in compensation depends on the interpretation of the law. Your guess is as good as mine.

3. Sorry I can't give you any real information, and I wouldn't dare advise you. The Coast Guard men around the office seem to feel that for the younger men the prospects are better for those who are enlisted in the Coast Guard; the older men and those who cannot qualify for military ratings appear to be, in their opinion, out of luck in the set-up as far as the future is concerned, unless the Coast Guard becomes more liberal than the Bureau was.

4. Below is the data of your service record compiled by Mrs. Allen for Coast Guard Headquarters records:

April 26, 1918, to April 18, 1920,	*	U.S. Army
Dec. 1, 1924, to Feb. 15, 1927,	Com.	Lighthouse Service
Feb. 9, 1928, to June 30, 1939,	Com.	do
July 1, 1939, to still employed,	Treas.**	U.S. Coast Guard

*Commerce ** Treasury Departments

That will give you 13-11/12ths years of civilian service to the close of November, 1939, plus 2 years of Army service, or a total of 15-11/12ths years. Under Coast Guard enlistment, you would be eligible for retirement in 14-1/12ths more years and would be retired by law in 1963, if you saw

fit to stay in the Service after you had 30 years' service. If you remain in a civilian status, you will not be eligible for retirement until 1964, and can remain until 1969. Under the law, your retirement pay (after 30 years of service) will be three-quarters of your base pay, but not less than three-quarters of the pay you received on July 1,1939. But what the base pay will be then, under the military rating, or for civilian ratings, no one can forecase.

O. L. JENKINS

Acting Superintendent

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Original

LIGHTHOUSE SUPERINTENDENT MAY 12 1939 SAN FRANCISCO

S

REQUEST

Piedras Blancas Light-Station, May.10, 1939
(Station.)

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

I respectfully request that I be granted four days of shore liberty or leave, from May.11,1939 to May.15, inclusive, 1939. I have had 8 da-2 hr. days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

LIGHTHOUSE SUPERINTENDENT MAY 18 1939 SAN FRANCISCO

_____, _____
(Name.) (P. O. Address.)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

589-30th St., San Pedro, California
(Street or R. D. Route.) (City.) (State.)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L Francis
Keeper in charge.

Norman L Francis
(Applicant's signature.)

Keeper.
(Title.)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, May 12,1939, 19

The above application for shore liberty or leave is hereby approved for four days, from May 11th to May 15th, inclusive, 1939.

Substitute need not be furnished during this absence.
(Insert "must" or "need not.")

H. W. Rhodes

Superintendent, 18th *Lighthouse District.*

FINAL REPORT

Absence begun: At 9 a. m. May.11, 1939.
(State nearest hour.)

Returned to duty: At 6 p. m. May.15, 1939.
(State nearest hour.)

Period of absence: 4-9/24 days.

Period charged: 2-21/24 days.

Certified correct and forwarded.

Norman L Francis
Keeper in charge.

_____
(Applicant's signature.)

11—882

_____
(Title.)

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

Original

LIGHTHOUSE SUPERINTENDENT SEP 7 1938 SAN FRANCISCO

REQUEST

Piedras Blancas (Station), Sept. 5, 1938

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

I respectfully request that I be granted eight days of shore liberty or leave, from Sept. 6 1938 to Sept. 15, inclusive, 1938. I have had 17 da-12½h days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

_____ (Name), _____ (P. O. Address)

LIGHTHOUSE SUPERINTENDENT SEP 19 1938 SAN FRANCISCO

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

1534 Palos Verdes St (Street or R. D. Route), San Pedro (City), California. (State)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L. Francis
Keeper.

Norman L. Francis
(Applicant's signature)

Keeper.
(Title)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, September 8th, 1938

The above application for shore liberty or leave is hereby approved for eight days, from September 6th to September 15th, inclusive, 1938

Substitute need not be furnished during this absence.
(Insert "must" or "need not")

H. W. Rhodes

Superintendent, 18th Lighthouse District.

FINAL REPORT

Absence begun: At 12 M. Sept 6, 1938
(State nearest hour)

Returned to duty: At 7 A M Sept 15, 1938
(State nearest hour)

Period of absence: 8-20/24 days.

Period charged: 7-8/24 days.

Certified correct and forwarded.

Norman L. Francis
Keeper.

_____
(Applicant's signature)

_____
(Title)

11—862 U. S. GOVERNMENT PRINTING OFFICE

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT JUL 25 1938 SAN FRANCISCO

Original

REQUEST

Piedras Blancas, July 23, 1938
(Station)

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

I respectfully request that I be granted ten days of shore liberty or leave, from Aug. July 6, 1938 to August 18, inclusive, 1938. I have had 7½ days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

LIGHTHOUSE SUPERINTENDENT AUG 20 1938 SAN FRANCISCO

_____, _____
(Name) (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

1534 Palos Verdes St, San Pedro, Calif.,
(Street or R. D. Route) (City) (State)

Norman L. Francis
(Applicant's signature)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L. Francis
Keeper.

Keeper.
(Title)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, July 26, 1938, 19

The above application for shore liberty or leave is hereby approved for ten days, from August 6th to August 18th, inclusive, 1938

Substitute need not be furnished during this absence.
(Insert "must" or "need not")

H. W. Rhodes.

Superintendent, 18th Lighthouse District.

FINAL REPORT

Absence begun: At 7A M. Aug. 6, 1938.
(State nearest hour)

Returned to duty: At 7A M. Aug 18, 1938.
(State nearest hour)

Period of absence: 13 days.

Period charged: 9 days.

Certified correct and forwarded.

Norman L. Francis
Keeper.

_____
(Applicant's signature)

_____
(Title)

11—882 U. S. GOVERNMENT PRINTING OFFICE

STANDARD FORM No. 14a
APPROVED BY THE PRESIDENT
MARCH 10, 1926

HWR:EMA

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

PACIFIC TELEGRAPH

FROM H.W.RHODES,SUPERINTENDENT OF LIGHTHOUS

BUREAU LIGHTHOUSE SERVICE, DEPARTMENT OF COMMERCE

CHG. APPROPRIATION GENERAL EXPENSES,LIGHTHOUSE SERVICE

CHARGES COLLECT

GOVERNMENT PRINTING OFFICE 11—9240

SAN FRANCISCO,CALIF., SEPTEMBER 6,1938.

KEEPER, PIEDRAS BLANCAS LIGHT STATION
CAMBRIA, CALIFORNIA (CAMBRIA 12 F 2)

EIGHT DAYS LEAVE GRANTED UPON RETURN OF FIRST ASSISTANT

RHODES

CONFIRMATION

PHONED NO. 804 by EMA
9:37 AM.9-6-38

H. W. RHODES

CLASS OF SERVICE

Full Rate		Day Letter	SYMBOL DAY L	Night Letter	SYMBOL N L

IF NEITHER OF THE TWO SYMBOLS SHOWN ABOVE APPEARS AFTER THE CHECK (NUMBER OF WORDS) THIS IS A FULL RATE TELEGRAM. OTHERWISE ITS CHARACTER IS INDICATED BY THE SYMBOL APPEARING AFTER THE CHECK.

C 3

TDPT17 872 28 NL 4 EX

Started MN

PT CAMBRIA CALIF SEPT 5 1938 1938 SEP 6 AM 8 00

LIGHTHOUSE SUPERINTENDENT SEP 6 1938 SAN FRANCISCO

SUPT OF LIGHTHOUSE

CUSTOMS HOUSE 501 BATTERY ST SANFRANCISCO CALIF

REQUEST EIGHT DAYS LEAVE SEPTEMBER SIXTH TO SEPTEMBER FIFTEENTH STOP EMERGENT STOP LEAVE TO START WHEN FIRST ASSISTANT REPORTS FOR DUTY ANSWER WIRE COLLECT

N FRANCIS KEEPER PIEDRAS BLANCAS LIGHT STATION

SEPT 6

Ernest

Eight days leave granted upon return of first assistant.

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT DEC 15 1937 SAN FRANCISCO

Original

REQUEST

Piedras Blancas (Station), December 14, 1937

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

I respectfully request that I be granted six days of shore liberty or leave, from December 22 to December 30, inclusive, 1937. I have had 27 da 41 hr days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

LIGHTHOUSE SUPERINTENDENT JAN 5 1938 SAN FRANCISCO

_____ (Name), _____ (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

1534 Palos Verdes St (Street or R. D. Route), San Pedro, Calif. (City) (State)

Norman L Francis (Applicant's signature)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L Francis. *Keeper.*

Keeper. (Title)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, December 15th, 1937

The above application for shore liberty or leave is hereby approved for six days, from December 22nd to December 30th, inclusive, 1937

Substitute need not (Insert "must" or "need not") be furnished during this absence.

H. W. Rhodes.

Superintendent, 18th Lighthouse District.

FINAL REPORT

(Extention of Leave granted to Jan2.1938 (incl) Dec.29.1937)

Absence begun: At 12.30 A M. December 22, 1937. (State nearest hour)

Returned to duty: At 6.30 P M. Jan.2, 19.38. (State nearest hour)

Period of absence: 11-18|24 days.

Period charged: 7 da 23 hrs 30 min days.

Certified correct and forwarded.

Norman L Francis. *Keeper.*

_____ (Applicant's signature)

_____ (Title)

11—883 U. S. GOVERNMENT PRINTING OFFICE

...GESTIONS FROM ITS PATRONS CONCERNING ITS SERVICE

1201-S

WESTERN UNION

...ble-ness its de-...d character is in-dicated by a suitable symbol above or pre-ceding the address.

SYMBOLS
DL = Day Letter
NM = Night Message
NL = Night Letter
LC = Deferred Cable
NLT = Cable Night Letter
Ship Radiogram

R. B. WHITE, PRESIDENT — NEWCOMB CARLTON, CHAIRMAN OF THE BOARD — J. C. WILLEVER, FIRST VICE-PRESIDENT

1937 DEC 28 PM 11 48

The filing time shown in the date line on telegrams and day letters is STANDARD TIME at point of origin. Time of receipt is STANDARD TIME at point of destination.

Received at 722 Market St., San Francisco, Calif. ALWAYS OPEN

LIGHTHOUSE SUPERINTENDENT
DEC 29 1937
SAN FRANCISCO

SC380 15 NL=SANPEDRO CALIF 28

SUPERINTENDENT OF LIGHTHOUSES=

CUSTOM HOUSE SFRAN=

REQUEST LEAVE EXTENDED TO JANUARY SECOND INCLUSIVE ANSWER.
WIRE COLLECT 1534 PALOSVERDES ST SANPEDRO CALIF=

N L FRANCIS.

1534.

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM H.W.RHODES, SUPT. OF LIGHTHOUSES

BUREAU LIGHTHOUSE SERVICE, DEPARTMENT OF COMMERCE

CHG. APPROPRIATION [illegible]

CHARGES COLLECT

GOVERNMENT PRINTING OFFICE 11—9240

SAN FRANCISCO, CALIFORNIA, DECEMBER 29, 1937.

NORMAN L FRANCIS
1534 PALOS VERDES STREET,
SAN PEDRO, CALIFORNIA

EXTENSION OF LEAVE TO JANUARY SECOND APPROVED

RHODES

WESTERN UNION

H. W. RHODES

Form 76

(SICK) For Reasons of Disability.)

~~SHORE LIBERTY~~ OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Original

LIGHTHOUSE SUPERINTENDENT DEC 14 1937 SAN FRANCISCO

REQUEST

Piedras Blancas Light-Station, October 29, 1937
(Station)

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

I respectfully request that I be granted eight days of ~~shore liberty~~ Sick or leave, from October 20 to October 27, inclusive, 1937. I have had 25 days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

_____, _____
(Name) (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

San Luis Obispo, Cal

Piedras Blancas Light-Station, San Simeon, Calif and Mountain View Hospital.
(Street or R. D. Route) (City) (State)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L Francis.
Keeper.

Norman L Francis
(Applicant's signature)

Keeper
(Title)

AUTHORITY

OFFICE OF SUPERINTENDENT, eight DISTRICT, December 15th, 1937

The above application for shore liberty or leave is hereby approved for eight days, from October 20th to October 27th, inclusive, 1937.

Substitute need not be furnished during this absence.
(Insert "must" or "need not")

H. W. Rhodes.

Superintendent, 18th *Lighthouse District.*

FINAL REPORT

Absence begun: At 8 a. M. Oct. 20, 1937.
(State nearest hour)

Returned to duty: At 9 a. M. Oct. 28, 1937.
(State nearest hour)

Period of absence: 8 days.

Period charged: 8 days.

Certified correct and forwarded.

Norman L Francis.
Keeper.

_____
(Applicant's signature)

_____
(Title)

11—882 U. S. GOVERNMENT PRINTING OFFICE

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
DEC 15 1937
SAN FRANCISCO

Piedras Blancas Light-Station.
San Simeon,Calif.
December.14.1937

Superintendent of Lighthouses: 18th District
San Francisco,Calif.

Subject:Annual and Sick Leave.
Reference:Office letter,12/10/37

Sir;

1. I respectfully submit enclosed 'amended request for Sick Leave' for consideration.An additional request for 'Annual Leave'is enclosed also,upon approved request that Leave taken Oct.20 to 28 for reasons of 'Disability',and charged to Annual,is chargeable to'Sick Leave'.

I respectfully refer the Office to Forms.C.A.3 and C.A.4,#4 containing Doctors certificate as to my being incapacitated for duty during period requested;said forms forwardd your Office December.11.1937.

2.Particular attention will be given to the accuracy of reports pertaining to Annual and Sick Leave ,in the future.

respectfully,
Norman L Francis.
Keeper.

Ema

EMA

December 8, 1937.

RETAIL CREDIT ASSOCIATION,
Rooms 7-12, Carpenter Building,
San Luis Obispo, Calif.

Gentlemen:

1. Referring to your letter of December 4th re Norman L. Francis, you are advised that Mr. Francis is now the Keeper of Piedras Blancas Light Station with compensation at the rate of $1500.00 per annum, cash, and quarters valued at $240.00 per annum. He has had continuous service in this District since February 8, 1928, and service prior to that amounting to over 2-1/2 years.

2. Mr. Francis was employed at the Los Angeles Harbor Light Station as First Assistant Keeper, with pay at the rate of $1500.00 per annum, plus bachelor quarters valued at $60.00 per annum. His family lived in San Pedro at the time he was employed at the Los Angeles Harbor Light Station but the family address is unknown. He was at Los Angeles Harbor Light Station from March 14, 1931 to March 31, 1934.

For and in the absence of the Superintendent.

Very truly yours,

O. L. JENKINS

Assistant Superintendent.

LIGHTHOUSE SUPERINTENDENT
DEC 7 1937
SAN FRANCISCO

RETAIL CREDIT ASSOCIATION

SPONSORED BY
Medico-Dental Adjustment Bureau

of San Luis Obispo

ROOMS 7 TO 12, CARPENTER BUILDING
PHONE 1666
SAN LUIS OBISPO, CALIFORNIA

December 4, 1937.

U.S. Lighthouse Service,
San Francisco, Calif.

Gentlemen: RE: MR. NORMAN L. FRANCIS

Mr. Norman L. Francis who is at present keeper of your lighthouse at Piedras Blancas, above San Simeon, California has applied locally for credit extension. He has given his term of employment in your service as 12 years, and his present salary at $1740.00 per year. Would you kindly advise us if these statements are correct?

We would also like to know if he was formerly employed by you at the Los Angeles harbor, at San Pedro? How long ago was this, and how long was he there? Also do you know if his address was then 582 Fortieth Street, San Pedro?

Thanking you in advance for your verification of these statements, we are,

Yours very truly,

AB:MS

RETAIL CREDIT ASSOCIATION OF SAN LUIS OBISPO

by A. Bateman

A. BATEMAN.

P.S. Will you also kindly advise us if Mr. Francis gets his living quarters rent free from the government, or if he lives away from the light-house in private quarters?

STANDARD FORM NO. 14a
APPROVED BY THE PRESIDENT
MARCH 10, 1926

EMA

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

PACIFIC TELEGRAPH

FROM H. W. RHODES, SUPT. OF LIGHTHOUSES

BUREAU LIGHTHOUSE SERVICE, DEPARTMENT OF COMMERCE

CHG. APPROPRIATION ~~GENERAL EXPENSES, LIGHTHOUSE SERVICE~~

CHARGES COLLECT

GOVERNMENT PRINTING OFFICE 11—9240

SAN FRANCISCO, CALIF., MAY 10, 1939.

Kooper, Piedras Blancas Light Station
Cambria, California (Cambria 12 F 2)

LEAVE MAY ELEVEN TO MAY FIFTEEN APPROVED

RHODES

PHONED NO. 881 BY EMA
9:15 AM, May 10, 1939.

CONFIRMATION

H. W. RHODES

MAY 10 1939

PACIFIC TELEGRAM

CLASS OF SERVICE

(08)

Full Rate		Day Letter	SYMBOL DAY L	Night Letter	SYMBOL N L

IF NEITHER OF THE TWO SYMBOLS SHOWN ABOVE APPEARS AFTER THE CHECK (NUMBER OF WORDS) THIS IS A FULL RATE TELEGRAM. OTHERWISE ITS CHARACTER IS INDICATED BY THE SYMBOL APPEARING AFTER THE CHECK.

FAV4 19 5 EXTRA NL=PT CAMBRIA CALIF MAY 9

SUPERINTENDENT OF LIGHT HOUSES CUSTOM HOUSE= 1939 MAY 10 AM 8 13

=WASHINGTON & BATTERY ST =

May 10/39
Read
8 45 Am

=REQUEST LEAVE START MAY ELEVEN TO MAY FIFTEEN INCLUSIVE STOP ANSWER WIRE COLLECT STOP=

=N FRANCIS KEEPER PIEDRAS BLANCAS LIGHT STATION=

W. W.
advised O.K.

HWR:BR

July 28th, 1937

Mr. Andrew Renetzky,
San Luis Obispo,
California.

Dear Sir:

1. In further reply to your letter of July 24th, you are advised that Mr. Norman L. Francis, Keeper of the Piedras Blancas Light Station, has denied that at any time he "continuously and maliciously, without cause or excuse, hurled rocks at client's boat by means of a sling shot."

2. Mr. Francis states that Pierce Brothers of Morro Bay are probably the clients referred to in your letter, and he states htat he has witnesses to prove that they have been diving for abalones in shoal water contrary to the law, and he further states that when they were warned, they covered up the registration numbers on their boats to prevent identification.

3. This office will be unable to devote any time to an investigation of this matter, and ifyou feel that the Keeper of the Light Station has committed any illegal act, it is suggested that you proceed against him in the manner prescribed by law.

Very truly yours,

H. W. RHODES

H. W. RHODES,
Superintendent of Lighthouses.

HWR:BR

July 28th, 1937

Norman L. Francis, Keeper,
Piedras Blancas Light Station.

1. Referring to your letter of July 24th, replying to charges that you hurled rocks at a fishing boat operating off your station, you are advised that while all of the circumstances surrounding this matter have not been developed, it is apparent from the charges and from your own reply that you were hurling rocks in the direction of the fishing boat in question, presumably with the intent of forcing them to cease their operations at that place.

2. Your conduct in this matter is not considered as warranted under the circumstances, and you are directed in future to adopt other means for stopping illegal fishing in the vicinity of your station.

3. It is doubtful if you can tell the depth of water at various points off your station, and if you feel that illegal fishing is being carried on and that it is detrimental to the best interests of the Lighthouse Service, you should notify the Game Warden and take such other action as you may deem necessary to apprehend anyone guilty of illegal fishing, but under no circumstances should you attempt to intimidate or drive away fishermen by a display of force unless they should be trespassing upon the Lighthouse Reservation.

H. W. RHODES

Superintendent.

-SICK LEAVE-

Form 78 **SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS**

Original

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT FEB 4 1937 SAN FRANCISCO

REQUEST

PIEDRAS BLANCAS (Station), February 3, 1937

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

I respectfully request that I be granted five sick days of ~~shore liberty or~~ leave, from January 29 to February 3, inclusive, 1937. I have had 1 days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

none required.
(Name) (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

Piedras Blancas Light Station
(Street or R. D. Route), (City), (State)

Norman L. Francis
(Applicant's signature)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L. Francis
Keeper.

Keeper.
(Title)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, February 5th, 1937

The above application for shore liberty or leave is hereby approved for 5-4/24ths days, from January 29th to February 3, 1937, inclusive, 19

Substitute need not be furnished during this absence.
(Insert "must" or "need not")

H. W. Rhodes
Superintendent, 18th *Lighthouse District.*

FINAL REPORT

Absence begun: At 8 A. M. January 29, 1937. (State nearest hour)

Returned to duty: At 2 A. M February 3, 1937. (State nearest hour)

Period of absence: 5-1/24ths days.

Period charged: 5-4/24ths sick days.

1/2 day charged for February 3rd as sick leave
Minimum charge a day for sick leave is 1/2 day.

Certified correct and forwarded.

Norman L. Francis
Keeper.

(Applicant's signature)

(Title)

11—882 GOVERNMENT PRINTING OFFICE

Orig.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
FEB 14 1937
SAN FRANCISCO

Piedras Blancas Light-station.
San Simeon, California.
Feb.9.1937.

Superintendent of Lighthouses, 18th District.
San Francisco, Calif.

Subject: Sick leave report.
Reference: Office letter of Feb.5.1937.

Sir;

I respectfully submit the enclosed certificate as requested;

"I CERTIFY UPON MY HONOR THAT MY ABSENCE FROM DUTY JANUARY.29th TO FEBRUARY 3d,INCLUSIVE,WAS CAUSED BY PERSONAL ILLNESS WHICH RENDERED ME UNABLE TO PERFORM MY OFFICIAL DUTIES,AND THAT DURING SAID ILLNESS,NO PHYSICIAN WAS IN ATTENDANCE FOR THE FOLLOWING REASONS:

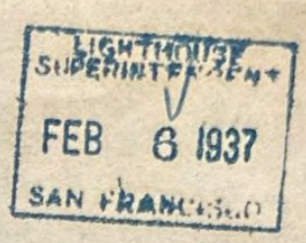
That the illness(acute form of Grippe)although confining,diagnosis and treatment was familiar with,through prior sieges and proper attention was given by my wife,experienced in practical nursing;so the services of a physician was not considered necessary,nor had been in prior cases.

Norman L. Francis.

Keeper, Piedras Blancas Light-station.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE



Piedras Blancas Light-Station.
San Simeon, Calif.

February.5.1937.

Superintendent of Lighthouses; 18th District.
San Francisco,Calif.

Subject: Sick Leave.
Reference :Office letter of Feb.2.1937.

Sir;

Please be advised that no Doctors certificate accompanied my 'request for sick leave' (form #76),because having been suject to the same form and degree of sicknes in the past,required no Physician.

Having had malaria in its severest form years ago,coming down with anything resembling the same,incapacitation usually results.

As my wife is a practical nurse,it was not considered necessary to bringe about the expense,of having a Physician call away out here,when not especially required.

respectfully,

Norman L. Francis

- Keeper -

FS18

PACIFIC TELEGRAM

CLASS OF SERVICE

TELEGRAM		DAY LETTER	SYMBOL DAY L	NIGHT MESSAGE	SYMBOL NITE	NIGHT LETTER	SYMBOL N L

IF NONE OF THE THREE SYMBOLS SHOWN ABOVE APPEARS AFTER THE CHECK (NUMBER OF WORDS) THIS IS A TELEGRAM.
OTHERWISE ITS CHARACTER IS INDICATED BY THE SYMBOL APPEARING AFTER THE CHECK.

RECEIVED AT

419

LIGHTHOUSE SUPERINTENDENT JUL 6 1936 SAN FRANCISCO

P9 SLO 18 60 GOVT RATE COLLECT 4 EXTRA

CAMBRIA CALIF JULY 6 1936 1208 PM

SUPERINTENDENT OF LIGHTHOUSES

U S CUSTOM HOUSE SAN FRANCISCO CALIF

MY LEAVE STARTING JULY NINETH AND MR DAVIS THIRD KEEPER LEAVING STATION JULY EIGHTH FOR MILE ROCK IT SEEMS INADVISABLE FOR ME TO GO ON LEAVE WITH ONLY TWO MEN LEFT ON STATION UNLESS OFFICE IS SENDING NEW THIRD ON OR ABOUT JULY NINETH PLEASE ADVISE

N FRANCIS

PIEDRAS BLANCAS LIGHT STATION

1220 PM

Erna

HWR:HR

July 23rd, 1937

Mr. Andrew Renetzky,
San Luis Obispo,
California.

Dear Sir:

The receipt is acknowledged of your letter of July 21st, complaining of the conduct of the keeper at the Piedras Blancas Light Station.

This matter will be investigated, and such action taken as appears to be appropriate.

Very truly yours,

H. W. RHODES

H. W. RHODES,
Superintendent of Lighthouses.

HWR:BR
Encl

July 23rd, 1937

Mr. Norman L. Francis, Keeper,
Piedras Blancas Light Station.

There is enclosed a copy of a letter from Mr. Andrew Renetzky, Attorney-at-Law, San Luis Obispo, California, dated July 21st, charging you with having thrown rocks at fishermen fishing in navigable waters beyond the limits of the reservation.

You are directed to submit a detailed report relative to these charges.

H. W. RHODES

Superintendent.

C
BR O 7/23/37
P
Y

ANDREW RENETZKY
Attorney At Law
San Luis Obispo, Calif.

July 21, 1937

Department of Commerce
Division of Lighthouses
Customs House
San Francisco, California

Gentlemen:

A complaint has come into this office in reference to the conduct of Norman Francis, one of your lighthouse keepers at your Piedras Blancas Lighthouse, San Luis Obispo County, California.

It seems that while clients were lawfully fishing for abalones off the Lighthouse properties, but in navigable waters, said Francis has continuously and maliciously without cause or excuse hurled rocks at client's boat by means of a sling shot.

We would appreciate if if you would make some effort to see that this matter is curtailed in the future because serious injury might result to one of the fishermen.

I understand that Mr. Francis was using said sling shot on the 19th and 20th of July, 1937, and on several occasions in 1936.

Relying on your cooperation in this matter, I am

Very truly yours,

/sgd/ ANDREW RENETZKY
By C.T.

A.R. CT

ANDREW RENETZKY
ATTORNEY AT LAW
SAN LUIS OBISPO, CALIF.

LIGHTHOUSE SUPERINTENDENT
JUL 23 1937
SAN FRANCISCO

July 21, 1937

Department of Commerce
Division of Lighthouses
Customs House
San Francisco, California

Gentlemen:

A complaint has come into this office in reference to the conduct of Norman Francis, one of your lighthouse keepers at your Piedras Blancas Lighthouse, San Luis Obispo County, California.

It seems that while clients were lawfully fishing for abalones off the lighthouse properties, but in navigable waters, said Francis has continuously and maliciously without cause or excuse hurled rocks at clients boat by means of a sling shot.

We would appreciate it if you would make some effort to see that this matter is curtailed in the future because serious injury might result to one of the fishermen.

I understand that Mr. Francis was using said sling shot on the 19th and 20th of July, 1937, and on several occasions in 1936.

Relying on your corporation in this matter, I am

Very truly yours,

Andrew Renetzky

AR CT

EHA

February 5, 1937.

Mr. Norman L. Francis,
Keeper, Piedras Blancas Light Station.

1. Referring to your letter of Jan.29,1937, requesting the form to be used for sick leave and District reply thereto of Feb. 2nd advising that you should use Form 76 accompanied by a Doctor's Certificate if the sick leave was for a longer period than three days.

2. If you employed a Doctor for your illness, you are directed to obtain the Doctor's Certificate. If you did not employ a Doctor, you are directed to furnish the following certificate:

"I certify upon my honor that my absence from duty from January 29th to February 3rd, inclusive, was caused by personal illness which rendered me unable to perform my official duties, and that during said illness no physician was in attendance for the following reasons:_____
_____"

_____
Keeper, Piedras Blancas Light Station.

H. W. RHODES
Superintendent.

EMA

February 2, 1937.

Mr. Norman L. Francis,
Keeper, Piedras Blancas Light Station.

1. Referring to your letter of January 29, 1937, stating that you were ill with the "Grippe", you are advised that Form 76 should be used to request sick leave after you have returned to duty. Sick leave cannot be granted in advance.

2. All requests for sick leave over three days should be accompanied by a Doctor's Certificate to the effect that the applicant was under his care during the period requested and that he was incapacitated for duty.

H. W. RHODES

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
FEB 2 1937
SAN FRANCISCO

Erva

Piedras Blancas Light-Station.

San Simeon, Calif.

Jan.29.1937.

Superintendent of Lighthouses; 18th District.

San Francisco, Calif.

Sir;

1. I respectfully report, that on Jan.28th,I was suddenly taken down with severe attack of Grippe and confined to bed and will probably be in--capacitated for from three to four days.

2. I have no forms on hand,covering reports of this nature and request some to be furnished,if the Office have any ,covering report as above.

3. Physicians services were not required.

respectfully,

Norman L. Francis

Keeper

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Original

S ✓

LIGHTHOUSE SUPERINTENDENT JUL 22 1936 SAN FRANCISCO

REQUEST

Piedras Blancas, July 21, 1936
(Station.)

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

I respectfully request that I be granted 25 days of shore liberty or leave, from August 1st to August 30th, inclusive, 1936 I have had ___ days shore liberty or leave to date during this calendar year.

LIGHTHOUSE SUPERINTENDENT AUG 25 1936 SAN FRANCISCO

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

_____, _____
(Name.) (P. O. Address.)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

General Delivery, Seattle, Washington
(Street or R. D. Route.) (City.) (State.)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L. Francis
Keeper in charge.

Norman L. Francis
(Applicant's signature.)

Keeper
(Title.)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, July 24th, 1936., 19

The above application for shore liberty or leave is hereby approved for 25 days, from August 1st to August 30th, inclusive, 1936.

Substitute need not be furnished during this absence.
(Insert "must" or "need not.")

H. W. Rhodes

Superintendent, 18th *Lighthouse District.*

FINAL REPORT

Absence begun: At 8 A. M. Aug 1, 1936
(State nearest hour.)

Returned to duty: At 9A. M. Aug 26, 1936
(State nearest hour.)

Period of absence: 25-1/24 days.

Period charged: 19-1/24 days.

Certified correct and forwarded,

Norman L. Francis
Keeper in charge.

(Applicant's signature.)

11—882

(Title.)

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT JUN 27 1936 SAN FRANCISCO

Original

REQUEST

Piedras Blancas (Station), June 25, 1936

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

I respectfully request that I be granted 25 days of shore liberty or leave, from July 9 to Aug 9, inclusive, 1936. I have had — days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

—, — (Name), (P. O. Address)

LIGHTHOUSE SUPERINTENDENT JUL 10 1936 SAN FRANCISCO

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

4708 Foster St (Street or R. D. Route), San Mateo (City), California (State).

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

M. L. Francis
Keeper.

M. L. Francis
(Applicant's signature)

Keeper
(Title)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, June 29, 1936., 19—

The above application for shore liberty or leave is hereby approved for 25 days, from July 9th to August 9th, inclusive, 1936.

Substitute need not (Insert "must" or "need not") be furnished during this absence.

H. W. Rhodes
Superintendent, 18th Lighthouse District.

FINAL REPORT

Absence begun: At — M., —, 19—. (State nearest hour)

Returned to duty: At — M., —, 19—. (State nearest hour)

Period of absence: — days.

Period charged: — days.

Certified correct and forwarded.

(Deferred until later Date)

Keeper.

(Applicant's signature)

(Title)

11—882 GOVERNMENT PRINTING OFFICE

EMA

July 6, 1936.

Mr. Norman L. Francis,
Keeper, Piedras Blancas Light Station.

1. Referring to your telegram of July 6th, you are advised that all telegrams regarding leave are considered personal business and should not be charged to the Government. You should, therefore, settle with the Pacific Telegraph Company for the message of July 6th.

2. Since the services of Mr. Davis are needed under an emergency, your leave will have to be deferred until such time as an Assistant Keeper in place of Mr. Davis can be sent to your Station.

3. Mr. Davis should comply with instructions given him by this Office and leave the Station as directed in letter to him of July 1st.

H. W. RHODES

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
JUN 27 1936
SAN FRANCISCO

Piedras Blancas
Light-Station.
June 25. 1936

Supt' of Light-Houses 18th District.
San. Francisco Calif.

Sir:

"Leave of Absence", is requested, in period as stated, due to school-Commencement in August.

Also, as not to over-lap two months excessively; thus permitting on my return to duty, forwarding to Office, of monthly Station reports (July), without undue delay.

Respectfully
M. L. Francis
(Keeper)

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT MAY 11 1936 SAN FRAN.

Original

REQUEST

Piedras Blancas, May 5, 1936
(Station.)

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

I respectfully request that I be granted five days of shore liberty or leave, from May 7 to May 11, inclusive, 1936. I have had _____ days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

_____, _____
(Name.) (P. O. Address.)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

1430 N. Vermont Ave, Los Angeles, California
(Street or R. D. Route.) (City.) (State.)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

M. L. Francis
Keeper in charge.

Maxwell L. Francis
(Applicant's signature.)

(Keeper)
(Title.)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, May 16th, 1936.

The above application for shore liberty or leave is hereby approved for five days, from May 7th to May 11th, inclusive, 1936.

Substitute need not be furnished during this absence.
(Insert "must" or "need not.")

H. W. Rhodes
Superintendent, _____ Lighthouse District.

FINAL REPORT

Absence begun: At 9 A. M. May 7, 1936
(State nearest hour.)

Returned to duty: At 2 P. M. May 11, 1936
(State nearest hour.)

Period of absence: 4-5/24 days.

Period charged: 2-17/24 days.

Certified correct and forwarded,

M. L. Francis
Keeper in charge.

_____
(Applicant's signature.)

_____
(Title.)

11—882

STANDARD FORM No. 14a
APPROVED BY THE PRESIDENT
MARCH 10, 1926

PACIFIC TELEGRAPH
EMA

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM H.W.RHODES,SUPT.OF LIGHTHOUSES

BUREAU LIGHTHOUSE SERVICE, DEPARTMENT OF COMMERCE

CHG. APPROPRIATION 2 GENERAL EXPENSES, LIGHTHOUSE SERVICE

CHARGES COLLECT

GOVERNMENT PRINTING OFFICE 11—9240

SAN FRANCISCO,CALIFORNIA,MAY 5, 1936.

KEEPER PIEDRAS BLANCAS LIGHT STATION
(VIA CAMBRIA, TELEPHONE CAMBRIA 12 F 2)

Leave approved commencing May seventh

RHODES

PHONED TO PACIFIC TELEGRAPH,NO. 803
BY EMA AT 1:15 PM, May 5th

H. W. RHODES

May 5, 1936

MESSAGE RECEIVED FROM PACIFIC TELEGRAPH, CAMBRIA, CALIFORNIA

To

Superintendent of Lighthouses
Customhouse
San Francisco

REQUEST PERMISSION FOR LEAVE STARTING MAY SEVENTH TO MAY ELEVENTH

INCLUSIVE ANSWER COLLECT

SIGNED

N FRANCIS
KEEPER PIEDRAS BLANCAS LIGHTHOUSE

READ BY NO.864
To AME

11:55 AM - May 5, 1936

Copy ET

HWR:AME

March 11, 1936

Keeper, Piedras Blancas Light Station:

1. It has been reported to this office that you have adopted a practice of personally and exclusively caring for certain of the equipment at your station, including the pumping equipment at the Spring and also the automatic pumping equipment and fire pump recently installed near the dwellings.

2. You are advised that it is the policy of this Office and that the Regulations of the Service require that all keepers at a station be thoroughly instructed in the operation of all equipment on the station so that in case of an emergency each keeper will be fully competent to efficiently operate any of the station equipment.

3. It has been further reported that during your absences from the station you have not left the keys for all official equipment with the keeperin charge of the station, and you are advised that such action is contrary to the Regulations and that whenever you leave the station all official keys should be left with the 1st Assistant Keeper or the senior keeper in charge of the station.

4. You are directed upon receipt of this letter to thoroughly instruct each of the keepers at your station regarding the operation of all machinery, hoisting, pumping, and power equipment at your station, and to see that each of them is thoroughly conversant with all of the equipment and able to operate it efficiently at any time.

5. You are directed to acknowledge the receipt of these instructions by returning the carbon copy properly endorsed.

H. W. RHODES

Copy on Piedras Blancas
Instr to Employees

Captain Rhodes:

It seems to me that Norman L. Francis if he stopped work entirely for an entire month because of a sprained ankle hasn't been playing fair. Please note attached letters. Also note that he has 26-20/24 days of annual leave accumulated at the close of 1935, part of which could, with your permission, be charged against the leave taken from Dec.13th to Jan.13th,

will act after Kyes's report is rec'd—

E.M.A.

EMA

January 14, 1936.

Keeper, Piedras Blancas Light Station.

1. Referring to your letter of January 7th requesting permission to return to your duties on January 13th, you are advised that this letter was inadvertently mislaid from January 10th, the date of its receipt, until this date.

2. Permission to return to your duties is not necessary. Whenever your physical condition is such that your duties can be resumed, you should do so thereby relieving the other keepers of the Station. From your letter of December 20th it was understood that the nature of your injury was such as to permit you performing some of your duties and it was believed that you had been standing your watches and performing other light duties.

3. Upon your return to duty, you should submit a request for leave for the period or periods that you actually did not perform duty at your station. Upon looking at your report under Paragraph 8 on your Form 65 it appears that you have not been performing duties since December 13th. Since you have accrued annual leave for the calendar year 1935 which you have not taken, the Superintendent may decide to charge a portion of the leave taken by you to annual leave.

4. Advise this Office fully when submitting your request for leave, accompanied by your Doctor's certificate, if you have or have not performed any duties during the entire period from December 13th at 10 AM, to the commencement of January 13th.

H. W. RHODES

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

Area W. W. advises him

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
JAN 12 1936
SAN FRANCISCO

EIGHTEENTH DISTRICT

Piedras Blancas
(Station, Depot, or Vessel)

January 7, 1936

Supt of Light-Houses 18th District
San Francisco Calif

Subject- Injury to foot.
Reference- Yours letter Supt Dec 14. 1935

Sir:

Please be advised that Dr. Dunkle Public Health Officer of San Luis Obispo, advises me, that the physical condition of my foot, will enable me to return to my duties, because of the nature of said duties, but that a full termino of disability would not be furnished, until at the end of six weeks.

This would be on or about Jan 27th.

I respectfully request permission to take up my duties Monday Jan 13th.

If permission granted, advise what procedure to take, evening return to duties, under conditions as stated above.

respectfully

Norman L. Francis (Kpr)

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
DEC 23 1935
SAN FRANCISCO

Erma
Doctor's order is necessary if for sick leave of for A.W.O.L. application must be submitted

EIGHTEENTH DISTRICT

Piedras Blancas
(Station, Depot, or Vessel)

Dec. 20., 1935

Supt of Light-Houses 18th Dist
San. Francisco Calif.

Subject: Injury to foot
Reference: Report of Dec. 14. 1935

Sir:

Please be advised that since injury to foot, prevents a actual full performance of station duties, for possibly two week's longe (at Doctor's advise), I respectfully request leave of absence from this station, from Dec 26 to Dec 31st incl.

I did not think it officially necessary, to make out regular forms for "leave" in this case; so the request in letter form. However, please advise if procedure is correct, so future applications may be made, in proper form.

respectfully
M. L. Francis
(Keeper)

EMA

December 24, 1935.

Mr. Norman L. Francis,
Keeper, Piedras Blancas Light Station.

1. Referring to your letter of December 20th you are advised that it is necessary to submit Form 76, Request for Leave, in all cases and if the leave you are requesting is for sick leave, it will be necessary for you to submit with your request a Doctor's certificate stating that you were incapacitated for duty for the period requested. All leave for sickness should be submitted after your return to duty.

H. W. RHODES

Form 76

Original — For reason = Disability by injury.

LIGHTHOUSE SUPERINTENDENT
JAN 20 1936
SAN FRANCISCO

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

REQUEST

Piedras Blancas, Jan. 17, 1936
(Station)

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

I respectfully request that I be granted 35 days of shore liberty or leave, from Dec. 13, 1935 (10AM) to Jan. 17 (9A.M.), inclusive, 1936. I have had ——— days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

——— , ———
(Name) (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

Piedras Blancas Lt-Stn., San Simeon, California
(Street or R. D. Route) (City) (State)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L. Francis
Keeper.

Norman L. Francis
(Applicant's signature)

Keeper
(Title)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, January 22nd, 1936.

The above application for shore liberty or leave is hereby approved for 35 days, from Dec. 13, 1935 to Jan. 17, 1935, inclusive, 19——

Substitute need not be furnished during this absence.
(Insert "must" or "need not")

H. W. Rhodes.

Superintendent, 18th *Lighthouse District.*

FINAL REPORT

Absence begun: At 10 A.M. Dec 13, 1935.
(State nearest hour)

Returned to duty: At 9A.M. Jan 17, 1936.
(State nearest hour)

Period of absence: 33-23/24 days.
Compensatory 1-14/24 days

Period charged: Sick 15 days.
Annual 13-9/24

Certified correct and forwarded.

Norman L. Francis.
Keeper.

———
(Applicant's signature)

———
(Title)

11—882 GOVERNMENT PRINTING OFFICE

Encl

GEORGE KINNEY DUNKLEE, M. D.
1130 GARDEN STREET
SAN LUIS OBISPO, CALIFORNIA

LIGHTHOUSE SUPERINTENDENT
JAN 20 1936
SAN FRANCISCO

January 16,1936.

TO WHOM SO EVER IT MAY CONCERN:-

This is to certify that Norman Francis, who has been under my care for a sprained left ankle is able to return to work and persue his regular duties. The period of his disability was from Dec.13,1935 to January 16, 1936.

George Kinney Dunklee,M.D.

Geo K Dunklee
per L. L.

GKD/LL

Note.

Para" 7 & 13 not filled in, for reasons given in attached letter.

Will Office fill in; or return #C.A.3, with information; for me to complete report?

Kpr.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
JAN 27 1936
SAN FRANCISCO

E Enva

EIGHTEENTH DISTRICT
Piedras Blancas
(Station, Depot, or Vessel)

January 17, 1936.

Supt of Light-Houses 18th District.
San. Francisco Calif.
Subject: Injured ankle.
Reference = Office letter Jan 14, 1936

Sir:

1. Enclosed is report (# C. A. 3) Covering Termination & Total disability. Please note Para = 7 & 13 (a, b. c) on # C. A. 3.

I did not fill these in, lacking advise whether "injury incured in line of duty" - would immediatly start w. Compensation - or w accrued Annual & sick leave not as yet used up to date of injury. (Leave accrued 1934 & 1935)

2. Please advise, period of disability charged to "Federal Compensation" & accrued unused annual & sick leave, so claim for "Compensation" - for injury incured in line of duty, may be filed in accordance, to procedure.

3. Doctors certificate, covering period of disability & its nature, is enclosed

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
JAN 20 1936
SAN FRANCISCO

EIGHTEENTH DISTRICT

(Station, Depot, or Vessel)

, 19

with report.

4. Light duties & watches could have been resumed Jan 13th, but at the advise of the Doctor, I wrote your Office January 7th, for permission to resume such duties, because of; due to the fact that partial disability still existed & that Doctors certificate could not be obtained, until (at his discretion), all disability was terminated; such permission was thought necessary, under the circumstances.

5. During the period of Dec 13th 10 a.m until Jan 17th 9 a.m I have not stood any watches or performed Station Routine, excepting making monthly reports, annual requisitions & such duties, not requiring physical effort, because of injury.

respectfully
Norman L. Francis
Keeper

F818

PACIFIC TELEGRAM

CLASS OF SERVICE

TELEGRAM		DAY LETTER	SYMBOL DAY L	NIGHT MESSAGE	SYMBOL NITE	NIGHT LETTER	SYMBOL N L

IF NONE OF THE THREE SYMBOLS SHOWN ABOVE APPEARS AFTER THE CHECK (NUMBER OF WORDS) THIS IS A TELEGRAM.
OTHERWISE ITS CHARACTER IS INDICATED BY THE SYMBOL APPEARING AFTER THE CHECK.

RECEIVED AT

~~DEC 13 1935~~

P 9 SLO 10 19 PD 1 EX NL

CAMBRIA CALIFORNIA DEC 13-1935

8:30 DEC 14 1935 ✓
G.m.

523

SUPT OF LIGHT HOUSES

SAN FRANCISCO CALIFORNIA

REPORTING SPRAINED ANKLE SUSTAINED BY ME FRIDAY DECEMBER THIRTEENTH

FORMS C A ONE AND TWO FORWARDED YOUR OFFICE

N FRANCIS

KEEPER PIEDRAS BLANCAS LIGHT STATION

830 PM

STANDARD FORM No. 14a
APPROVED BY THE PRESIDENT
MARCH 10, 1926

PACIFIC TELEGRAPH

HWR:EMA

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM H.W.RHODES, SUPT. OF LIGHTHOUSES

BUREAU LIGHTHOUSE SERVICE, DEPARTMENT OF COMMERCE

CHG. APPROPRIATION GENERAL EXPENSES, LIGHTHOUSE SERVICE

CHARGES COLLECT

GOVERNMENT PRINTING OFFICE 11—9240

SAN FRANCISCO, CALIFORNIA, AUGUST 13,1935

KEEPER, PIEDRAS BLANCAS LIGHT STATION
CAMBRIA, CALIFORNIA

LEAVE FOR FIVE DAYS BEGINNING AUGUST FOURTEENTH APPROVED

RHODES

PHONED TO OPERATOR 820
10:38 AM, August 13,1935, by EMA

CONFIRMATION

H. W. RHODES

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT AUG 15 1935 SAN FRANCISCO

Original

REQUEST

Piedras Blancas (Station), Aug 13, 1935

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

I respectfully request that I be granted five days of shore liberty or leave, from Aug 14 to Aug 19, inclusive, 1935. I have had ____ days shore liberty or leave to date during this calendar year.

LIGHTHOUSE SUPERINTENDENT AUG 21 1935 SAN FRANCISCO

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

_____ (Name), _____ (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

2800 S. Carolina St. (Street or R. D. Route), San Pedro. (City), California (State)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L. Francis
Keeper.

Norman L. Francis
(Applicant's signature)

Keeper.
(Title)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, August 15th, 1935

The above application for shore liberty or leave is hereby approved for five days, from August 14th to August 19th, inclusive, 1935.

Substitute need not be furnished during this absence.
(Insert "must" or "need not")

H. W. Rhodes

Superintendent, 18th *Lighthouse District.*

FINAL REPORT

Absence begun: At 2 A. M. Aug 14, 1935.
(State nearest hour)

Returned to duty: At 2 P. M. Aug 19, 1935.
(State nearest hour)

Period of absence: 5-12/24 days.

Period charged: 3-2/24 annual, 22/24 compensatory days.

Certified correct and forwarded.

Norman L. Francis
Keeper.

_____
(Applicant's signature)

_____
(Title)

11—882 GOVERNMENT PRINTING OFFICE

F818

PACIFIC TELEGRAM

CLASS OF SERVICE

TELEGRAM		DAY LETTER	SYMBOL DAY L	NIGHT MESSAGE	SYMBOL NITE	NIGHT LETTER	SYMBOL N L

IF NONE OF THE THREE SYMBOLS SHOWN ABOVE APPEARS AFTER THE CHECK (NUMBER OF WORDS) THIS IS A TELEGRAM.
OTHERWISE ITS CHARACTER IS INDICATED BY THE SYMBOL APPEARING AFTER THE CHECK.

RECEIVED AT

P 4 SLO 11 19 DAYL

CAMBRIA CALIF 8 13 35 956AM

LIGHTHOUSE SUPERINTENDENT AUG 14 1935 SAN FRANCISCO

SUPT OF LIGHT HOUSES

SAN FRANCISCO CALIF

REQUEST LEAVE FIVE DAYS STARTING AUGUST FOURTEENTH DAUGHTER UNDER SURGEONS CARE SAN PEDRO DETAILS REQUIRE PERSONAL ATTENTION ADVISE TELEGRAPH COLLECT

N FRANCIS KEEPER PIEDRAS BLANCAS LIGHT HOUSE

1014AM

RC
1022a day 13
Eil 3024 - 871

202

RC.

PACIFIC TELEPHONE AND TELEGRAPH CO. (TELEGRAM)

TO: SUPERINTENDENT
FROM: Cambria, August 13th, 1935

REQUEST LEAVE FIVE DAYS STARTING AUGUST FOURTEENTH DAUGHTER UNDER SURGEONS CARE SAN PEDRO DETAILS REQUIRE PERSONAL ATTENTION ADVISE TELEGRAPH COLLECT

SIGNED

N. FRANCIS

KEEPER PIEDRAS BLANCAS L.S.

Approved

sent P.T.&T. tel. (Collect)

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT JUL 8 1935 SAN FRANCISCO

REQUEST

Piedras Blancas, July 7, 1935
(Station)

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

I respectfully request that I be granted three days of shore liberty or leave, from July 11 to July 13, inclusive, 1935. I have had _____ days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

_____, _____
(Name) (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

Hotel Argonaut, San Francisco, California
(Street or R. D. Route) (City) (State)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L. Francis
Keeper.

Norman L. Francis
(Applicant's signature)

Keeper
(Title)

AUTHORITY

NOTE: NOT APPROVED

OFFICE OF SUPERINTENDENT, 18th DISTRICT, July 9th, 1935.

The above application for shore liberty or leave is hereby approved for 3 days, from July 11th to July 13th, inclusive, 1935

not approved until working party has completed work Resubmit

Substitute _____ be furnished during this absence.
(Insert "must" or "need not")

H. W. Rhodes
Superintendent, _____ *Lighthouse District.*

FINAL REPORT

Absence begun: At _____ M. _____, 19_____.
(State nearest hour)

Returned to duty: At _____ M. _____, 19_____.
(State nearest hour)

Period of absence: _____ days.

Period charged: _____ days.

Certified correct and forwarded.

_____
Keeper.

_____
(Applicant's signature)

_____
(Title)

11—882 GOVERNMENT PRINTING OFFICE

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
JUL 2 1935
SAN FRANCISCO

207

EIGHTEENTH DISTRICT

Piedras Blancas
(Station, Depot, or Vessel)

June 30, 1935

Supt' of Light-Houses 16th District.
San. Francisco Calif.

Sir:

I respectfully request permission, to discuss with you, at your Office, several things, concerning the (3d asst) Mr C. Cooper & his various actions, which might prove to be a revelation, & that, which has occured, since my arrival at this Station. Visit to be after July 6th.

Certain statements, which I will make & expect to confirm, would in Official form be quite serious, in their respects, as charges against Mr Cooper.

I do not care to do this Officially, unless necessary to correct any wrong impressions of the Office, or conduct I or my actions, now or off this Station

respectfully M. L. Francis
(Keeper)

HWR:AMR

July 5, 1935

H. L. Francis, Keeper,
Piedras Blancas Light Station.

1. Referring to your letter of June 30th, requesting permission to proceed to this Office to discuss the shortcomings of the 3rd Assistant Keeper, you are advised that in view of the fact Mr. Lang will arrive at your station about July 9th for the purpose of organizing a working party for rebuilding the water distributing system at your station, it is not advisable to grant you any leave at this time.

2. The Superintendent does not desire to accord interviews for the purpose of listening to the petty quarrels and grievances of keepers at any station. However, if any keeper has information serious enough to warrant charges against any other keeper they should be properly submitted and such matters will be immediately investigated.

3. The 3rd Assistant Keeper at your station has called at this Office today with stories of his mistreatment by you, but he has not made any formal charges nor submitted any proof of the statements which he has made, and it is not desired to consider such reports further at this time.

4. As opportunities offer, arrangements will be made to transfer or demote the personnel at your station as seems to be most suitable after the troubles reported by you have been investigated at the next inspection of your station.

5. In the meantime, you are directed to do all in your power to maintain harmony on the station and to have all keepers co-operate in raising the efficiency and character rating of your station.

H. W. RHOADES

Superintendent

OLJ:BA
Encl.

April 5th, 1935

Keeper,
Piedras Blancas Light Station.

1. There is enclosed a letter of reprimand and warning to First Assistant Keeper Joseph Harrington, covering the use of discourteous language to you, and preferring unsubstantiated charges. The original copy of this letter is to be delivered to the First Assistant Keeper, and the carbon copy retained for the station files.

2. The First Assistant Keeper denied that he had used the particular expression charged by you, and as there were no witnesses to corroborate your statement, this particular charge will necessarily be considered not proven. However, the First Assistant Keeper admits that he did use profane and improper language to you, being angry because you had charged him with an offense of which he claims he was not guilty.

3. Your charges that the First Assistant Keeper is prone to argument, is contemptuous in his manner to you, and is lacking in general mechanical ability, are too general in character to require action by the Superintendent, beyond a warning that such actions will tend to lower his standing in the Service and prevent possible promotion. The Keeper of a station is expected to be able to handle the men on the station so as to prevent waste of time in useless argument, and also to be able to train the assistant keepers in such parts of the station work as they may not be able to handle properly.

4. The charges preferred against you by the First Assistant Keeper were not substantiated by the statements of the Second and Third Assistant Keepers, and these charges will be dropped. It was not found that your absences from the station, or leaving your children at home alone, constituted any violation of the rules of the Lighthouse Service. No evidence, other than the First Assistant Keeper's statement, was obtained showing intoxication on your part.

5. Unofficial complaint was made by all the Assistant Keepers that at numerous times your language in giving orders has been rude, abusive and profane, and your manner of speaking unnecessarily curt and domineering, especially if any question arose as to the best method of doing some item of station work. Your attention is called to paragraph No. 11, 'Instructions to Employees', 1927 edition, covering the use of abusive and profane language in giving and enforcing orders.

6. Regarding your statement in the letter of February 22nd that you propose to take legal action against First Assistant Keeper Harrington, you are advised that the Superintendent will regard with disfavor any action on your part tending to place matters of this nature before the public.

H. W. RHODES

Superintendent.

COPY for Bureau of Lighthouses.

F818

PACIFIC TELEGRAM

THE PACIFIC TELEPHONE & TELEGRAPH CO. — BELL SYSTEM — AMERICAN TELEPHONE & TELEGRAPH CO.

CLASS OF SERVICE

TELEGRAM		DAY LETTER	SYMBOL DAY L	NIGHT MESSAGE	SYMBOL NITE	NIGHT LETTER	SYMBOL N L

IF NONE OF THE THREE SYMBOLS SHOWN ABOVE APPEARS AFTER THE CHECK (NUMBER OF WORDS) THIS IS A TELEGRAM.
OTHERWISE ITS CHARACTER IS INDICATED BY THE SYMBOL APPEARING AFTER THE CHECK.

RECEIVED AT

120

SUPERINTENDENT
MAY 4 1935
SAN FRANCISCO

3 SLO 27 36 NL 1 EX GOVT

CAMBRIA CALIF MAY 3 1935

SUPERINTENDENT OF LIGHT HOUSES

CUSTOM HOUSE SANFRANCISCO CALIF

LETTER FORWARDED ME INTENDED FOR MANAGER OF US CIVIL SERVICE
REFERING TO SWITCH BOARD WORK OF EMERGENCY NATURE LIFE SHIP
NUMBER ONE HUNDRED THOUGHT IT ADVISABLE TO INFORM OFFICE OF
ERROR LETTER RETURNED TO OFFICE

FRANCIS KEEPER PIETRAS BLANCAS LIGHT STATION

706 PM

Phone Dist Manager that
letter is ~~coming~~ being mailed to his office

BA
Encls.

April 5th, 1935

Commissioner of Lighthouses.

There is forwarded herewith for the Bureau's information a letter of reprimand of this date to Joseph Harrington, First Assistant Keeper, Piedras Blancas Light Station, and also copy of a letter of caution to the Keeper of the same station.

H. W. RHODES

OLJ:BA
Encls.

April 4th, 1935

Superintendent of Lighthouses,
San Francisco,
California.

Subject: Investigation of charges, Piedras Blancas Light Station.
References:
(a) Keeper's letter, January 31st, 1935.
(b) First Assistant Keeper's letter, February 22, 1935.

1. Charges made by both parties were investigated on visit to the station on March 2nd, 1935. Statements were obtained from both, and also from the Second and Third Assistant Keepers.

2. The Keeper's charges are true in part, magnified by personal ill feeling, and the importance of the offences exaggerated by reason of the Keeper's idea that Assistant Keeper Harrington has been deliberately trying to make the work at the station hard to handle, and to interfere with the way the Keeper desires the work done. It appears from the statements made by all the Assistant Keepers, as well as the attitude the Keeper himself took when questioned, that most of the trouble originated because the Keeper assumed a domineering, violent and "hard-boiled" attitude toward his assistants, and has generally given his instructions in a tone, language and manner that caused resentment among the assistants. This resentment caused Harrington to object strongly to being reprimanded for something which he claims he did not do, and as both men lost their tempers, Harrington used improper language to the Keeper. He admitted he used several profane expressions, but claimed he did not remember using the particular one to which the Keeper objected in his letter. Whatever the expression used may have been, he is guilty of using improper language to his official superior. The Keeper also used language more potent than polite, referring to Harrington as an "incompetent old jackass" who would be "kicked off the station" if he made further trouble for the Keeper or didn't do as he was told.

3. The Keeper's charges that (a) Harrington "turned toward the wall" the instructions regarding changing fog signal charts, (b) obeys orders in a "contemptuous manner", and (c) being argumentative in talking over the way work is to be done, are quite probably true, although Harrington claims (a) he picked the sign off the floor when cleaning up and stood it on the table, (b) tried not to show the Keeper that he was making a fool of himself, and (c) tried to tell the Keeper the right way to do the work, just as suggestions to make the work easier.

See Harrington's Personnel File

4. The First Assistant Keeper refused to apologize for using the opprobrious epithet the Keeper charges him with using, because he states he does not remember using it, and says he is not in the habit of using that particular term. There were no witnesses present, and the charges simmer down to one man's word against the other's.

5. The charges against the Keeper are (a) that the Keeper has "imbibed too freely in strong drink", (b) that he is lacking in mechanical skill, making him "the most destructive man" the First Assistant Keeper "had ever worked with"; (c) leaving the station on Saturday night and leaving the two children at home alone in quarters lighted by kerosene lamps. The drinking "too freely" charge is overdrawn; the Keeper admits having had several glasses of wine at a party and dance, but not enough to intoxicate him, as he drove his car to the station and over the trestle across the sand flats. It is apparent the degree of intoxication must have been very slight. The second item (b), is true in part, as it was due to the Keeper's inexperience and lack of mechanical adeptness that made it necessary to replace the scored cylinder on the Doak engine only a few months after the engine was installed. His attempts to overhaul and repair Crosby clockworks have not been successful, and he has been instructed to discontinue these repairs. The Keeper's idea of his mechanical skill is not well founded, on the results produced by his efforts. The charge (c) of leaving the two children at home alone is true. These children are 10½ and 12 years old; they are in bed before their parents leave, and the only lamp lit is a small hand lamp. The danger from a possible fire is remote, as the children are both well raised and intelligent. The Keeper's record of absences showed that he had left the station only when not on watch, and had entered the absence on the record. These absences occurred once every four weeks, and are not in violation of the regulations.

6. Statements obtained from the Second and Third Assistant Keepers were to the effect that they had not heard Harrington call the Keeper a vile name, but had heard the Keeper use rough language to Harrington; that Harrington never refuses to obey orders and^to work willingly at whatever he is told to do; that Harrington has often tried to help the Keeper with sensible suggestions, resulting generally in being told to "mind his own damn business"; that Harrington's manner toward the Keeper has not been contemptuous and that Harrington has tried to follow the Keeper's numerous directions; that they had never seen the Keeper intoxicated; that the Keeper never neglected his duty to be absent from the station, and that there was no evidence that the Francis children were in any danger^when^being left at home. They both charge the Keeper with being dictatorial, rude and domineering in his manner, and speech, and altogether too wrapped up in his own importance to get along well or handle the work properly. They both praise his attention to duty and his willingness to do what he can to keep the station up and make conditions better at the station.

7. It is recommended that consideration be given to transferring Mr. Harrington to a smaller station as soon as possible, as the work at Piedras

Blancas, especially around the high tower, requires a younger man, to be handled properly, and will affect Harrington's health. For the good of the Service, the two men should be separated, and as the Keeper has improved the looks and upkeep of the station, it is considered desirable to have him kept there. It is believed that the Keeper's bumptious egoism can be reduced, and that he will, in time, prove satisfactory in handling light station work.

8. Enclosed are drafts of a letter of caution to the Keeper, and a letter of reprimand to the First Assistant Keeper, for your consideration.

Erna

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT NOV 19 1934 SAN FRANCISCO

Original

REQUEST

Piedras Blancas, Nov 16, 1934.
(Station)

LIGHTHOUSE SUPERINTENDENT DEC 4 1934 SAN FRANCISCO

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

I respectfully request that I be granted 4 days of shore liberty or leave, from Nov 28 to ~~Nov 31~~ Dec 1 (correction), inclusive, 1934. I have had ..... days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

none required, ...
(Name) (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

Pigeon Point Lt Sta, Pescadero, California
(Street or R. D. Route) (City) (State)

~~Forwarded.~~ Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L. Francis
Keeper.

Norman L. Francis
(Applicant's signature)

Keeper
(Title)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, November 20, 1934.

The above application for shore liberty or leave is hereby approved for 4 days, from November 28th to November 31, inclusive, 1934.

Substitute need not be furnished during this absence.
(Insert "must" or "need not")

H. W. Rhodes

Superintendent, 18th Lighthouse District.

FINAL REPORT

Absence begun: At 9A M. Nov 28, 1934.
(State nearest hour)

Returned to duty: At 5P M. Dec 1, 1934.
(State nearest hour)

Period of absence: 3-8/24 days.

Period charged: 3-8/24 Comp. days.

Certified correct and forwarded.

Norman L. Francis.
Keeper.

.....
(Applicant's signature)

.....
(Title)

11—882 GOVERNMENT PRINTING OFFICE

Form 76

Original

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT SEP 23 1934 SAN FRANCISCO

REQUEST

Piedras Blancas, Sept 26, 1934
(Station)

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

LIGHTHOUSE SUPERINTENDENT OCT 5 1934 SAN FRANCISCO

I respectfully request that I be granted 4 days of shore liberty or leave, from Sept 28 to Oct 1, inclusive, 1934. I have had ____ days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

none (Name), needed (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

Hotel Argonaut 4th between Mission & Market Sts (Street or R. D. Route), (San Francisco (Calif.)) (City) (State)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Norman L. Francis
Keeper.

Norman L. Francis
(Applicant's signature)

Keeper
(Title)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, October 1st, 1934.

The above application for shore liberty or leave is hereby approved for 4 days, from September 28th to October 1st, inclusive, 1934

Substitute need not be furnished during this absence.
(Insert "must" or "need not")

H. W. Rhodes

Superintendent, 18th Lighthouse District.

FINAL REPORT

Absence begun: At 12 M. Sept 28, 1934.
(State nearest hour)

Returned to duty: At 5 P M. Oct 1, 1934.
(State nearest hour)

Period of absence: 2-17/24 days.

Period charged: 2-17/24 days.

Certified correct and forwarded.

Norman L. Francis
Keeper.

(Applicant's signature)

(Title)

11—882 GOVERNMENT PRINTING OFFICE

OFFICE, SUPERINTENDENT OF LIGHTHOUSES,
SAN FRANCISCO, CALIFORNIA

October 1, 1934.

Mr. Norman L. Francis,
Keeper, Piedras Blancas Light Station.

1. Referring to your letter of September 26,1934, requesting to be advised the total amount of leave charged against you for the calendar year 1934, you are advised as follows:

2. While at Los Angeles Harbor from Jan. 1 to March 31st, you earned at the rate of 4-3/4 days a month compensatory leave and 1-1/4 days a month annual leave, or 14-1/4 days compensatory leave and 3-3/4 days annual leave. At Piedras Blancas from April 1 to September 30th, you earned at the rate of 1-1/4 days amonth compensatory leave and 1-1/4 days a month annual leave, or 7-1/2 days compensatory leave and 7-1/2 days annual leave. You have taken 15-1/2 days compensatory leave for the calendar year to and including August 31st and if you took no leave in September (Form 65 for your station has not been received) you have 6-1/4 days compensatory leave remaining to be taken and earned to the close of September 30th and 11-1/4 days of annual leave.

3. Compensatory leave cannot be taken until earned and includes all days. Annual leave may be granted in advance, at the discretion of the Superintendent, and excludes Holidays, Sundays and half Saturdays.

4. In the future you are directed to show total compensatory and annual leave taken on your Form 65 and if your totals do not agree with office records, you will be so advised.

H. W. RHODES

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
SEP 23 1934
SAN FRANCISCO

EIGHTEENTH DISTRICT

Piedras Blancas
(Station, Depot, or Vessel)

Sept 26, 1934

Superintendent of Light-Houses 18th Dist
San. Francisco California

Sir:

Will the Office advise me, the total amount of leave I have taken, since beginning of Calendar year. that it may be put on station records.

respectfully

Norman L. Francis
(Keeper)

STANDARD FORM No. 14a
APPROVED BY THE PRESIDENT
MARCH 10, 1926

EMA

PACIFIC TELEGRAPH

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM O.L.JENKINS, ASST.SUPT.OF LIGHTHOUSES
O. L. JENKINS

BUREAU LIGHTHOUSE SERVICE, DEPARTMENT OF COMMERCE

CHG. APPROPRIATION ~~GENERAL EXPENSES, LIGHTHOUSE SERVICE~~

CHARGES COLLECT

GOVERNMENT PRINTING OFFICE 11—9240

SAN FRANCISCO, CALIFORNIA, SEPT. 26, 1934.

NORMAN L FRANCIS
KEEPER PIEDRAS BLANCAS LIGHT STATION
CAMBRIA CALIFORNIA

LEAVE APPROVED PROVIDED COOPER RETURNS

JENKINS

CONFIRMATION
TELEPHONED ABOVE MESSAGE TO
PACIFIC TELEGRAPH CO. (OPERATOR 610) at 2:27 PM, Sept.26,1934.
BY EMA

PACIFIC TELEGRAM

CLASS OF SERVICE

TELEGRAM		DAY LETTER	SYMBOL DAY L	NIGHT MESSAGE	SYMBOL NITE	NIGHT LETTER	SYMBOL NL

IF NONE OF THE THREE SYMBOLS SHOWN ABOVE APPEARS AFTER THE CHECK (NUMBER OF WORDS) THIS IS A TELEGRAM. OTHERWISE ITS CHARACTER IS INDICATED BY THE SYMBOL APPEARING AFTER THE CHECK.

LIGHTHOUSE SUPERINTENDENT SEP 26 1934 SAN FRANCISCO

RECEIVED AT

1247

P3 SLO 5 26 PD DAYL EX

CAMBRIA CALIF 130PM SEPT 26 1934

SUPERINTENDENT OF LIGHTHOUSES

SANFRANCISCO CALIF

REQUEST LEAVE FROM SEPTEMBER TWENTY EIGHT TO OCTOBER FIRST INCLUSIVE PROVIDING THIRD ASSISTANT REPORTS DUTY BEFORE SEPTEMBER TWENTY EIGHT IF LEAVE GRANTED WIRE ME COLLECT

N FRANCIS

KEEPER

138PM

OFFICE, SUPERINTENDENT OF LIGHTHOUSES,
SAN FRANCISCO, CALIFORNIA,

February 24, 1934.

Mr. Norman L. Francis,
First Assistant Keeper,
Los Angeles Harbor Light Station.

1. You are directed to advise this office without delay if you will accept, if offered you, the position of Keeper, Piedras Blancas Light Station, with pay at the rate of $1440.00 per annum. Separate house of five rooms and bath is furnished the keeper.

2. There is a grammar school located at San Simeon about six miles from the station and a high school (Coast Junior High) located at Cambria about 14 miles distant. Good Highway -

H. W. RHODES

OFFICE, SUPERINTENDENT OF LIGHTHOUSES,
SAN FRANCISCO, CALIF.,

FEBRUARY 16, 1934.

Mr. Norman L. Francis,
First Assistant Keeper,
Los Angeles Harbor Light Station.

1. The leave records of this office show that you exceeded both your combined annual and compensatory leave by 12 hours since April 1, 1933, for the calendar year 1933.

2. Your compensatory leave is not accumulative but as a matter of adjustment, since the excess leave is less than one day, the 12 hours has been charged against your compensatory leave for the calendar year 1934 instead of making deduction from your February pay check.

3. It is noted that you have exceeded your leave allowance in past years. Your leave allowance of 72 days for Los Angeles Harbor is considered ample and should not be exceeded and any further excess leave taken by you may make it necessary to take disciplinary action in addition to making deduction from your salary.

H. W. RHODES

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
OCT 5 1933
SAN FRANCISCO

Original

REQUEST

Los Angeles Harbor (Station), October 5, 1933

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

LIGHTHOUSE SUPERINTENDENT
OCT 31 1933
SAN FRANCISCO

I respectfully request that I be granted 24 days of shore liberty or leave, from October 8, 1933 to October 31, 1933, inclusive, 19___. I have had 29-9/24 days shore liberty or leave to date during this calendar year, from April.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

None Allowed (Name), _____ (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

2649 Dennison Street (Street or R. D. Route), San Pedro (City), California (State)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

I. D. Conklin
Keeper.

Norman L. Francis
(Applicant's signature)

1st Assistant
(Title)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, October 6th, 1933

The above application for shore liberty or leave is hereby approved for 21 days, from October 8th to October 28th, inclusive, 19 33 as compensatory and annual leave.

Substitute need not be furnished during this absence.
(Insert "must" or "need not")

SEE ATTACHED SHEET.

H. W. Rhodes
Superintendent, 18th *Lighthouse District.*

FINAL REPORT

Absence begun: At 1 a M. Oct 8th, 1933
(State nearest hour)

Returned to duty: At 7 a M. Oct 28th, 1933
(State nearest hour)

Period of absence: 20 6/24 days.

Period charged: ~~20 6/24~~ days.
6 days compensatory
11-1/4 days annual

Certified correct and forwarded.

I. D. Conklin
Keeper.

Norman L. Francis
(Applicant's signature)

1st Asst Keeper
(Title)

11—882 GOVERNMENT PRINTING OFFICE

LEAVE OF NORMAN L. FRANCIS FOR CALENDAR YEAR 1933

	FURLOUGH LEAVE	COMPENSATORY LEAVE	ANNUAL LEAVE
JANUARY	2 days	2-1/2 days	
FEBRUARY	3 " 3 Hrs.	13 da. 5 hrs.	
MARCH	21 "	0 " 0 "	
	6 da.	15 days 17 hrs.	
APRIL		3 days 22 hrs.	
MAY		6 " 22 "	
JUNE		6 " 6 "	
JULY		2 " 13 "	
AUGUST		6 " 7 "	
SEPTEMBER		3 " 15 "	
TOTAL APR. TO SEPT. 30th		29 days 13 hours	

From January 1 to March 31 entitled to 6 days a month, or 18 days compensatory leave

Mr. Francis took 15 days and 17 hours, leaving a balance remaining of 2 days and 7 hours which he could take before June 30th.

April 1 to October 31 entitled to 4-3/4 days a month compensatory leave or ~~X~~ 7 times 4-3/4 or 33 days and 6 hours compensatory plus 2 days and 7 hours or 35 days and 13 hours of compensatory leave he has earned to close October.

35 days and 13 hours minus the 29 days and 13 hours already taken leaves 6 days ~~earned~~ earned compensatory leave to be taken before October 31st.

Annual leave from April 1 to December 31 at the rate of 1-1/4 days a month or 11-1/4 days which may be taken in advance.

Mr. Francis has asked for 24 days leave commencing October 8th and ending October 31st.

Counting 6 days of compensatory leave first inclusive of Sundays and half Saturdays.

October 8th to 13th inclusive or 6 days. October 14th to 6 AM Oct. 28th, or 11-1/4 days

Therefore he is only entitled to leave from October 8th to 6 AM Oct. 28th if he leaves at 12:01 AM, Oct. 8th.

COMPENSATORY LEAVE CANNOT BE TAKEN IN ADVANCE - ANNUAL LEAVE MAY AT THE DISCRETION OF THE SUPERINTENDENT.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

rec'd

JUN 16 1933
SAN FRANCISCO

EIGHTEENTH DISTRICT

Los Angeles Harbor
(Station, Depot, or Vessel.)

June 5, 1933

Supt.
Asst. Supt.
Assoc. Eng. 1
Assoc. Eng. 2
Jr. Clk.
Accounts
Personnel
Purch. & Cont.
Files
Trans. & Prop.
Hydrog.
Airways
Messenger

Superintendent of Light-Houses-18th Dist.
San. Francisco Cal.

Sir:

Please advise, if still considered for transfer to "Anacapa Island Light-station, in position as "Keeper."

Obliged to move my family from present home, to other quarters shortly, it would be, at this time, an inconvenience to make two moves, if transfer is still being considered.

respectfully

Norman L. Francis
1st Asst. Keeper.

Forwarded 6/5/33
S. D. Coubbin.

HWR:PMM

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

SAN FRANCISCO, CALIF.

June 8, 1933.

Mr. Norman L. Francis,
1st Assistant Keeper,
Los Angeles Harbor Light Station.

Through the Keeper.

1. In reply to your letter of June 5th, you are advised that the 1st Assistant Keeper at the Anacapa Island Light Station has been recommended for appointment to the position of Keeper of that station.

2. You will be considered for transfer whenever a suitable vacancy occurs in the District.

H. W. RHOADES

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT FEB -7 1933 SAN FRANCISCO

Original

REQUEST

Los Angeles Harbor (Station), Feb. 5th, 1933

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

LIGHTHOUSE SUPERINTENDENT FEB 8 1933 SAN FRANCISCO

I respectfully request that I be granted Fourteen days of shore liberty or leave, from Feb 6th to Feb. 19th, inclusive, 1933. I have had 35 days shore liberty or leave to date during this calendar year. Fiscal dating from July 1. 1932. 0 hrs.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

None Authorized (Name) (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

3582 - 40th St. (Street or R. D. Route), San Pedro (City), California (State)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

I D. Conklin
Keeper.

Norman L. Francis
(Applicant's signature)

1st asst Keeper
(Title)

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, February 8th, 1933

The above application for shore liberty or leave is hereby approved for 14 days, from Feb. 6th to Feb. 19th, inclusive, 1933.

Substitute need not be furnished during this absence.
(Insert "must" or "need not")

H. W. Rhodes

Superintendent, 18th *Lighthouse District.*

FINAL REPORT

Absence begun: At 12 AM (State nearest hour) MID. FEB. 6, 1933

Returned to duty: At 7 A. M. (State nearest hour) FEB. 20, 1933

Period of absence: 14 8/24 days.

Period charged: 14 8/24 days.

Norman L. Francis
(Applicant's signature)

1st asst Keeper.
(Title)

Certified correct and forwarded.

I D. Conklin
Keeper.

11—882 GOVERNMENT PRINTING OFFICE

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
FEB -7 1933
SAN FRANCISCO

EIGHTEENTH DISTRICT

Los Angeles Harbor
(Station, Depot, or Vessel)

February 5, 1933

Superintendent of Light-Houses 18th Dist.
San. Francisco Calif.

Supt.
Asst. Supt.
Assoc. Eng.
Assoc. Eng.
Chf. Clk.
Accounts
Personnel
Purch. &
Files
Trans. &
Hydrog.
Airways
Messen.

Sir:

O.K.

A series of blood & urinal tests, taken at the "Children's Hospital" in Los Angeles, is necessary to determine the nature of an illness my son is suffering from at this time.

These tests will cover a period of two weeks & will necessitate my transporting him between San. Pedro & Los Angeles. The tests started Feb 3d. therefore the request for leave at this time.

respectfully
Roman R. Francis
1st asst. Keeper.

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT MAY 26 1932 SAN FRANCISCO

Original

REQUEST

Los Angeles Harbor, May 25, 1932
(Station)

SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT:

LIGHTHOUSE SUPERINTENDENT JUN 01 1932 SAN FRANCISCO

I respectfully request that I be granted 21 days of shore liberty or leave, from May 30th to June 20th, inclusive, 1932. I have had 14 7/24 days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

None, Authorized
(Name) (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

582 - 40th St, San Pedro, California
(Street or R. D. Route) (City) (State)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

I. D. Conklin
Keeper.

Norman Francis
(Applicant's signature)

1st asst Kuper
(Title)

AP

AUTHORITY

OFFICE OF SUPERINTENDENT, 18th DISTRICT, May 26th, 1932

The above application for shore liberty or leave is hereby approved for twenty-one days, from May 30th to June 20th, inclusive, 1932

Substitute need not be furnished during this absence.
(Insert "must" or "need not")

H. W. Rhodes

Superintendent, 18th *Lighthouse District.*

FINAL REPORT

Absence begun: At 10 P. M. May 29, 1932
(State nearest hour)

Returned to duty: At 10 P. M. June 20, 1932
(State nearest hour)

Period of absence: 22 days.

Period charged: 22 days.

Norman Francis
(Applicant's signature)

1st asst Kuper.
(Title)

Certified correct and forwarded.

I. D. Conklin
Keeper.

11—883 GOVERNMENT PRINTING OFFICE

EMA

June 15,1932.

Mr. Norman L. Francis,
First Assistant Keeper,
Los Angeles Harbor Light Station.

(Through the Keeper)

1. Referring to your letter of June 13th requesting an extension of your annual leave to terminate June 30th, you are advised that this extension is not approved for the reason that at the close of June 20th, which terminates your authorized annual leave, you will have had a total of 36 days and 22 hours which is 22 hours in excess of your earned annual leave to the close of June 30th. Since it is not known how much, if any, annual leave will be allowed by Congress after July 1st, more than your earned annual leave to the close of June 30th cannot be allowed at this time.

H. W. RHODES

June 14,1932.

Captain Rhodes:

Under new regulations, Los Angeles Harbor gets 72 days annual leave a year, or at the rate of 6 days a month.

Norman Francis will have had if he is granted to the close of June 30th and he actually left on May 30th for his annual leave:

46 days which is over earned annual leave by 10 days.
He has asked and been granted from May 30th to June 20th, or 22 days plus 14 days & 22 hours already taken, making 36 days and 22 hours, or all he is entitled to

E.M.A.

Ema
advise Y no more
leave can be granted
at this time —

June 13. 1932.

Asst. Engr.
Chf. Clk.
Accounts
Personnel
Purch. & Cont.
Files
Trans. & Prop.
Hydrog.
Airways
Messenger

LIGHTHOUSE SUPERINTENDENT
JUN 14 1932
SAN FRANCISCO

Superintendent of Light-Houses
1 8th Dist
San Francisco
Calif.

Sir:

I respectfully request an extention to my leave, that extention terminating June 30th inclusive, if possible.

Mr Conklin "Keeper" said he would O.K. the extention on leave.

respectfully.

Norman. Francis
1st asst Keeper.
L.A. Blk. Mtn Light Station.

Form 76

Original

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT SEP 26 1931 SAN FRANCISCO

REQUEST

Los Angeles Harbor, Sept 24, 1931
(Station.)

LIGHTHOUSE SUPERINTENDENT OCT -8 1931 SAN FRANCISCO

LIGHTHOUSE INSPECTOR, 18th DISTRICT:

I respectfully request that I be granted seven days of shore liberty or leave, from Sept 29th to Oct 5th, inclusive, 1931. I have had 23 4/24 days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

N. T. Nightingale, 3117 Kercheff St. San Pedro.
(Name.) (P. O. Address.)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

1352 N. St Andrews Place, Hollywood, California
(Street or R. D. Route.) (City.) (State.)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

S. D. Conklin
Keeper in charge.

Norman Francis
(Applicant's signature.)

1st Asst Keeper
(Title.)

AP

AUTHORITY

Superintendent
OFFICE OF INxxxxxxx, 18th DISTRICT, September 26th, 1931

The above application for shore liberty or leave is hereby approved for seven days, from September 29th to October 5th, inclusive, 1931.

Substitute must be be furnished during this absence.
(Insert "must" or "need not.")

Services of substitute to be paid for by the Government at the rate of $3.50 a day.

H. W. Rhodes
Superintendent
xxxxxxx, 18th *Lighthouse District.*

FINAL REPORT

Absence begun: At 10 P. M. Sept 28, 1931
(State nearest hour.)

Returned to duty: At 10 30 P. M. Oct 5, 1931
(State nearest hour.)

Period of absence: 7 days - 30 min. days.

Period charged: 6 days - 30 min. days.

Certified correct and forwarded.

S. D. Conklin
Keeper in charge.

(Applicant's signature.)

11—882

(Title.)

Erna

Form 76

Original

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
JUN 30 1931
SAN FRANCISCO

REQUEST

Los Angeles Harbor June 29, 1931
(Station.)

LIGHTHOUSE INSPECTOR, 18th DISTRICT:

I respectfully request that I be granted Twenty Seven days of shore liberty or leave, from June 2 to June 29, inclusive, 1931. I have had ..... days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

Burt S. Hand, San Pedro, Calif.
(Name.) (P. O. Address.)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

2832 Parkhurst, San Pedro, Calif.
(Street or R. D. Route.) (City.) (State.)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

I. D. Conklin,
Keeper in charge.

Norman Francis
(Applicant's signature.)

1st asst.
(Title.)

AUTHORITY

OFFICE OF ~~INSPECTOR~~ Superintendent 18th DISTRICT, June 30th, 1931

The above application for shore liberty or leave is hereby approved for 27 days, from June 2nd to June 29th, inclusive, 1931.

Substitute must be furnished during this absence.
(Insert "must" or "need not.")
To be paid for by the Government at the rate of $4.00 a day.

H. W. Rhodes
Superintendent,
~~Inspector~~, 18th *Lighthouse District.*

FINAL REPORT

Absence begun: At 2 p. M. June 2, 1931.
(State nearest hour.)

Returned to duty: At 6 p. M. June 29 1931.
(State nearest hour.)

Period of absence: ~~23-4/24~~ 27-4/24 days.

Period charged: 23-4/24 days.

Certified correct and forwarded.

I. D. Conklin
Keeper in charge.

(Applicant's signature.)

11—852

(Title.)

EMA

June 25, 1931.

Keeper, Los Angeles Harbor Light Station.

1. When Norman L. Francis returns to duty at your station, you are directed to have him submit request for annual leave for the period of time he was away from the station in the Hospital and on leave.

H.W.RHODES, SUPERINTENDENT OF LIGHTHOUSES.

M. WILSON

BY_____

CHIEF CLERK.

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM H.W.RHODES,SUPERINTENDENTOF LIGHTHOUSE

BUREAU LIGHTHOUSE SERVICE, DEPARTMENT OF COMMERCE

CHARGES COLLECT

CHG. APPROPRIATION GENERAL EXPENSES, LIGHTHOUSE SERVICE

GOVERNMENT PRINTING OFFICE 11—9240

SAN FRANCISCO,CALIFORNIA, JUNE 22,1931.

NORMAN L FRANCIS
LOS ANGELES HARBOR LIGHT STATION
SAN PEDRO CALIFORNIA
(TELEPHONE SAN PEDRO 650)

FIVE DAYS LEAVE COMMENCING JUNE TWENTY THIRD APPROVED

RHODES

H. W. RHODES

SUPERINTENDENT OF LIGHTHOUSES

CHARGES COLLECT

CONFIRMATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
JUN 12 1931
SAN FRANCISCO

EIGHTEENTH DISTRICT

Los Angeles Harbor
(Station, Depot, or Vessel)

June 9, 1931.

Supt. of Lighthouses
San Francisco, Calif.,
Sir

Due to error in telegram have been unable to get in touch with Mr. Papson to serve as substitute. The telegram from the company read "North Carolina" instead of "North Catalina". Received confirmation from your office Monday.

Called the Marine Service Bureau and they sent a man (Mr. Band) who is a marine diesel engineer. His services are satisfactory so far. Unless instructed to the contrary will let him stay on.

Respectfully
I. D. Conklin.

P.S.
Have no more form #47 (Time Ticket)

Left H. Mail. 4

mailed 24
6-12-31
asst

SEND ANOTHER WIRE SATURDAY FOR FUNDS.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
APR 17 1931
SAN FRANCISCO

Eighteenth District
Los Angeles Harbor
(Station, Depot, or Vessel.)
April 14, 1931

Left employee's claim for funds. Pay as soon as rec'd

Superintendent of Light-Houses 18th Dist
San Francisco - Cal.

Sir.

On March 14th, I presented to Mr Olsen (Keeper of Point Arguello 14th) forms made out covering amount of meals furnished Miss Wilburn (teacher) from 1st to 14th inclusive (March); & to be forwarded the Office in usual procedure.

Up to date I have received no check covering the amount due ($21.00). May I be advised if said forms have reached the Office?

respectfully

Norman Francis
1st asst Keeper.

Check mailed
4/16/31
LH

I. D. Conklin

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE



EIGHTEENTH DISTRICT

Los Angeles Harbor
(Station, Depot, or Vessel.)

March 16, 1931.

Supt. of Lighthouses
San Francisco, Calif.
Sir -

Mr. Norman Francis reported for duty as first assistant this date relieving Mr. Kent.

Respectfully
I. D. Cooklin.

EMA

April 30, 1930.

Mr. N. DeMerritt, Field Worker,
c/o Eye & Ear Hospital of Los Angeles, Inc.,
500 South Lucas Avenue,
Los Angeles, California.

Dear Sir:

1. Referring to your letter of April 29th requesting to be advised whether Norman Francis was employed by this Service and the salary he was receiving.

2. Norman L. Francis is employed by this Service as First Assistant Keeper, Point Arguello Light Station, with compensation at the rate of $1260.00 per annum.

Respectfully,

H. W. RHODES

Superintendent of Lighthouses.

EYE AND EAR HOSPITAL OF LOS ANGELES, INC.
500 SOUTH LUCAS AVENUE
LOS ANGELES, CALIFORNIA

SUPERINTENDENT
APR 30 1930
SAN FRANCISCO

April 29, 1930.

Supt. of Light-Houses,
San Francisco, Calif.

Dear Sir: Re-Norman Francis,
Case #7018

The family of the above have applied at this clinic for free medical service.

May we ask you to verify the employmant of Mr. Francis at "Arlight", San Francisco, and his salary as being $100 per month?

This will help us in planning for the necessary clinic service.

Very truly yours,

N. De Merritt

Field Worker

WW:SM

January 6th, 1930.

Norman Francis,
1st Assistant Keeper,
Point Arguello Light Station.

Through the Keeper.

1. Referring to your letter of January 2nd, 1930, you are advised that the rules of the Lighthouse Service and of the U.S. Employees Compensation Commission must be followed in cases of accidental injury in the line of duty, and that no deviation cah be made from these rules. This office can consider you on leave without pay for the amount of annual leave that is accrued in your case, which will be up to the close of December 17th. After that date you are not entitled to salary from the Lighthouse Service, and compensation must be paid to you by the U.S. Employees Compensation Commission, based on your claim, which must be filed in the usual manner and forwarded to this office for submission to the U.S. Employees Compensation Commission at Washington for approval. If the claim is approved, as it probably will be, the Commission will mail your compensation check from Washington. This office has no connection with the U.S. Employees Compensation Commission which is an independent establishment of the United States government.

2. You are requested to advise this office as to the approximate date on which you may be able to return to duty at the station.

H. W. RHODES

see "Injury file 3/5) (or unfinished)

EMA

December 26, 1929.

Mr. Norman L. Francis,
Second Assistant Keeper,
Point Arguello Light Station.

1. Referring to the injury to your foot incurred in the line of duty, you are advised that the records of this office show that up to the date of your injury, November 29th, you had had 10 days annual leave. Up to the close of November 30th, your earned annual leave amounted to 27-1/2 days, or a total of 17-1/2 days which you had not yet taken. The Regulations state that sick leave must include Sundays. You will therefore be allowed pay to the close of December 17th and should make out your Claim for Compensation commencing December 18th and up to the date on which you again assume your duties as First Assistant Keeper.

H. W. RHODES

Superintendent of Lighthouses.

WW:AP

January 22, 1929.

Norman L. Francis,
2nd Assistant Keeper,
Los Angeles Harbor Light Station.

Through the Keeper.

1. Referring to your letter of January 21st, you are advised that according to the records of this office, the status of your annual leave is as follows:

Entered on duty February 9, 1928.
Total annual leave allowance for the
calendar year is therefore ..... 26.20/24 days

Total annual leave taken ..... 32.22/24 "

Excess annual leave 6. 2/24 "

2. The deduction will therefore be made from your salary for the excess leave of six days.

For and in the absence of the Superintendent.

F. J. OTTER
Assistant Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
JAN 22 3 9
SAN FRANCISCO

EIGHTEENTH DISTRICT

Los Angeles Harbor Htla.
(Station, Depot, or Vessel.)

January 21, 1929.

Superintendent of Light-Houses.
San Francisco Calif.
(through the Keeper)

Sir:

In receipt of your letter of Jan 19th I respectfully submitt reference to letter from your office of (~~Oct~~ Nov 6. 1928) informing me that I was over leave to the amount of two days + 6 hours up to 31st of Oct 1928 + to take leave during the remainder of year so as not to exceed leave allowance at close of Dec 31st 1928.

For the month of Nov. I had 68 hours leave + for Dec., 35 hours leave which totals 103 hours or 4 days + 9 hrs for the last two months.

At the rate of 60 hours leave per month or 2½ days, approximatly 17 hours remain to my credit for the two months.

Deducting that from the 2 days 6 hrs or 54 hours charged to me up to ~~Oct~~ Nov 31st 1928

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

EIGHTEENTH DISTRICT

_____
(Station, Depot, or Vessel.)

_____, 19

as exceeded leave allowance, there remains up to Close of Dec. 31st 1928 allowance of leave exceeding 1 day 13 hrs.
This is to the best of my acknowledge.

Respectfully

Norman Francis
2nd asst Keeper. L. A. Harbor Lt. Sta.

Frank Weller
Keeper.

EMA

January 19, 1929.

Mr. Norman L. Francis,
Second Assistant Keeper,
Los Angeles Harbor Light Station.

(Through the Keeper)

1. The office records show that you exceeded your leave allowance for the calendar year 1928 by six days and pay for this excess leave will be deducted from your pay check for the month of January, 1929.

For and in the absence of the Superintendent.

Otter

EMA

November 9, 1928.

Mr. Norman L. Francis,
Second Assistant Keeper,
Los Angeles Harbor Light Station.

(Through the Keeper)

1. Referring to letter from this office of November 6th informing you that you had exceeded your annual leave allowance two days and six hours at the close of October.

2. On rechecking your leave, it is found that this letter should have read that you had exceeded your total allowance for the calendar year two days and six hours. At the rate of 2-1/2 days a month you are entitled to 26 days, 19 hours, having entered on duty at Los Angeles Harbor Light Station on February 9, 1928. Up to the close of October you have taken 29 days, 1 hour and 30 minutes annual leave. You have therefore exceeded your leave 2 days and six hours up to the close of October and this time together with any other annual leave which you may take up to the close of December will have to be deducted from your pay check for January, 1929.

FOR AND IN THE ABSENCE OF THE SUPERINTENDENT

Etter.

WW:PB

November 6, 1928.

N. L. Francis, 2nd Assistant Keeper,
Los Angeles Harbor Light Station.

Through the Keeper.

1. The office records show that at the close of October 31st you have exceeded your annual leave allowance two days and six hours. Every effort should be made to take leave during the balance of the year so that your total leave allowance will not have been exceeded at the close of December 31st.

For and in the absence of the Superintendent.

Otter.

WW:AP

June 29th, 1928,

Mr. Norman Francis,
Second Assistant Keeper,
Los Angeles Harbor Light Station.

Through the Keeper:

1. Referring to your letter of June (undated), relative to allowing you to go ashore two days a week for the purpose of visiting your family, while the Superintendent does not recall exactly what was said in the conversation with you at Pt. Reyes Light Station when you were being considered for transfer to Los Angeles Harbor Light Station, he is positive that he did not tell you that you would be allowed leave in excess of the thirty days allowed by Law. His impression is that he informed you that there would be no objection to your going ashore two nights a week provided that proper arrangements could be made with the other Assistant Keepers for standing necessary watches.

2. It would be unjust to the other keepers and contrary to the rules and regulations to allow you more than thirty days annual leave.

G. W. RHODES

W.W
see me--

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
JUN 27 8
SAN FRANCISCO

EIGHTEENTH DISTRICT

Los Angeles Harbor Lt Sta
(Station, Depot, or Vessel.)

June, 1928

Superintendent of Light-Houses. 18th District
San Francisco California

Sir:

In reply to letter informing me of over-leave of alloted time for absence, I wish to bring to mind that previous my transfer to the Los Angeles Harbor Light-Station, from Point Reyis Lt-Station, we held a personal conversation regarding leave allowance at this station.

Two days a week to visit my family was mutually agreed upon providing agreeable with remaining keepers.

It did not prove contrary.

Upon my return into the service to this particular station I took it for granted that the before mentioned leave allowance would still be agreeable with the office.

respectfully

Norman Francis 2nd Asst.
Los Angeles Harbor Lt Station.

Frank Weller
Keeper.

EMA

June 22, 1928.

Mr. Norman L. Francis,
Second Assistant Keeper,
Los Angeles Harbor Light Station.

(Through the Keeper)

1. The records of this office show that you have had 18 days and 16 hours of annual leave up to the close of May, 1928. You entered on duty at Los Angeles Harbor Light Station on February 9,1928, and were entitled to 8 days and 22 hours up to the close of May, at the rate of 2-1/2 days a month, the annual leave allowance allotted your station. You have therefore exceeded your leave allowance by 9 days and 18 hours and you are informed that your pay check for the month of June will not be mailed to you until July 8th.

2. You are directed to cut down your leave allowance until such time as the above excessive leave is made up and to then endeavor to stay within the allowance of 2-1/2 days per month. If at the close of the year you have excess leave charged against you, deduction for this excess leave will be made from your pay check for the month of December.

H. W. RHODES

WW:SM

January 30th, 1929.

Mr. Norman Francis,
2nd Assistant Keeper,
Los Angeles Harbor Lightstation.

1. Referring to your letter of January 28th you are advised that deduction for your excess leave will be made from your February paycheck. It is not desirable to make partial deductions on January and February paychecks as it complicates the financial records of the office. Hereafter you are directed to keep your annual leave within the allowance so as to avoid an unnecessary amount of office work.

For and in the absence of the Superintendent.

F. J. OTTER

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
JAN 30 1929
SAN FRANCISCO

Eighteenth District
Los Angeles Harbor Sta-
(Station, Depot, or Vessel.)

January 28, 1929.

Superintendent of Light-Houses.
San Francisco Calif.

Through the Keeper

Sir:

Owing to bills accumulated through house-rent groceries, family-sickness & etc; I find it will be impossible to meet my bills in a satisfactory manner, If the whole amount covering my "Over-leave" is deducted from January check.

So I respectfully request the Office to partly deduct the amount from January Check & apply the balance to month of February.

respectfully

Norman Francis
2nd Asst Keeper.

Frank Weber
Keeper.

Form A-32

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

April 14, 1927.

M r. Norman L. Francis,

Through the Commissioner of Lighthouses.

Sir:

The Department is in receipt of your resignation from the position designated below, and has accepted the same, upon recommendation of the bureau, to take effect at the close of business on February 15, 1927.

Bureau..... Lighthouse Service.

Position..... Keeper.

Allocation.....

Salary..... $1500 per annum.

Station..... Los Angeles Harbor Light Station.

By direction of the Secretary:

Respectfully,

Clifford Harvey

Chief of Appointment Division.

GOVERNMENT PRINTING OFFICE

P.

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

(COPY)

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

LIGHTHOUSE SUPERINTENDENT
MAR 8 1926
SAN FRANCISCO

RG-EK

March 2, 1926.

Norman L. Francis, Second Assistant Keeper,
Point Reyes Light Station, Calif.,
(Through Superintendent of Lighthouses, San Francisco, Calif.).

The Bureau is in receipt of a report from the Superintendent regarding your conduct in assualting the railroad station agent at Point Reyes on December 17, 1925;

Your conduct in this instance was thoroughly reprehensible and reflected discreditably upon the personnel of the Lighthouse Service, and you are severely reprimanded and warned to observe the Regulations, lest future violations lead to more drastic disciplinary action. The present matter will be noted on the records as part of your official history.

(Signed) G. R. PUTNAM

Commissioner of Lighthouses.

Bureau of Lighthouses, Wash., Copy to 18th Supt.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

WW:EMA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT, 18TH DISTRICT
CUSTOMHOUSE
SAN FRANCISCO, CALIF.

Norman L. Francis - Reprimand.

February 13, 1926.

Commissioner of Lighthouses.

1. There are enclosed copies of the following correspondence pertaining to an assault made by Norman L. Francis, Second Assistant Keeper, Point Reyes Light Station, on December 17, 1925, on Mr. T. I. Atwood, Agent at the railroad station at Point Reyes:

Dec. 18, 1925 - J. C. Bush, Special Agent, N.W.P. Ry.
Dec. 19, 1925 - W. S. Palmer, President, N.W.P. Ry.
Jan. 6, 1926 - M. T. Cook, General Manager, Pacific Division, The Western Union Telegraph Company.
Jan. 9, 1926 - W. S. Palmer, President, N.W.P. Ry. to Superintendent of Lighthouses, enclosing above correspondence.
Jan. 11, 1926 - Superintendent of Lighthouses to Norman L. Francis, Second Assistant Keeper, Point Reyes Light Station.
Jan. 13, 1926 - Norman L. Francis to Superintendent of Lighthouses.

2. It will be seen from the above correspondence that Francis complained to the Agent at Point Reyes concerning a delay in transmitting a telegram to Francis notifying him of the death of his mother.

3. It is recommended that Francis be severely reprimanded for conduct unbecoming an employe of the Lighthouse Service and for behavior that would tend to bring discredit to and reflect upon the personnel of the Service. The President and General Manager of the Northwestern Pacific Railroad, who brought this matter to the attention of this office, has been notified of this recommendation.

H. W. RHODES

WW:EMA

February 13, 1926.

Mr. W. S. Palmer,
President & General Manager, N.W.P. Ry.,
64 Pine Street, San Francisco, Calif.

Dear Sir:

1. Referring to your letter of January 9th and reply from this office of January 11th relative to the assault made by Norman L. Francis, Second Assistant Keeper, Point Reyes Light Station, on T. I. Atwood, Railroad Agent at Point Reyes, on December 17th, you are advised that the matter has been investigated and Francis admits the assault and frankly assumes all blame for the affair and states that after the occurrence he realized that he was in error and personally apologized to Mr. Atwood.

2. In considering the case, the Superintendent feels that the state of mind that Francis was in, due to the death of his mother, should be accepted in mitigation of the offense and does not feel that Francis should be recommended for dismissal. A recommendation has been made to the Bureau of Lighthouses that Francis be severely reprimanded by the Secretary of Commerce and that he be advised that a repetition of his offense or other misconduct will result in a recommendation for more drastic action.

3. The Superintendent wishes to thank you for bringing the matter to his attention and wishes to assure you that the Lighthouse Service requires a high standard of behavior of all its employees.

Respectfully,

H. W. RHODES

Superintendent of Lighthouses.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

2c

S

LIGHTHOUSE SUPERINTENDENT
JAN 15 1926
SAN FRANCISCO

EIGHTEENTH DISTRICT
Point Reyes Sta Calif
(Station, Depot, or Vessel.)
January 13, 1926

Supt D Light-Houses. San Fran. Cal.

In accordance to your letter I am making my report of the matter.

Have only to say that it was approximatly two days & 1/2 after receiving the gram I made assault on Mr. Atwood agent at Pt. Reyes & that after coming from my mothers funeral at Oakland.

The only reason is that in a death case I felt that the telegram should have reached me the quickest possible way, the use of the telephone from Pt Reyes to L-House station being the quickest. It not having been attempted & served in a way to make me angry which in my case dosnt happen to be uncontrolable or ungovernable temper as mentioned in correspondence received at your

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

EIGHTEENTH DISTRICT

(Station, Depot, or Vessel.)

,19

office & again in my anger it
wasn't until after Mr atwood explaind
about the telegram that I attempted to
hit him, which left no impression
if such was the ~~case~~ case.

After this occurance I realized
I had gone about the matter the
wrong way & I personally apologized
to Mr atwood a few days later, say-
-ing so in regard to above.

I can only say I'm sorry that any
discredit or inconvenience is brought
about to the Light-House Service by
any act of mine.

Respectfully

Herman Francis.
2nd asst Keeper.
Point Reyes L.H
Calif.

Forwarded —
H. K. Kane.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

WW:LD

OFFICE OF SUPERINTENDENT, 18TH DISTRICT
CUSTOMHOUSE
SAN FRANCISCO, CALIF.

January 11th, 1926.

Mr. W. S. Palmer,
President & General Manager,
Northwestern Pacific Railroad Co.,
64 Pine Street,
San Francisco, Calif.,

Dear Sir:-

1. Referring to your letter of January 9th, 1926, reporting that Norman L. Francis, 2nd Assistant Keeper, Point Reyes Light Station assaulted Mr. T. I. Atwood, Railroad Agent at Point Reyes, on December 17th, you are advised that Mr. Francis has been called upon to submit his version of the affair, and after the matter has been fully investigated and considered, you will be advised of the action to be taken by this office in the case.

Respectfully,

For and in the absence of the Superintendent.

H. J. Otter

1st Asst. Superintendent.

WW:LD

January 11th, 1926.

Norman L. Francis, 2nd Assistant Keeper,
Point Reyes Light Station.

(Through the Keeper)

1. This office is in receipt of a letter from the Northwestern Pacific Railroad, dated January 9th, 1926, enclosing copies of letters pertaining to an assault made by you at 3 P. M., December 17th, 1925 on Mr. T. I. Atwood, Railroad Agent at Point Reyes. Copies of the following letters are enclosed:-

December 18, 1925; C. J. Bush, Special Agent Northwestern Pacific Railroad to H. C. Emmons, Chief Special Agent.
December 19, 1925; W. S. Palmer, President Northwestern Pacific Railroad to M. T. Cook, General Manager Western Union Telegraph Co.
January 6, 1926: M. T. Cook, General Manager, Western Union Telegraph Co. to W. S. Palmer.
January 9, 1926; W. S. Palmer to Superintendent of Lighthouses.

2. It appears from this correspondence that the telegram addressed to you was properly handled by the Railroad Agent at Point Reyes in accordance with the rules of the Company, and to the satisfaction of its officials, and that there was no reason why you should raise an argument on the point with the Agent at Point Reyes, especially several days after the message was received. The behavior and conduct of a Lighthouse Keeper must be such even when off the station, as to not bring discredit to the Lighthouse Service. If there is a display of ungovernable temper on the part of an employee off the station, it is fair to assume that a repetition of the affair covered by the enclosed correspondence might occur with the personnel at the light station to the detriment and inconvenience of the Service as well as to the inconvenience of some of the Lighthouse personnel.

3. However before making any decision or taking any action in the case, it is desired to give you full opportunity to present your side of the case, and you are directed to make a full report of the matter at an early date. This office is informed that there was a witness to the affair at the Point Reyes Railroad Station, the witness claiming that you were very abusive.

For and in the absence of the Superintendent.

Oster.

NORTHWESTERN PACIFIC RAILROAD COMPANY

64 PINE STREET, SAN FRANCISCO

W. S. PALMER,
PRESIDENT AND GENERAL MANAGER

LIGHTHOUSE SUPERINTENDENT
JAN 11 1926
SAN FRANCISCO

January 9, 1926.

Superintendent of Lighthouses,
424 Customhouse,
San Francisco.

4 copies

Dear Sir:

Am enclosing copy of correspondence exchanged with the Western Union Telegraph Company, concerning assault upon Mr. T. I. Atwood, Agent for this Company and for The Western Union Telegraph Company, at Point Reyes, by one Norman Francis, who is reported to be an employe at Pt. Reyes Lighthouse.

You will note from the correspondence that Mr. Atwood handled the receipt and delivery of the telegram in accordance with prescribed rules and from all information available the assault upon our Agent was entirely unprovoked.

Will you kindly advise whether some disciplinary action should not be taken by the officers in charge of the Lighthouse Service so as to prevent any future trouble of this character occurring at Pt. Reyes or elsewhere?

Yours truly,

W Spaeuer

(COPY) LIGHTHOUSE SUPERINTENDENT JAN 11 1926 SAN FRANCISCO

THE WESTERN UNION TELEGRAPH COMPANY

San Francisco, January 6, 1926.

Mr. W. S. Palmer,
President & General Manager,
Northwestern Pacific RR Co.,
San Francisco.

4 C

Dear Sir:

Again referring to your letter of December 19th, concerning service on a night letter received at Pt. Reyes Station, December 15th, addressed to Norman Francis:

The message was filed in our Oakland office at 9:42 p.m., December 14th, addressed to "Mr. Norman Francis, Pt. Reyes, Calif.", but later changed to read "Mr. Norman Francis, Lighthouse Keeper, Pt. Reyes Station, California". The clerk who accepted the message from the sender is no longer in our service and his statement is unobtainable at this time, as to why or under what circumstances the change in the address was made. We have endeavored to communicate with the sender, Mr. Sullivan, but find that he is a traveling man and not at home. We did, however, telephone to his residence and conversed with his sister, who states she is positive that Mr. Sullivan knew nothing of the distance, the lightouse is from the station, and that he was simply sending the message to an address furnished by another member of the family. She further stated that Mr. Sullivan was probably in such a nervous condition that it would not have occurred to him to offer to pay any charges for special delivery, even though he knew the distance from the station.

According to the report furnished by Special Agent Bush, the telegraph service was properly performed at Point Reyes Station and good judgment was used by the manager when the message was promptly handed to the lighthouse truck driver for delivery at the lighthouse, as the sender addressed it to the station only.

I am very sorry that Mr. Atwood should receive such outrageous treatment at the hands of the addressee while handling a commercial message for this Company. However, I do not think the complaint against Francis should be made to the lighthouse officials by the Western Union; under the contract we look to the Railroad Company as our agent for the handling of our commercial business, and it occurs to me that as Mr. Atwood is the Agent of the Railroad Company that it would perhaps be more effective if your Company preferred the charges against Mr. Francis.

Trusting that this will, upon reflection, meet with your views, I am,

Yours truly,

(Signed) M. T. Cook

General Manager, Pacific Division.

(COPY) LIGHTHOUSE SUPERINTENDENT JAN 11 1926 SAN FRANCISCO

NORTHWESTERN PACIFIC RAILROAD COMPANY

San Francisco, December 19, 1925.

UC

Mr. M. T. Cook,

General Manager, The Western Union Telegraph Company,

San Francisco.

Dear Sir:

Am enclosing copy of report from one of our Special Agents concerning an assault upon Mr. T. I. Atwood, Agent at Pt. Reyes, by a Government employe at the Pt. Reyes Lighthouse.

As the dispute occurred over delivery of a Western Union telegram, will you kindly advise whether the matter was handled properly by Mr. Atwood, and, if so, would it not be advisable for you to make complaint to proper authorities and have the man who caused the trouble either disciplined or dismissed? Will you please advise me action taken.

Yours truly,

(Signed) W. S. PALMER

(COPY)

NORTHWESTERN PACIFIC RAILROAD COMPANY

LIGHTHOUSE SUPERINTENDENT
JAN 11 1926
SAN FRANCISCO

Sausalito, December 18, 1925.

Mr. H. C. Emmons,
Chief Special Agent,
San Francisco.

45

Dear Sir:

Agent Atwood at Pt. Reyes phoned asking that I go immediately to Pt. Reyes to handle case concerning one Mr. Francis, a Government employe at Pt. Reyes Lighthouse.

Mr. Atwood states that on the morning of December 15th, he received telegram (night letter), consigned to Mr. Norman Francis, addressed Pt. Reyes Lighthouse, concerning the death of some relative at Oakland, California.

The Pt.Reyes Lighthouse is situated some ten miles from the station and Agent ordinarily mails such messages, but as it happened one of the trucks from the Lighthouse was at Pt.Reyes at the time message was received and Mr.Atwood dispatched wire by driver of such truck, which meant that the addressee received message some twelve hours earlier than had it been mailed as U. S. postage.

At 3 p.m., December 17th, two days later, Francis called at station at Pt. Reyes and proceeded to abuse and harass Mr. Atwood regarding the handling of this telegram. Francis wanted to know why message had not been dispatched by special carrier or phoned and when Mr.Atwood attempted to explain Francis hit him in the eye. (Mr.McAdams, the boiler inspector, was in station at time this scene took place and he stated Francis was all wrong and very abusive. Mr. McAdams stated Atwood was going to use his shot gun on Francis, but that he, Mr.McAdams, quieted him down and Francis left.) Omit ( ) from copy to Francis

As Francis is a Government employe he should be reported to the proper authorities. Capt. W.R. Kane is man in charge at Pt.Reyes Lighthouse.

Yours truly,

(Signed) C.J. Bush Special Agent

COPY:LH

NORTHWESTERN PACIFIC RAILROAD COMPANY
64 Pine Street, San Francisco.

W. S. Palmer,
President & General Manager.

January 9, 1926.

Superintendent of Lighthouses,

424 Customhouse,

San Francisco.

Dear Sir:

Am enclosing copy of correspondence exchanged with the Western Union Telegraph Company, concerning assault upon Mr. T. I. Atwood, Agent for this Company and for The Western Union Telegraph Company, at Point Reyes, by one Norman Francis, who is reported to be an employe at Pt. Reyes Lighthouse.

You will note from the correspondence that Mr. Atwood handled the receipt and delivery of the telegram in accordance with prescribed rules and from all information available the assault upon our Agent was entirely unprovoked.

Will you kindly advise whether some disciplinary action should not be taken by the officers in charge of the Lighthouse Service so as to prevent any future trouble of this character occurring at Pt. Reyes or elsewhere?

Yours truly,

(Signed) W. S. Palmer.

COPY:LH (COPY)

THE WESTERN UNION TELEGRAPH COMPANY

San Francisco, January 6, 1926

Mr. W. S. Palmer,
President & General Manager,
Northwestern Pacific RR Co.,
San Francisco.

Dear Sir:

Again referring to your letter of December 19th, concerning service on a night letter received at Pt. Reyes Station, December 15th, addressed to Norman Francis:

The message was filed in our Oakland office at 9:45 p.m., December 14th, addressed to "Mr. Norman Francis, Pt. Reyes, Calif.," but later changed to read "Mr. Norman Francis, Lighthouse Keeper, Pt. Reyes Station, California." The clerk who accepted the message from the sender is no longer in our service and his statement is unobtainable at this time, as to why or under what circumstances the change in the address was made. We have endeavored to communicate with the sender, Mr. Sullivan, but find that he is a traveling man and not at home. We did, however, telephone to his residence and conversed with his sister, who states she is positive that Mr. Sullivan knew nothing of the distance the lighthouse is from the station, and that he was simply sending the message to an address furnished by another member of the family. She further stated that Mr. Sullivan was probably in such a nervous condition that it would not have occurred to him to offer to pay any charges for special delivery, even though he knew the distance from the station.

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I am very sorry that Mr. Atwood should receive such outrageous treatment at the hands of the addressee while handling a commercial message for this Company. However, I do not think the complaint against Francis should be made to the lighthouse officials by the Western Union; under the contract we look to the Railroad Company as our agent for the handling of our commercial business, and it occurs to me that as Mr. Atwood is the Agent of the Railroad Company that it would perhaps be more effective if your Company preferred the charges against Mr. Francis.

Trusting that this will, upon reflection, meet with your views, I am

Yours truly,
(Signed) M. T. Cook,
General Manager, Pacific Division.

COPY:LH

NORTHWESTERN PACIFIC RAILROAD COMPANY

San Francisco, December 19, 1925.

Mr. M. T. Cook,

General Manager, The Western Union Telegraph Company,

San Francisco.

Dear Sir:

Am enclosing copy of report from one of our Special Agents concerning an assault upon Mr. T. J. Atwood, Agent at Pt. Reyes, by a Government employe at the Pt. Reyes Lighthouse.

As the dispute occurred over delivery of a Western Union telegram, will you kindly advise whether the matter was handled properly by Mr. Atwood, and, if so, would it not be advisable for you to make complaint to proper authorities and have the man who caused the trouble either disciplined or dismissed? Will you please advise me action taken.

Yours truly,

(Signed) W.S. Palmer.

COPY:LH

NORTHWESTERN PACIFIC RAILROAD COMPANY

Sausalito, December 18, 1925.

Mr. H. C. Emmons,
Chief Special Agent,
San Francisco.

Dear Sir:-

Agent Atwood at Pt. Reyes phoned asking that I go immediately to Pt. Reyes to handle case concerning one Mr. Francis, A Government employe at Pt. Reyes Lighthouse.

Mr. Atwood states that on the morning of December 15th, he received telegram (night letter) consigned to Mr. Norman Francis addressed Pt. Reyes Lighthouse, concerning the death of some relative at Oakland, California.

The Pt. Reyes Lighthouse is situated some ten miles from the station and Agent ordinarily mails such messages, but as it happened one of the trucks from the Lighthouse was at Pt. Reyes at the time message was received and Mr. Atwood dispatched wire by driver of such truck, which meant that the addressee received message some twelve hours earlier than had it been mailed as U. S. postage.

At 3 p.m., December 17th, two days later, Francis called at Station at Pt. Reyes and proceeded to abuse and harrass Mr. Atwood regarding the handling of this telegram. Francis wanted to know why message had not been dispatched by special carrier or phoned and when Mr. Atwood attempted to explain Francis hit him in the eye.

As Francis is a Government employe he should be reported to the proper authorities. Capt. W. R. Kane is man in charge at Pt.Reyes Lighthouse.

Yours truly,

(Signed) C. J. Bush

Special Agent.

WW:EMA

September 1, 1926.

Commissioner of Lighthouses.

1. Referring to Bureau letter of March 2, 1926, reprimanding Norman L. Francis, First Assistant Keeper, Point Reyes Light Station, for his conduct in assaulting the railroad station agent at Point Reyes on December 17, 1925, the Bureau is advised that since the date of the letter the services and behaviour of Norman L. Francis have been satisfactory.

H. W. RHODES

HWR:LH

March 20, 1925.

Norman L. Francis, 2d Assistant Keeper,
Point Reyes Lighthouse. -Through the Keeper-

1. Referring to your letter of February 14th, declining to furnish any information relative to your reported failure to properly contribute to the support of your children, you are advised that this office is not interested in your family affairs, beyond ascertaining that you are not conducting yourself in such a manner as to bring the Lighthouse Service into bad repute. The regulations of the Lighthouse Service require that all employees shall pay their just and honest debts, and as the proper support of your family is both a legal and a moral obligation this office will require you to meet such obligations so long as you remain in the Service.

2. It has been reported to this office that your wife can not live at the Point Reyes Station on account of ill health, and you are directed to report if you desire to be considered for transfer to any other station in the district where climatic conditions might be more agreeable than at Point Reyes and where you could have your family with you.

H. W. RHODES

Superintendent.

1320 2nd Reg
1060 3rd Reg
1140 2nd Reg

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

HWR:SA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT, 18TH DISTRICT
CUSTOMHOUSE
SAN FRANCISCO, CALIF.

March 7, 1925.

LIGHTHOUSE SUPERINTENDENT
MAR 21 1925
SAN FRANCISCO

Mrs. Normand L. Francis,
586 Lafayette Place,
Culver City, Calif.

Dear Madam:

Referring to your recent letter to the effect that your husband, Normand L. Francis, Assistant Keeper at the Point Reyes Light Station in this district, is not properly providing for the support of yourself and your children, you are requested to furnish this Office further information and this subject as follows:

The date of your marriage to Mr. Normand L. Francis. Oct. 19 - 1922
The number and ages of your children. 2 ~~contributed~~ 1 boy 2 7mths. 1 girl 16 mths
The total amount that Mr. Francis has ~~tendered~~ to your support since entering the Lighthouse Service. Feb. 9th rec'd 25.00 March 9 rec'd 35.00 of this year 1925

It is also requested that you advise me of the reason, if any, that Mr. Francis has given for failing to contribute to the support of yourself and your children.

Yours very truly,

H. W. Rhodes.

Superintendent of Lighthouses.

He does not state any reason for not supporting his children.

Dear Sir. I do not live at Point Reyes lighthouse with my husband on account of poor health. I was up there 3 wks. I came back to Los Angeles on the 5th. of Jan./25. Just at present he has promised to send me $35.00 a month for the children. If he fails to do so it causes more trouble I shall notify you. Thank you for sending a letter to him as he needed it. I am sincerely yours

Mrs. E. Francis.

HWR:SA

March 7, 1925.

Mrs. Normand L. Francis,
586 Lafayette Place,
Culver City, Calif.

Dear Madam:

Referring to your recent letter to the effect that your husband, Normand L. Francis, Assistant Keeper at the Point Reyes Light Station in this district, is not properly providing for the support of yourself and your children, you are requested to furnish this Office further information and this subject as follows:

The date of your marriage to Mr. Normand L. Francis.
The number and ages of your children.
The total amount that Mr. Francis has ~~tendered~~ contributed to your support since entering the Lighthouse Service.

It is also requested that you advise me of the reason, if any, that Mr. Francis has given for failing to contribute to the support of yourself and your children.

Yours very truly,

H. W. RHODES

Superintendent of Lighthouses.

unfinished.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
FEB 18 1925
SAN FRANCISCO

EIGHTEENTH DISTRICT

Point Reyes. Calif.
(Station, Depot, or Vessel.)

Feb. 14, 1925.

H. W. Rhodes.

Sir:

I refuse to make any explanation regarding the matter by mail, and only explanations required of such case will be made before party interested & proper authorities, Personelly.

from

Norman Francis.
2nd Asst Keeper.
Point Reyes L. H. Sta.

Forwarded.
H. R. Kane. Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
FEB 18 1925
SAN FRANCISCO

WW:EMA

OFFICE OF SUPERINTENDENT, 18TH DISTRICT
CUSTOMHOUSE
SAN FRANCISCO, CALIF.

February 11, 1925.

Mr. Norman L. Francis,
Second Assistant Keeper,
Point Reyes Light Station.

(Through the Keeper)

1. Mrs. Norman L. Francis, 586 Lafayette Place, Culver City, California, advised this Office that she is your wife and that you shipped some beds and have refused to pay the express charges thereon, also that you have only sent $25.00 in two months for the support of herself and your two babies.

2. You are requested to submit a full report in this matter.

H. W. Rhodes.

2/9/25.

W.W.
Take up with Francis -
then advise writer -

Mrs. N. L. Francis
586 Lafayette Pl.
Culver City.
Cal

LIGHTHOUSE SUPERINTENDENT
FEB 11 1925
SAN FRANCISCO

Dear Sir.

I would like a little advice & cannot afford an attorney as my husband does not send enough to. Can you inform me what steps to take in regards of receiving part of my husbands (Mr. Norman Leo Francis) salary for the support of his wife & children? I am living in Culver City on account of poor health & 2 small babies. Mr. Francis is 3rd. Asst. Light Keeper at Point Reyes lighthouse, Cal. He sent some beds & will not pay the express charges. He has only sent $25.00 to support 2 babies & a wife in

nearly 2 months. Am I not entitled to a part of my husband's pay or must I get charity when he has a position & earning enough to send more?

Will you please advise me & oblige

Mrs. A. L. Francis.

W.W.
O.K
after this is repaid

L.A Harbor Lt. Sta.

SUPERINTENDENT
FEB 1 1927
SAN FRANCISCO

February 1927.

San Pedro
Calif.

Superintendent of Light-Houses.

Sir:

Would appreciate check for up to the time my services expires (Feb 15 inclusive) at earliest possible time, after services expire.

Forwarding address will be General Delivery,
Post-Office. Los Angeles
Calif.

Respectfully

Norman Francis.

DEPARTMENT OF COMMERCE

REPORT ON PROBATIONARY APPOINTEE.
(This report to be made at expiration of fifth month of service.)

18th Lighthouse District,
(Bureau)

San Francisco, Calif., May 5, 1925.
(Date)

The Secretary of Commerce,
(The Chief of Appointment Division):

The probationary period of the person named below expires at the close of business on May 31st, 1925

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

Name Norman Leo Francis

Position Second Assistant Keeper

Salary $1260.00 Annum

Appropriation Salaries of Keepers General Expenses

Station Point Reyes Light Station.

Date of entrance on duty December 1, 1924.

Remarks:

For and in the absence of the Superintendent.

G. J. Oster

(Signature of immediate superior.)
First Assistant Superintendent.

SUBMITTED:

(Head of Bureau or Office.)

(*If unsatisfactory, recommendation for discontinuance under the provisions of paragraph (c) of section 1 of civil service rule VII, should immediately be forwarded to the Department.)

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE
SUPERINTENDENT
MAY 4 1925
SAN FRANCISCO

Probationary Period.
Norman L. Francis-

EIGHTEENTH DISTRICT
Point Reyes Cal
(Station, Depot, or Vessel.)
May 1st, 1925

Superintendent of Light Houses.
San Francisco. Cal.

Probationary Services of Norman L. Francis, Second Assistant Keeper at this station, have been Satisfactory—

W. S. Kane. Keeper.

WW:EMA

May 1, 1925

December 1, 1924.

Keeper, Point Reyes, Calif.

Referring to the probationary appointment of Norman L. Francis, you are directed to report by letter, after this appointee has served under your direction for a period of five months, whether his services are satisfactory, and, if not satisfactory, to give the reasons on which you base your opinion, as called for by the questions contained in District Circular No. 98, dated May 20, 1924.

H. W. RHODES

Superintendent of Lighthouses.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHTHOUSES
1926 SEP 22 AM 8 59

LIGHTHOUSE SUPERINTENDENT
SEP 27 1926
SAN FRANCISCO

September 21, 1926.

Commissioner of Lighthouses:

The Department has approved the Bureau's recommendation of September 11, 1926, that no further action be taken in the case of Norman L. Francis, Keeper at $1440 per annum at Point Reyes Light Station, California, it being noted that his services have been satisfactory since the receipt by him of a letter of reprimand dated March 2, 1926.

By direction of the Secretary:

Acting Chief of Appointment Division.

A

SEP 22 1926
Bureau of Lighthouses, Wash., Conv to 18th Dist. Be guided accordingly.

J. S. CONWAY
Acting Commissioner of Lighthouses.



Sept 26. 1927.
Los Angeles Cal.

Mr T. J. Otter
Asst Supt 7th Light-Houses.
Dear Sir.

In receipt of your letter referring to Grandi & Co Point Reyes, I wish to acknowledge the debt, am sorry it was refered to your Office.

It has been a source of worry to me in not being in the position of paying it.

Have notice to Grandi Co that when possible would pay off the debt but my financial position was & still is in such a way that at the present time cannot do so.

My thoughts have been bent on re-entering the service & since by hope that this debt will not be a detriment towards my re-entering.

(over)

Any inconvenience caused by my action I am quite sorry for & hope you will realize my intentions as honorable.

yours respectfully

Norman Francis

221 N. Ave 51

Los Angeles.

SW:PB

September 23rd, 1927

Norman Francis,
c/o Keeper, L.A. Harbor Light Station,
San Pedro, Calif.

Sir:

1. The Grandi Company, Point Reyes, informs this office that you still owe that company the sum of $65.35 for supplies furnished you while at Point Reyes Light Station. Will you please advise this office when you propose to settle the account? You will, of course, appreciate the great difficulty of keepers in the Lighthouse Service being permitted to purchase supplies under charged accounts if such accounts are not settled promptly.

For and in the absence of the Superintendent.

Respectfully,

R. J. Otter

Assistant Superintendent.

UNITED STATES TIRES ARE GOOD TIRES



TAPPING A RUBBER TREE ON THE UNITED STATES RUBBER COMPANY'S PLANTATION —THE LARGEST PRODUCING PLANTATION IN THE WORLD.

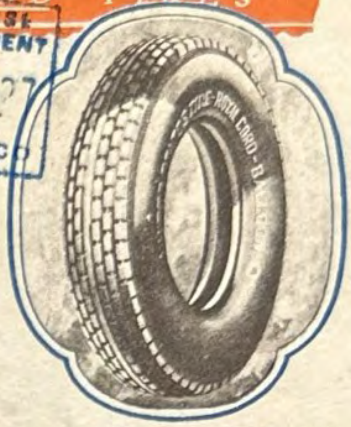
LIGHT HOUSE SUPERINTENDENT
SEP 23 19
SAN FRANCISCO

The GRANDI COMPANY, Inc.

Established 1880

HAY, GRAIN, MILL FEED, GROCERIES
LUMBER, AUTO SUPPLIES

POINT REYES STATION, MARIN COUNTY, CALIF.



THE UNITED STATES ROYAL CORD BALLOON, BUILT OF LATEX-TREATED WEB CORD AND SPRAYED RUBBER.

Sept. 22, 1927

Officer in Charge Light House Dept.
San Francisco Calif.,

Gentlemen:-

We understand that Mr. N. Francis is in your service. When he was at the Point Reyes Light and left, he left an account with our firm the present amount of $65.35.

Will you be so kind as to let us hear from you in regard to this party.

Very truly yours,

THE GRANDI COMPANY.

Form 206 FILE No. 8

RECORD OF PHYSICAL EXAMINATION OF LIGHT KEEPER OR ASSISTANT LIGHT KEEPER

IN CONNECTION WITH MEDICAL RELIEF BY THE PUBLIC HEALTH SERVICE

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 13th DISTRICT,

PLACE, San Francisco, California,

DATE, February 2nd, 1928.

To the MEDICAL OFFICER IN CHARGE,
U. S. Public Health Service,
544 Wilcox Building, Los Angeles, Calif.
(Dr. R. H. Heterick)

SIR:

Please examine Mr. Norman L. Francis

nativity, American; age, 28; height, 5 feet, 11 inches;

weight, 182 pounds; color of hair, Brown; color of eyes, Blue

distinguishing marks, Irregular non adherent scar 9 cm long on upper third left arm

as to eyesight, hearing, and physical condition.

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

Respectfully,

H. W. RHODES

Superintendent of Lighthouses.

(Signature of applicant:) Norman L. Francis

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

U. S. PUBLIC HEALTH SERVICE

PLACE, San Pedro, California

DATE, 2/6/28, 19

TO SUPERINTENDENT OF LIGHTHOUSES.

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

He is disqualified for the reasons shown on page 3.

E. ROBT. BURNIGHT

A.A. *Surgeon, U. S. Public Health Service.*

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

11—5999

REPORT OF PHYSICAL EXAMINATION

U. S. PUBLIC HEALTH SERVICE

PLACE, San Pedro, California

DATE, February 6th, 1928

Name of applicant, Norman Francis

Eyes: Color, blue; exophthalmus, None

chronic inflammation, None; other abnormality, None

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

other conditions, Normal

Eyesight:

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

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

Is applicant partially or wholly color-blind? No

If color-blind, state which color he confuses None

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

Ears:

Abnormalities, None; shape, Normal

Position, Normal; condition of drums Normal

Evidence of mastoid disease, None

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

Distance conversational speech can be heard: Right ear, 30 feet; left ear, 30 feet.

Distance whispered speech can be heard: Right ear, 15 feet; left ear, 15 feet.

Lungs: Normal

Heart: Normal

Defects noted which, in the opinion of the medical examiner, will not materially interfere with the discharge of the duties of light keeper or assistant light keeper:

No hernia

No hemorrhoids

11—5999

Form 206 FILE No. 8

RECORD OF PHYSICAL EXAMINATION OF LIGHT KEEPER OR ASSISTANT LIGHT KEEPER

IN CONNECTION WITH MEDICAL RELIEF BY THE PUBLIC HEALTH SERVICE

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, 18th DISTRICT,

PLACE San Francisco, California,

DATE, November 24th, 1924.

To the MEDICAL OFFICER IN CHARGE,
U. S. Public Health Service,
~~X28&XXII~~ 544 Wilcox Building,
Los Angeles, Calif.

SIR:

Please examine Norman L. Francis

nativity, American; age, 25; height, 5 feet 11 inches;

weight, 182 pounds; color of hair, Brown; color of eyes, Blue

distinguishing marks, Irregular non adherent scar 9 cm long on upper third left arm.

as to eyesight, hearing, and physical condition.

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

Examining Physician: Please insert color of hair and eyes and distinguishing marks, if any.

Respectfully,

H. W. RHODES

Lighthouse Inspector.

(Signature of applicant:) Norman Francis

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

U. S. PUBLIC HEALTH SERVICE

PLACE, Los Angeles, California

DATE, November 26th, 1924.

To LIGHTHOUSE INSPECTOR,

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

~~He is disqualified for the reasons shown on page 3.~~

(SIGNED) J. G. EVANS

P.A. (R) *Surgeon, U. S. Public Health Service.*

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

11—5999

REPORT OF PHYSICAL EXAMINATION

U. S. PUBLIC HEALTH SERVICE

PLACE, Los Angeles, California,

DATE, November 26th, 1924.

Name of applicant, Norman L. Francis

Eyes: Color, Blue; exophthalmus, No

chronic inflammation, No; other anbormality, No

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

other conditions, No abnormalities

Eyesight:

Vision of right eye, without glasses, 20/20; with glasses, --

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

Is applicant partially or wholly color-blind? No

If color-blind, state which color he confuses None

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

Ears:

Abnormalities, None; shape, Regular

Position, Normal; condition of drums Normal

Evidence of mastoid disease, No

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

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

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

Lungs: Neg.

Heart: Neg.

Defects noted which, in the opinion of the medical examiner, will not materially interfere with the discharge of the duties of light keeper or assistant light keeper:

11—5999

STANDARD FORM NO. 6
(Approved by the President 8/28/24)
Revised Dec. 5, 1929

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

Department or Establishment Treasury Dept: Light-House Unit **Date** Oct. 1. 1939

1. Name in full (Mr., ~~Miss, or Mrs.~~) Francis (Surname) Norman (Given name) Leo (Middle name)
2. Present address Piedras Blancas (Number) Lt-Station (Street) San Simeon (City) California (State)
3. Legal (voting) residence San Simeon, Calif (State and Congressional District) (Santa Luis Obispo) (County) San Simeon Calif (City or town)
4. Where born Missouri (State or foreign country) Kansas City (City or town) When born May - 1 - 1899 (Month Day Year)
5. If foreign-born, state whether naturalized or alien
6. Indicate sex, marital condition, and race by check, thus: √ If Mrs., state other names under which previously employed.

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

7. Number and ages of dependents domiciled with you 3: Wife 40.; Son 17.; Daughter 16
8. A complete record of your past service for the United States Government other than military or naval:

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	ANNUAL SALARY	DATE APPOINTED Month	Day	Year	DATE SEPARATED Month	Day	Year
18th Light House Service	Pt. Reyes Lt-Sta Calif	3rd Asst Keeper	$960.00						
" "	" "	2nd " "	$1440.00	12	8	1924			
" "	S.F. Harbor Lt-Sta "	1st " "	$1440.00			→	2	Abs. 1	1927
" "	S.F. Harbor Lt-Sta "	2nd Asst Keeper	$1380.00						
" "	" "	1st " "	$1500.00	2	9	1928	Re-instated		
" "	Pt. Arguello " Light-Station	1st Asst Keeper	$1260.00						
" "	S.F. Harbor Lt-Sta "	1st " "	$1500.00						
" "	" "	" "	$1620.00						
" "	Piedras Blancas " Light Station	Keeper	$1440.00						
			$1500.00	(Oct. 1. 1939. Still in Service)					

9. Are any members of your family, who are domiciled with you, in the U. S. Government service? If so, state below: no

NAME	POSITION AND DEPARTMENT OR OFFICE IN WHICH EMPLOYED	RELATIONSHIP
	Position Department or office	
	Position Department or office	
	Position Department or office	

10. Do you now hold any State or municipal office? If so, state below: No

(Title) (Location) (Date appointment expires)

11. Are you the wife of a disabled veteran or widow or orphan of a person who was in the military or naval service? No

(Wife, widow, or orphan) (Name of veteran) (Organization and last year of service)

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

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

Enlisted Apr. 26. 1918 Discharged April. 18. 1919
Rank Private Rank Private 1st cl
Organization 19th Co. U.S.L. Organization 19th Co. U.S.L.

Re-Enlisted Apr. 19. 1919 Discharged April. 18. 1920
Rank Private 1st cl Rank Private 1st cl
Organization 19th Co. U.S.L. Organization 19th Co. U.S.L.

[OVER]

10—1930

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

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

NAME AND ADDRESS OF EMPLOYER	POSITION AND CHARACTER OF WORK	LENGTH OF SERVICE
Pac Coast S.S.Co. Seattle Admiral Line S.Sc. San Francisco	Ordinary Sea man	Combined 10 months
L.A.S.S.Co San Pedro, Calif	" "	" 8 "
Hornday Wed Trenholm (Charterers) Seattle, Wash	A.B & Quarter master	8 "
Southern Pac. R.R. : Phoenix, Arizona	Laborer : Bridge construction	4 "
Elite Catering Co: Los Angeles, Cal	Driver : Delivery Truck	Approx. 2yr 6 mon.
General Pet Oil Co. Vernon, Calif	reliefman: Fireman-Oiler Boiler Turbiner Roustabout; electric pump operator - general machanic	8 months

15. Education. Indicate by circling the number of years: - pipe line construction

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

16. In case of emergency, notify Mrs. Florence Elsie Francis

Relationship Wife Post office address Piedras Blancas Lt-Sta: San Simeon, Calif

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

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

U. S. GOVERNMENT PRINTING OFFICE 10—1930

LIGHTHOUSE SUPERINTENDENT
OCT 5 1939
SAN FRANCISCO

Form 439
TREASURY DEPARTMENT
Division of Appointments

File No. 890

Name F R A N C I S, Mr. NORMAN L.

BORN: May 1, 1899.

Service COAST GUARD (L. H. S.)

U. S. GOVERNMENT PRINTING OFFICE 2—16322

DEPT. STOCK FORM 2249
REV. 1-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 52527

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date 8 July, 1941

Name: Francis, Norman L.

From: U. S. Coast Guard (BUREAU OR DIVISION) Bureau No.: 712

Nature of Recommendation

Change in status - civilian to military.

	FROM	TO
Position	Keeper	Boatswain's Mate, 1c.
Grade	Field (Range $1440-1800)	No change in pay and allow-
Salary	$1560 p.a. plus $240 p.a.Qtrs.	ances, Sec. 7, Act of August 5, 1939, applies.
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters	San Francisco, Calif.	San Francisco, Calif.
Post of Duty	Piedras Blancas Lt.Sta., Calif.	Piedras Blancas Lt.Sta., Calif.
Appropriation	Civilian Employees, C. G.	Pay and allowances, C. G.
Allotment		

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

EFFECTIVE 8 July, 1941.

Remarks:

The change indicated is pursuant to the Act of August 5,1939.

Justification:

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds

N. R. STILES,
Commander, U. S. Coast Guard,
Assistant Personnel Officer.

(BUREAU OR DIVISION HEAD)

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 5-1-1899

LEGAL RESIDENCE: Calif.

SEX: M | RACE: W

NATURE OF POSITION: NEW | ADDTL. IDENT.

VICE VACANCY | VICE

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

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

DATE OF OATH

(FOR USE OF DIRECTOR OF PERSONNEL. TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY: JUL 10 1941

INTERLEAVED-PATD.

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 3545

PERSONNEL RECOMMENDATION

January 10, 1941.

TO DIRECTOR OF PERSONNEL

Date

Name: Francis Norman L.

From: U.S.Coast Guard (BUREAU OR DIVISION) Bureau No: 712

Nature of Recommendation

Promotion

	FROM	TO
Position		Keeper
Grade	Field (Range $1440-1800)	Field (Range $1440-1800)
Salary	$1500 p.a. plus $240 p.a.Qtrs.	$1560 p.a. plus $240 p.a.Qtrs.
Bureau or Div. Organizational Subdivisions		U.S.Coast Guard
Headquarters		San Francisco, Calif.
Post of Duty		Piedras Blancas Lt.Sta.,Calif.
Appropriation		Civilian Employees, C.G.
Allotment		
Field or Deptl.		Field

EFFECTIVE January 16, 1941.

Remarks:

Justification:

No increase in pay since February 1, 1937.

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds

N. R. STILES,
Commander, U. S. Coast Guard,
Assistant Personnel Officer.
(BUREAU OR DIVISION HEAD)

(FOR USE OF DIRECTOR OF PERSONNEL. TREASURY DEPARTMENT)

INTERLEAVED—PATD

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 5-1-1899

LEGAL RESIDENCE: Calif.

SEX: M | RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

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

DATE OF OATH

DATE APPROVED BY THE SECRETARY

1-16-41

APPLICANT OR EMPLOYEE MUST FILL THE FOLLOWING

Name (in full) Norman Leo Francis Sex Male

Present address San Simeon, Calif Date of birth May 1, 1899

Give below all places of residence during the past FIVE years

From-- (Month and year)	To-- Month and year)	Number and Street	City and State
April 1, 1934	Oct. 1939	Piedras Blancas St. Sta. → still at same residence.	San Simeon, Calif

Give, in your own handwriting, the information requested below

Have you ever been arrested for any reason whatsoever? No (Yes or no)

If so, give details in space provided below.

Date of Arrest	Age	Charge	Court and Location	Judge	Disposition

NO ADDITIONAL RECORD FOUND AT F. B. I.

Have you ever been fingerprinted? Yes Where? Fort Logan, Colorado

When? April 18, 1918 If for the Civil Service, what position?

Los Angeles, Calif. 1929

I hereby swear (or affirm) that the above statements are complete and accurate in every detail.

Norman L. Francis

Customary payroll signature of employee

U. S. COAST GUARD

Subscribed and sworn to before me this 27th day of October 1939

Esther Giovanetti

Notary Public

My commission expires

SAN LUIS OBISPO CALIF. POST OFFICE PARCEL OCT 27 1939

Pacific Ave.
San Luis Obispo, Calif.

July 1, 1939. Lighthouse Districts No. EIGHTEENTH

consolidated with SAN FRANCISCO Coast Guard District,

Headquarters SAN FRANCISCO, CALIFORNIA

See U. S. Coast Guard General Order No. 37, dated June 20, 1939.

7/1/39 Transferred from Bureau of Lighthouses, Department of Commerce, and consolidated with United States Coast Guard, under terms of Plan No. 2 of Reorganization Act of 1939, approved by Congress April 3, 1939.

File received - FEB 9 1940

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION

Norman L. Francis (Name) — California (Legal Residence)

STATUS

DESIGNATION	ACTION	SALARY	18th BUREAU–SERVICE–STATION	DATE OF EFFECT
Keeper	Prob.	960	L.H. - Pt. Reyes L.S. Cal.	Dec. 1, 1924
"	Prom.	1260	" " " "	Feb. 1, 1925
" 2 alk	Incr.	1440	" " " "	July 1, 1925
" To-1 alk	Chge Grade	1440	From 2 alk to 1 alk " "	May 1, 1926
"	Trans	"	L H Los Angeles Cal	
" INCREASE IN COMPENSATION		1500	" "	JAN 1 1927
		RESIGNED CLOSE OF	Feb. 15, 1927.	
Keeper	TEMPORARY Pers Reinst	1380	L. H. - Los Angeles Harbor.	2/9/28
"	Reinst. Last Day Service	1380	" Feb. 29, 1928. " "	3/1/28
"	COMPENSATION Act. May 28, 1928.	1500	" " "	JUL 1 1928
Keeper	Transfer	1260	L.H. Pt. Arguello LS.	Feb. 20, 1929.
"	INCREASE IN COMPENSATION	1320	" "	JAN 1 1931
"	Transfer	1620	" Los Angeles Harbor L.S.	Mar 14, 1931
"	"	1440	" 18th Dist Piedras Blancas LS.	Apr. 1, 1934
"	INCREASE IN COMPENSATION	1500	" "	FEB 1 1937

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

~~Division of Personnel~~ WASHINGTON

February 1, 1937

Mr. N. L. Francis

Through the

Commissioner of Lighthouses

Sir:

You are advised that your compensation has been changed as indicated below, effective February 1, 1937

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,

FOR BASIS OF THIS ACTION SEE LETTER DATED DEC 23 1936 IN FILE 1093/1

WM. M. GARDNER FEB -2 1937

~~Chief Division of Personnel~~ Chief of Appointment Division.

From: $1440

To: $1500

Service and grade:

Appropriation (unit): Field

18
Q

RECEIVED

APPOINTMENT DIVISION
FEB 10
5325

GOVERNMENT PRINTING OFFICE 11—9061

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APR 11 1934
APPOINTMENT DIVISION

1934 APR 11 AM 10:45
EMA
CHIEF CLERK

1934 APR - 9 - AM 9:35

OFFICE OF SUPERINTENDENT, 18TH DISTRICT
CUSTOMHOUSE
SAN FRANCISCO, CALIF.

April 3, 1934.

Commissioner of Lighthouses.

1. Referring to Department Notice of March 14th advising Mr. Norman L. Francis that his compensation had been changed from $1620.00 per annum to $1440.00 per annum effective on entrance on duty, the Bureau is advised that Norman L. Francis entered on duty as Keeper, Piedras Blancas Light Station with pay at the rate of $1440.00 per annum, effective commencing April 1,1934, having been transferred from Los Angeles Harbor Light Station.

H. W. Rhodes.

Superintendent of Lighthouses.

APR 10 1934

Submitted to Secretary of Commerce for his information

For the Commissioner,

R L Jones

Chief, Personnel Division

ENTERED ON COMPLETION
OF PERSONNEL JOURNAL
Date 4/16/34

CARDED

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

March 14, 1934.

Mr. Norman L. Francis,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective April 1, 1934, or as soon thereafter as you enter on duty (change of station).

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

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER

MAR 16 1934

Chief of Appointment Division.

From: $1620 per annum.

To: $1440 per annum.

Service and grade:

Appropriation (unit): Field.

18
C

CARDED

APPOINTMENT DIVISION
ENTERED ON JOURNAL
MAR 24 1934
SHEET NO. 4487
DEPARTMENT OF COMMERCE

GOVERNMENT PRINTING OFFICE 11—9061

Form 73 EMA

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT.

DEPARTMENT OF COMMERCE MAR - 9 1934 APPOINTMENT DIVISION

1934 MAR 6 PM 2 55

San Francisco, California, March 2nd, 1934
(City) (Date)

DEPARTMENT OF COMMERCE MAR 14 1934 APPOINTMENT DIVISION

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer, Change in Designation and salary — **Legal residence,** California

Name, Norman L. Francis — Proposed salary, $1440.00 A
Plus family quarters valued $240.00 A.

Position, Keeper — Proposed range, $1440-1800

Location, Piedras Blancas Light Station — Appropriation, Salaries of Keepers

Effective, April 1,1934 — [1] ~~the actual date of entrance~~ on duty, or as soon thereafter as he enters on duty.

Former position, Keeper (First Assistant) — Former salary, $1620.00 Annum plus bachelor quarters valued at $60.A

Location, Los Angeles Harbor Light Station — Former range, $1560-1920

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

(Lt.#712)

Previous incumbent and his pay, Geo.W.L'Hommedieu / Services terminated, March 31,1934
$1560.00 Annum

Reason, Retirement for disability — not received 3/10/34

TELEGRAPHIC REPLY IS DESIRED

Members of family in Government service, None

Date of birth, May 1,1899

Remarks: This appointment cannot be delayed without endangering life and property. See attached letter. — Letter from Supt to Bu asking that these be made at $1320 if possible.

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

3/14/34

H. W. Rhodes
SUPERINTENDENT OF LIGHTHOUSES

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

March 8, 1934

Submitted to the Secretary of Commerce, approved. No radiation in cash pay is involved in the proposed transfer, but the gross pay will remain the same.

THIS IS A CIVIL SERVICE POSITION

APPOINTMENT DIVISION NECESSARY ACTION TAKEN MAR 16 1934 DEPARTMENT OF COMMERCE

Action O. K.

Adm. Asst. to Secy.

Acting Commissioner of Lighthouses.

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

11—2314

1931 APR 13 AM 31
CHIEF CLERK
1931 APR 17 AM 10
DEPARTMENT OF COMMERCE APR 17 1931 APPOINTMENT DIVISION
LIGHTHOUSE SUPERINTENDENT APR -7 1931 SAN FRANCISCO

DEPARTMENT OF COMMERCE
Bureau of Lighthouses
Washington

April 2, 1931

Superintendent of Lighthouses: San Francisco, Calif.

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

NAME AND DESIGNATION See list below

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

✓ Effective date of change authorized February 10, 1931, Norman L. Francis, kpr.
✓ " " " " " " " " James E. Kent, Keeper.
" " " " " " 28 " Wallace J.A.Atkins, #
✓

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

District 18TH Date April 7, 1931.

Returned to Commissioner of Lighthouses:

✓ Norman L. Francis entered on duty as First Assistant Keeper, Los Angeles Harbor on March 14, 1931.
✓ James E. Kent entered on duty as Asst. Keeper, Angel Island, March 14, 1931.
✓ Wallace J.A.Atkins entered on duty as 2nd Asst. Keeper, Point Arguello on March 14, 1931.

DCC

~~Superintendent of Lighthouses~~
H.W.RHODES, SUPERINTENDENT OF LIGHTHOUSES,
BY J M Wilson
CHIEF CLERK

CARDED
Bureau of Lighthouses, Washington
APR 16 1931

Submitted to Secretary of Commerce for his information
For the Commissioner:
R J Gross
Chief, Personnel Division.

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

February 18, 1931.

Mr. Norman L. Francis,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective February 10, 1931, or upon entrance on duty (change of station).

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

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER

FEB 19 1931

Chief of Appointment Division.

From: $1320 per annum

To: $1620 per annum

Service and grade: Field

Appropriation (unit):

CARDED

APPOINTMENT DIVISION
ENTERED ON JOURNAL
FEB 21 1931
SHEET NO. 2966
DEPARTMENT OF COMMERCE

18
T

GOVERNMENT PRINTING OFFICE 11—9061

Form 73
Ed. April, 1929

LIGHTHOUSES
1931 FEB 9 PM 12 02

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
FEB 18 1931
APPOINTMENT DIVISION

CHIEF CLERK

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT.

San Francisco, California, February 5th, 1931
(City) (Date)

1931 FEB 10 PM 2 49

COMMISSIONER OF LIGHTHOUSES:

DEPARTMENT OF COMMERCE
FEB 10 1931
APPOINTMENT DIVISION

Action recommended, Transfer

Name, Norman L. Francis

Position, Keeper (First Assistant)

Location, Los Angeles Harbor Light Station

Effective, Feb.10,1931

Legal residence, California

Proposed salary, $1620.00 A. (Same step)

Proposed range, $1560-$1920 (Quarters)

Appropriation, Salaries of Keepers

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

Former position, Keeper (First Assistant)

Location, Point Arguello Light Station

Former salary, $1320 A.

Former range, $1260-$1620 (No quarters)

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

Previous incumbent, James E. Kent -(Lt.#752) -1680

Reason, Transfer Pending

Services terminated, Feb.9,1931, or as soon thereafter as he is relieved.

TELEGRAPHIC REPLY IS DESIRED

Members of family in Government service, None

Date of birth, May 1, 1899

Remarks:

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

H. W. Rhodes

Secretary, Civil Service District.

SUPERINTENDENT OF LIGHTHOUSES.

BUREAU OF LIGHTHOUSES
WASHINGTON

February 9, 1931

Submitted to the Secretary of Commerce, approved.

ACTION TAKEN
FEB 19 1931
DEPARTMENT OF COMMERCE

Action O. K.

A. P. Harman

Acting Commissioner of Lighthouses.

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

11—2314

Form [illegible]

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

December 31, 1930

Mr. N. L. Francis.

Through the Commissioner of Lighthouses.

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

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

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER

Chief of Appointment Division.

CARDED

From: $1260

To: $1320

Service and grade: Range $1260-1620

Appropriation (unit): Salaries, Keepers of Lighthouses.

18th District.

WHC

APPOINTMENT DIVISION
ENTERED ON JOURNAL
JAN 10 1931
SHEET NO. 2922
DEPARTMENT OF COMMERCE

GOVERNMENT PRINTING OFFICE 11—9051

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

EMA

LIGHTHOUSES
1929 MAR 17 AM 9

DEPARTMENT OF COMMERCE
MAR 18 1929
APPOINTMENT DIVISION

OFFICE OF SUPERINTENDENT, 18TH DISTRICT
CUSTOMHOUSE
SAN FRANCISCO, CALIF.

March 5, 1929.

5

CHIEF CLERK
1929 MAR 12 PM 2 01

Commissioner of Lighthouses.

1. Referring to Department letter of Feb. 18th advising Mr. Norman L. Francis that his compensation had been changed from $1500.00 per annum to $1260.00 per annum effective on the date on which he entered on duty.

2. The Bureau is advised that Norman L. Francis entered on duty as First Assistant Keeper, Point Arguello Light Station, with salary at the rate of $1260.00 per annum effective at the commencement of February 20,1929.

H. W. Rhodes.

CARDED

U. S. REPORT DATA
ENTERED

Bureau of Lighthouses, Washington
MAR 11 1929

Submitted to Secretary of Commerce for his information

H. B. Bowerman
Acting Commissioner of Lighthouses

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

February 18, 1929.

Mr. Norman L. Francis,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective February 16, 1929, or entrance on duty (by change of station).

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

By direction of the Secretary.

Respectfully,

ADM. J. CARDWELL

FEB 23 1929

Chief of Appointment Division.

From: $1500 per annum.

To: $1260 per annum.

Service and grade: Field.

Appropriation (unit):

CARDED

APPOINTMENT DIVISION 193 MAR 2 1929 ON JOURNAL DEPARTMENT OF COMMERCE

M
16

GOVERNMENT PRINTING OFFICE 11—9061

Form 73

LIGHTHOUSES EMA 1929 FEB 16 AM 9 15

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1929 FEB 16 PM 2 56 CHIEF CLERK

DEPARTMENT OF COMMERCE FEB 18 1929 APPOINTMENT

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT.

San Francisco, Calif., February 11, 1929, 19
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer To fill Vac.

Name, Norman L. Francis #762

Position, Keeper (First Assistant)

Location, Point Arguello Light Station

Effective, February 16, 1929 [1] ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Legal residence, California

Proposed salary, $1260.00 Annum

Proposed range, $1260-$1560 Annum

Appropriation, Salaries of Keepers

FEB 21 1929 APPOINTMENT DIVISION

Former position, Keeper (Second Assistant)

Location, Los Angeles Harbor Light Station

Former salary, $1500.00 Annum

Former range, $1500-$1800 Annum

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

Previous incumbent, Thomas N. Robinson (Lt. 762) Services terminated, February 15, 1929.

Reason, Resigned

Members of family in Government service, None

Date of birth, May 1, 1899

Remarks: See telegram to Norman L. Francis and reply from Francis stating that he is willing to accept transfer to Point Arguello Light Station at $1260.00 per annum. This office also has on file a letter from Francis dated January 22, 1929, stating that he expressly desired to be transferred to Point Arguello Light Station.

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

H. W. Rhodes.

Secretary, Civil Service District. SUPERINTENDENT OF LIGHTHOUSES.

Inclos.

BUREAU OF LIGHTHOUSES
WASHINGTON

FEB 16 1929

Submitted to the Secretary of Commerce, approved.

Action O. K.
Chief Clerk

APPOINTMENT DIVISION NECESSARY ACTION TAKEN FEB 21 1929 DEPARTMENT OF COMMERCE

J. O. Dueppin
Acting Commissioner of Lighthouses.

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

11—2314

STANDARD FORM No. 14a
APPROVED BY THE PRESIDENT
MARCH 10, 1926

WR:EMA

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM H. W. RHODES, SUPT. OF LIGHTHOUSES
H.W.RHODES

BUREAU LIGHTHOUSE SERVICE, DEPARTMENT OF COMMERCE

CHG. APPROPRIATION GENERAL EXPENSES, LIGHTHOUSE SERVICE

COMMISSIONER OF LIGHTHOUSES, WASH.D.C.

GOVERNMENT PRINTING OFFICE 11—9240

SAN FRANCISCO,CALIF., FEBRUARY 9, 1929

NORMAN L FRANCIS
SECOND ASSISTANT KEEPER
LOS ANGELES HARBOR LIGHT STATION
(TELEPHONE SAN PEDRO 650)

WIRE IMMEDIATELY IF WILLING ACCEPT POSITION FIRST ASSISTANT KEEPER POINT ARGUELLO LIGHT STATION SALARY TWELVE HUNDRED SIXTY DOLLARS ANNUM

RHODES

POSTAL

CONFIRMATION

POSTAL TELEGRAPH – COMMERCIAL CABLES

CLARENCE H. MACKAY, PRESIDENT.

RECEIVED AT
626 MONTGOMERY S
KEARNY 1000 LOCAL

STANDARD TIME
INDICATED ON THIS MESSAGE

TELEGRAMS TO ALL AMERICA

CABLEGRAMS TO ALL THE WORLD

This is a full-rate Telegram or Cablegram unless otherwise indicated by signal in the check or in the address.

BLUE	DAY LETTER
NL	NIGHT LETTER
NITE	NIGHT TELEGRAM
LCO	DEFERRED
CLT	CABLE LETTER
WLT	WEEK END LETTER

Form 16

SF70 234P 9 COLLECT GOVT SANPEDRO CALIF FEB 9 1929

SUPT OF LIGHTHOUSES.
CUSTOM HOUSE SANFRANCISCO CALIF.

SUPERINTENDENT
FEB – 1929
SAN FRANCISCO

WILL ACCEPT POSITION FIRST ASSISTANT KEEPER POINT ARGUELLO.

NORMAN FRANCIS.

Ellis
Transfer soon as relief reports – letters to Eligibles –

DEPARTMENT OF COMMERCE

Description of duties of field positions.

Bureau No.: Lt. 762

Name: Norman L. Francis

Bureau: Lighthouses

Salary: $1260 per annum Salary range: $1260-$1560

Position: Light Keeper

Station: Point Arguello Light Station,
Eighteenth District.

Description of duties:

Same as those of the previous incumbent, Thomas N. Robinson, whose resignation is recommended, effective at the close of February 15, 1929.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

Mr. Norman L. Francis,

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.

CARDED

From: $1380

To: $1500

DEPARTMENT OF COMMERCE
JUL 2 - 1928
APPOINTMENT DIVISION

11—9564

C
18

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

1928 MAR 20 AM 9:05

LIGHTHOUSE SERVICE
FEB 28 1928
SAN FRANCISCO

MAR 20 1928
APPOINTMENT DIVISION

PERSONAL HISTORY

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

Bureau, division, or office EIGHTEENTH LIGHTHOUSE DISTRICT, CALIFORNIA

1. Name in full Norman L. Francis

2. Legal (voting) residence 9th District Was- 221 N Grand (State and Congressional District) Los Angeles Co. (County) Los Angeles (City or town)

3. Where born? Missouri (State or foreign country) Kansas City (City or town) When born? May 1, 1899 (Date)

4. If foreign, state whether naturalized or alien

5. Indicate sex, marital condition, and race by check, thus: √

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

6. A complete record of your past civil service for the United States Government:

BRANCH OF SERVICE AND PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
			Month	Day	Year	Month	Day	Year
U. S. Light House Service Point Fermin Lt Sta Cal.	as from 3d asst to 1st	1440 an	Dec	1	1924	Feb	15	1927
L A Harbor Lt Station San Pedro Cal.	2nd asst.	~~1320~~ 1440 (to) 1500 an						

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

CARDED

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

Enlisted April 26 1918 Discharged April 18 1919
Organization U. S. I. 19th Co Ft. Logan Colo.

Re-Inlisted
Enlisted April 19 1919 Discharged April 19, 1920
Organization U. S. I. 19th Co Ft. Logan Colo.

8.

EDUCATION (Circle number of years)	Common school √	High school	College	Degrees, if any
	1 2 3 4 5 6 7 8	1 2 3 4	1 2 3 4	

9. State special qualifications Seaman, Driver. Fair mechanically or rather in mechanical line. Can adapt self to most any things.

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

Mrs C. Francis (Name) Wife (Relationship)

635 B. W. 23d St. (Post office address) San Pedro California.

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

Norman L. Francis
(Name as usually written and which will be used as official signature)

Feb. 18 1928 (Date)

Legal Voting address now
Present address L. A. Harbor Lt
Box 367. San Pedro Cal.

10—1659 GOVERNMENT PRINTING OFFICE

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

DEPARTMENT OF COMMERCE
MAR 20 1928
APPOINTMENT DIVISION

CHIEF CLERK
1928 MAR 20 AM 10 41

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes of the United States

DEPARTMENT OF COMMERCE
(Department or Establishment)

EIGHTEENTH LIGHTHOUSE DISTRICT, CALIFORNIA
(Bureau or Office)

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

Norman L. Francis
(Signature of Appointee)

Subscribed and sworn to before me this 14th day of March, A. D. 1928

at San Pedro, California
(City or place) (State)

[SEAL] SAN PEDRO, CALIF. MAR 14 1928

C. P. Wright
C. P. Wright, Postmaster

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 Keeper (Second Assistant) Los Angeles Dist

Date of entrance on duty March 1, 1928

GOVERNMENT PRINTING OFFICE 10—1689

U. S. REPORT DATA ENTERED

Form SS-66

DEPARTMENT OF COMMERCE

LIGHTHOUSES
1928 APR 10 AM 11 57
APR 11 1928
CHIEF CLERK

MEMORANDUM SHOWING LAST DAY SERVED BY TEMPORARY EMPLOYEE

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

Name of employee NORMAN L. FRANCIS

Classification / Allocation (Service and Grade) 3

1928 APR 10 PM 3 28

Designation Keeper (2nd Asst.)

Compensation $1380.00 A.

Place of employment Los Angeles Harbor Light Station.

Last day served February 29, 1928.

APPOINTMENT DIVISION
APR 14 1928
1861
ON JOURNAL
DEPARTMENT OF COMMERCE

H. W. Rhodes

Superintendent of Lighthouses
(*Official title*)

Date San Francisco, Calif., April 5, 1928.

18th Lighthouse District
(*Bureau or service*)

GOVERNMENT PRINTING OFFICE 11—2876

CARDED

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

CHIEF ... 5
FEB 27 PM 4 10

LIGHTHOUSE SUPERINTENDENT
FEB 29 1928
SAN FRANCISCO

FEB 28 1928
APPOINTMENT DIVISION

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes of the United States

DEPARTMENT OF COMMERCE,
(Department or Establishment)

EIGHTEENTH LIGHTHOUSE DISTRICT, CALIFORNIA
(Bureau or Office)

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

Norman L. Francis
(Signature of Appointee)

Subscribed and sworn to before me this 18 day of February, A. D. 1928

at San Pedro, California
(City or place) (State)

[SEAL]

SAN PEDRO, CALIF. FEB 18 1928 U.S.M.O.B.

C. P. Wright
C. P. Wright, Postmaster

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

CARDED

Position to which appointed Keeper (Second Assistant) Temporary, pending reinstatement.

Date of entrance on duty February 9, 1928.

GOVERNMENT PRINTING OFFICE 10—1689

U. S. REPORT DATA ENTERED

Resigned from Service

Form 73 LIGHTHOUSES

EMA

1928 MAR 3 AM 9 08 RECEIVED 12th San Francisco, Cal.

MAR 3 1928

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1928 MAR 10 AM 9 CHIEF CLERK 5

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT,

San Francisco, California, March 2nd 1928
(City) (Date)

MAR 10 1928 APPOINTMENT DIVISION

COMMISSIONER OF LIGHTHOUSES:
(Through the District Secretary)

Action recommended, Extension temporary appointment pending reinstatement

Legal residence, California

Name, Norman L. Francis

Proposed salary, $1380.00 Annum

Position, Keeper (2nd Asst.)

Proposed range, $1380-$1740 Annum

Location, Los Angekes Harbor Light Station

Appropriation, ~~Salaries of Keepers~~ Rmk etc.

MAR 13 1928 APPOINTMENT DIVISION

Effective, March 9, 1928

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

Former position, Keeper (2nd Asst.)

Former salary, $1500 Annum

Location, Los Angekes Harbor Light Station

Former range, $1380-$1740 Annum

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

Previous incumbent, James E. Dudley 1440 Services terminated, Feb.8,1928

Reason, Promoted

Members of family in Government service, None

Date of birth, May 1,1899

CHIEF CLERK 1928 MAR 12 PM 3 29

Remarks:

Extension of temporary appointment for a period of 30 days from March 9, 1928, pending action on application for reinstatement approved. Selection regular, subject to the action of the U. S. Civil Service Commission, MAR 8 1928, 19---

C. A. Bruguet
Secretary, 12th Civil Service District.

H. W. Rhodes
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

March 9, 1928.

D 3-10-28

Submitted to the Secretary of Commerce, approved.

Acting C. K. Chief Clerk

file rins written

H. D. Bowerman
Acting Commissioner of Lighthouses.

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

11—2314

Form A-30

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

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

February 24, 1928.

Mr. Norman L. Francis,

Through the Commissioner of Lighthouses.

Sir:

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

Keeper

in the Lighthouse Service

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

effective upon entrance on duty.

Nature of appointment: Reinstatement

Civil Service authority: Certificate No. 23026

Classification allocation:

By direction of the Secretary:

Respectfully,

MAR 3 1928

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

18.
V

GOVERNMENT PRINTING OFFICE

Appropriation (unit): Field

Vice: Yourself

Legal Residence: California

CARDED

APPOINTMENT DIVISION
1879
MAR 10 1928
ON JOURNAL
DEPARTMENT OF COMMERCE

11-8657

Form 1788—July, 1927

No. 23026

DEPARTMENT OF COMMERCE FEB 25 1928 APPOINTMENT DIVISION HSR

CERTIFICATE AUTHORIZING REINSTATEMENT

UNITED STATES CIVIL SERVICE COMMISSION

Washington, D. C., February 24, 1928.

To the Secretary of Commerce,

Sir:

Certification is hereby made that the following reinstatement is authorized by the Commission under Civil Service Rule IX:

Norman L. Francis of _____
(Residence)

FORMER STATUS	STATUS AUTHORIZED
Department of Commerce (Department)	Department of Commerce (Department)
Lighthouse Service (Bureau or office)	Lighthouse Service (Bureau or office)
Keeper (Position, grade, and salary)	Keeper (Position, grade, and salary)
$1500 per annum	$1380 per annum
Field (City in which formerly employed)	Los Angeles Harbor Light Station (City in which to be employed)
February 15, 1927 Resigned w.o.p. (Date and manner of separation)	February 17, 1928. (Date of request)

Under clause (a), section 1, of Rule IX.

APPOINTMENT DIVISION NECESSARY ACTION TAKEN MAR 2 1928 DEPARTMENT OF COMMERCE

Very respectfully,

T. P. Chapman
Assistant Secretary.

NOTE.—The certificate as issued is subject to the provisions of the act making appropriations for the department, bureau, or establishment.

6—3058 GPO

Form A-30

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

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

February 7, 1928.

Mr. Norman L. Francis,

Through the Commissioner of Lighthouses.

Sir:

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

Keeper

in the Lighthouse Service

at a salary of Thirteen Hundred and Eighty dollars per annum

effective February 9, 1928, or entrance on duty, and to continue for a period not to exceed thirty days pending action on your reinstatement.

Nature of appointment: Temporary.

Civil Service authority: Secretary, Twelfth Civil Service District.

Classification allocation:

By direction of the Secretary:

Respectfully,

CARRIED
FEB 25 1928

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

C
18

GOVERNMENT PRINTING OFFICE

Appropriation (unit): Field.

Vice: James E. Dudley.

Legal Residence: California.

APPOINTMENT DIVISION
1824
MAR - 3 1928
DEPARTMENT OF COMMERCE

11-8057

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES EMA
1928 FEB 15 AM 9.04

Twelfth Civil Service District
RECEIVED
FEB 16 1928
CHIEF CLERK
San Francisco, Cal.
1928 FEB 16 AM 7

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT,

San Francisco, California, February 7th 35 1928
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:
(Through the District Secretary)

Action recommended, Temporary appointment pending reinstatement

Name, Norman L. Francis (Ref. telegram)

Position, Keeper (2nd Asst.)

Location, Los Angeles Harbor Light Station

Effective, February 9, 1928

Legal residence, California

Proposed salary, $1380.00 Annum

Proposed range, $1380-$1740 Annum

Appropriation, Salaries of Keepers Buck

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

DEPARTMENT OF COMMERCE FEB 16 1928 APPOINTMENT DIVISION

Former position, Keeper (2nd Asst.)

Location, Los Angeles Harbor Light Station

Former salary, $1500 Annum

Former range, $1380-$1740 Annum

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

APPOINTMENT DIVISION NECESSARY ACTION TAKEN FEB 25 1928 DEPARTMENT OF COMMERCE

Previous incumbent, James E. Dudley 1440

Services terminated, Feb. 8, 1928

Reason, Promoted - (Pending)

Members of family in Government service, None

Date of birth, May 1, 1899

Remarks: See telegram of this date FRANCIS resigned Second Assistant Keeper, Los Angeles Harbor Light Station close of February 15, 1927.

Selection regular, subject to the action of the Temporary 30 days pending action on application for reinstatement U. S. Civil Service Commission, FEB 10 1928, 19.....

C. L. Snyder
Secretary, 12th Civil Service District.

H. W. Rhodes
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

February 15, 1928.

Submitted to the Secretary of Commerce, approved, attention being invited to the Superintendent's telegraphic nomination of February 7, which was submitted to the Department by Bureau indorsement of February 9.

R/2-16-28

Telegram 2-7-28

J. S. CONWAY
Acting Commissioner of Lighthouses. ✓ Rec

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

11—2314

Standard Form No. 15
Approved by the President March 10, 1926

REQUEST FOR REINSTATEMENT

COMMERCE
(Department, bureau, or office)

WASHINGTON, D. C., February 17, 1928.

(To be executed by department in which reinstatement is proposed and sent to department or office where person was formerly employed)

To: The Civil Service Commission.

With a view to the reinstatement of Norman L. Francis, date of birth May 1, 1899, who resides at _____ it is requested that the information called for in the first indorsement hereon be furnished this department:

FORMER STATUS:	STATUS TO BE AUTHORIZED:
Commerce (Department)	Commerce (Department)
Lighthouse Service (Bureau or office)	Lighthouse Service (Bureau or office)
Keeper at $1500 per annum (Position, grade, and salary)	Keeper at $1380 per annum (Position, grade, and salary)
Los Angeles Harbor Light Station (City in which formerly employed)	Los Angeles Harbor Light Station (City in which to be employed)
February 15, 1927, resignation (Date and manner of separation)	None (Members of family in civil service)*

MILITARY OR NAVAL RECORD

(Signature) _____

(Official title) _____

Inclosure.

* State names, degree of relationship, and where employed.

NOTE.—The reverse side of this request must be properly executed in all cases. If reinstatement is proposed in the same department or office where formerly employed, the same officer may sign the basic communication and First Indorsement. If former service was in a different department, the First Indorsement must be signed by the proper official of the department where formerly employed.

10—1730

REQUEST FOR REINSTATEMENT

of Norman L. Francis

FIRST INDORSEMENT

(To be executed by department or office where person was formerly employed)

Commerce (Department), February 17, 1928. (Place and date)

Returned to

1. Total length of service December 1, 1924, to February 15, 1927.
2. How many days sick leave were taken during last year of employment? State number of occasions when such leave was taken None
3. What was his latest efficiency rating? Good.
4. What was the reason for his leaving the service? Voluntary resignation.
5. If he resigned, was such resignation entirely of his own initiative and volition? Yes
6. Is he unqualifiedly recommended for further Government employment? Yes
7. If removed on charges or permitted to resign in lieu of removal, give resumé of charges, or reasons, or attach copy:

(Signature)

(Title)

SECOND INDORSEMENT

(To be executed by department or office in which reinstatement is proposed)

Commerce (Department), February 17, 1928. (Date)

To the U. S. Civil Service Commission:

Certificate for the reinstatement of the person named in the basic communication is requested, such reinstatement being desirable for the following reasons:

1. State what particular need he can fill that can not just as well be filled by promotion or appointment from a register:

Previous experience in Lighthouse Service. Medical certificate is herewith.

2. State any other reasons favoring reinstatement

By direction of the Secretary:

FEB 18 1928

(Signature) EDW. J. GARDNER,

(Title) Acting Chief of Appointment Divisio

GOVERNMENT PRINTING OFFICE 10—1780

C

Form 73 EMA

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES 1928 FEB 13 AM 9 12

DEPARTMENT OF COMMERCE FEB 14 1928 APPOINTMENT DIVISION

CHIEF CLERK 1928 FEB 14 AM 9 40

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT.

San Francisco, California, February 7th, 1928
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, **Reinstatement and appointment**

Name, **Norman L. Francis**

Position, **Keeper (Second Assistant)**

Location, **Los Angeles Harbor Light Station**

Effective, **February 9,1928**

Former position, **Keeper (2nd Assistant)**

Location, **Los Angeles Harbor Light Station**

Legal residence, **California**

Proposed salary, **$1380.00 Annum**

Proposed range, **$1380-$1740 Annum**

Appropriation, ~~Salaries of Keepers~~ Buoy

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

Former salary, **$1500.00 Annum**

Former range, **$1380-$1740 Annum**

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

Pending see telegram 2/7/28 ont file

Previous incumbent, **James E. Dudley** 1440

Services terminated, **February 8,1928**

Reason, **Promoted**

ACTION INITIATED 2/7/28 WDB.

Members of family in Government service, **None**

Date of birth, **May 1, 1899**

Remarks: **See telegram of this date. Supplemental statement called for by Department Circular A-2 dated Jan. 29,1926, is enclosed. Medical examination is also enclosed. Mr. Francis' nomination is recommended on account of his previous lighthouse service and for the reason that it is impracticable to obtain the services of an entirely satisfactory assistant from the register of eligibles for caring for important light, fog signal and radiobeacon. (Mr. Francis was previously employed at this station).**

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

H. W. Rhodes
Superintendent of Lighthouses.

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

February 13, 1928.

2-14-28

Submitted to the Secretary of Commerce, approved, attention being invited to the Superintendent's telegraphic nomination of February 7, submitted to the Department by Bureau indorsement of February 9. Form 73 covering temporary appointment of Norman L. Francis pending reinstatement will be submitted to the Department as soon as received from the District Secretary.

Ref telegram

Acting Commissioner of Lighthouses.

1 Strike out the clause which does not apply.

11—2314

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
EMA 1928 FEB 13 AM 9 12

OFFICE OF SUPERINTENDENT, 18TH DISTRICT
CUSTOMHOUSE
SAN FRANCISCO, CALIF.

FEBRUARY 7, 1928.

SUPPLEMENTARY STATEMENT TO ACCOMPANY NOMINATION (FORM 73) DATED FEBRUARY 7th, OF NORMAN L. FRANCIS FOR REINSTATEMENT IN THE LIGHTHOUSE SERVICE, WITH ASSIGNMENT TO THE POSITION OF SECOND ASSISTANT KEEPER, LOS ANGELES HARBOR LIGHT STATION, CALIFORNIA.

(a) Total length of service - Dec. 1, 1924, to and including Feb. 15,1927.

(b) Number of days of sick leave taken during last year of employment.

No sick leave taken. Annual leave taken - Feb. 16,1926, to Feb.15,1927, 27 days, 15 hours.

(c) Last efficiency rating. Good.

(d) Reason for leaving the service. Resignation. (Such resignation was entirely of his own initiative and volition).

(e) Whether unqualifiedly recommended for Government employment. Yes.

(f) Resigned.

H. W. Rhodes

SUPERINTENDENT OF LIGHTHOUSES

CROSS REFERENCE

For telegram requesting authority for temporary employment

see file of . JAMES ~~B~~ C. DUDLEY

Form A-32

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

April 14, 1927.

Mr. Norman L. Francis,

Through the Commissioner of Lighthouses.

Sir:

The Department is in receipt of your resignation from the position designated below, and has accepted the same, upon recommendation of the bureau, to take effect at the close of business on February 15, 1927.

Bureau ..... Lighthouse Service.

Position ..... Keeper.

Allocation .....

Salary ..... $1500 per annum.

Station ..... Los Angeles Harbor Light Station.

By direction of the Secretary:

Respectfully,

APPOINTMENT DIVISION ENTERED APR 19 1927 ON JOURNAL DEPARTMENT OF COMMERCE

APR 19 1927

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

CARDED

P.

18.

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

J

LIGHTHOUSES
1927 APR 11 AM 9 04

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

LIGHTHOUSE SUPERINTENDENT
APR -4 1927
SAN FRANCISCO

DEPARTMENT OF COMMERCE
APR 14 1927
APPOINTMENT DIVISION

March 29, 1927.

1927 APR 5 AM 11 05

Superintendent of Lighthouses, San Francisco, Calif.

1. In reference to your letter of March 22 reporting the effective date of the resignation of Norman L. Francis, 2d assistant keeper, Los Angeles Harbor Light Station:

2. You are advised that the records do not indicate the receipt of your Form 93 forwarding the resignation of Mr. Francis for action. Your further report in the matter is requested.

L. S. CONWAY.

Acting Commissioner of Lighthouses.

OFFICE, SUPERINTENDENT OF LIGHTHOUSES, SAN FRANCISCO, CALIF., APRIL 5, 1927.
WW:EMA

1. Form 93 transmitting resignation of Norman L. Francis, Second Assistant Keeper, Los Angeles Harbor Light Station, was mailed to the Bureau on February 3, 1927, and copy is enclosed.

For and in the absence of the Superintendent.

Assistant Superintendent

Enclosure

Bureau of Lighthouses, Washington
APR 13 1927
Submitted as necessary of Commerce for his information

L. S. CONWAY

Acting Commissioner of Lighthouses.

Form 93
EMA

LIGHTHOUSES
1927 APR 11 AM 9 04

NOTICE OF RESIGNATION OR DEATH

APR 15 1927
APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT.

San Francisco, Calif., Feb. 3rd, 1927

COMMISSIONER OF LIGHTHOUSES:

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

APR 15 1927
APPOINTMENT DIVISION

Name, Norman L. Francis R 2-4-12 Position, Keeper (2nd Asst. Keeper)

Legal residence, California Station, Los Angeles Harbor Light Station.

Salary, $1500.00 per annum

The acceptance of this resignation is recommended effective at the close of Feb. 15, 1927.

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

Remarks:

H. W. RHODES

Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

2/4-27

Submitted to the Secretary of Commerce, approved.

11—4023

APPROVED: J. W. Gilbert
ACTING ASSISTANT SECRETARY.

APPOINTMENT DIVISION
NECESSARY ACTION TAKEN
MAR 18 1927
DEPARTMENT OF COMMERCE

LIGHTHOUSES

1927 APR 11 AM 9 04

Los Angeles Harbor Light Station,

Feb. 2, 1927.

Superintendent of Lighthouses,

San Francisco, Calif., 18th Dist.

Sir:

I am hereby tendering my resignation to take effect within the fifteen (15) days allotted for that purpose upon receipt of resignation.

Respectfully,

(SIGNED) NORMAN FRANCIS

2nd Asst. Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

EMA

LIGHTHOUSES
1927 MAR 28 AM 9 26

DEPARTMENT OF COMMERCE
MAR 29 1927
APPOINTMENT DIVISION

OFFICE OF SUPERINTENDENT, 18TH DISTRICT
CUSTOMHOUSE
SAN FRANCISCO, CALIF.

March 22, 1927.

CHIEF CLERK

1927 MAR 28 PM 3 20

CHIEF CLERK

Commissioner of Lighthouses.

1. Referring to Notice of Resignation dated February 3, 1927, transmitting the resignation of Norman L. Francis as Second Assistant Keeper, Los Angeles Harbor Light Station, with salary at the rate of $1500.00 per annum, effective at the close of February 15, 1927. Notified.

2. The Bureau is advised that Norman L. Francis resigned effective at the close of business on February 15, 1927. Department Notice notifying Mr. Francis that his resignation had been accepted has not yet been received at this office.

H. W. Rhodes.

Bureau of Lighthouses, Washington
MAR 28 1927

Submitted to Secretary of Commerce for his information.

J. G. CONWAY
Acting Commissioner of Lighthouses

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

January 1, 1927.

Mr. Norman L. Francis,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed 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 12 1927

CLIFFORD HASTINGS

Chief of Appointment Division.

From: $1440

To: $1500

Service and grade: Field

Appropriation (unit):

gmp
16

APPROVED BY THE ACTING SECRETARY 1/11/27

FILE 10931

APPOINTMENT DIVISION ENTERED JAN 15 1927 ON JOURNAL DEPARTMENT OF COMMERCE

CARDED

GOVERNMENT PRINTING OFFICE 11—9961

(COPY)

TELEGRAM

San Francisco, California October 1, 1926.

Lighthouse Commissioner, Washington, D. C.

NORMAN FRANCIS FIRST ASSISTANT POINT REYES TO BE TRANSFERRED TO SECOND ASSISTANT LOS ANGELES HARBOR SAME SALARY ON OCTOBER FIFTH OR THEREAFTER. REQUEST TELEGRAPHIC APPROVAL PROMOTION KRETH TO FIRST ASSISTANT AND MICHAELSEN TO SECOND ASSISTANT POINT REYES AND PROBATIONARY APPOINTMENT ROGER E. THOMAS AS THIRD ASSISTANT KEEPER POINT REYES ON OCTOBER SIXTH OR THEREAFTER AT THIRTEEN HUNDRED TWENTY ANNUM. NECESSARY PAY ABOVE MINIMUM RANGE FOR SAVING OF LIFE AND PROPERTY. RESIDENCE OREGON. NO RELATIVES. DISTRICT SECRETARY APPROVES. NO PREVIOUS LIGHTHOUSE SERVICE. NOMINATIONS MAILED. SEE RECOMMENDATION FOR ADDITIONAL KEEPER POINT REYES.

R.F.

RHODES.

- - - - - - - - - -

J Bureau of Lighthouses, Washington, D. C. October 4, 1926.

Submitted to Secretary of Commerce recommended for approval. Proper nominations will be submitted as soon as received. Form 73a for the transfer of Norman L. Francis and Form 73 for the promotion of Frederick A. Kreth are submitted by separate indorsement this date.

Acting Commissioner of Lighthouses.

/s/ Ewl Abbey

ASSISTANT SECRETARY

Form 73a

EMA

REPORT OF TRANSFER OF APPOINTEE

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, 18th DISTRICT.

DEPARTMENT OF COMMERCE OCT 21 1926 APPOINTMENT DIVISION

CHIEF CLERK LIGHTHOUSES 1926 OCT 21 AM 10 29
1926 OCT 20 AM 9 01

San Francisco, California, September 28th. 1926.

THE COMMISSIONER OF LIGHTHOUSES:

The following-named employee will be transferred as indicated, and will enter upon duty at his new station on October 5, 1926, or as soon thereafter as he enters on duty

Name, Norman L. Francis

Position, Keeper (2nd Asst.)

From Keeper (1st Asst.)Pt.Reyes Lt. Sta. Salary $1440.00 A.,Range $1200-$1560

To Keeper (2nd Asst.)Los Angeles Harbor Lt.Sta Salary $1440 A., Range $1380-$1740 A.

Previous incumbent, Gust Benson

Services terminated, September 30,1926

Reason, Resigned

CARDED

H. W. RHODES

Superintendent of Lighthouses.

San Francisco,Cal., October 14th, 1926

The above-referred-to transfer became effective beginning with October 11, 1926.

H. W. Rhodes

Superintendent of Lighthouses.

11—4598

BUREAU OF LIGHTHOUSES

WASHINGTON

OCT 20 1926

Submitted to the Secretary of Commerce for his information.

eff date

J. Reeves

Acting Commissioner

C. S. REPORT DATA ENTERED

September 21, 1926.

Commissioner of Lighthouses:

The Department has approved the Bureau's recommendation of September 11, 1926, that no further action be taken in the case of Norman L. Francis, Keeper at $1440 per annum at Point Reyes Light Station, California, it being noted that his services have been satisfactory since the receipt by him of a letter of reprimand dated March 2, 1926.

By direction of the Secretary:

EDW. J. GARDNER,

Chief of Appointment Division.

A
18

CARDED

SEP 21 1926

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

WW:EMA

LIGHTHOUSES
1926 SEP 7 AM 9 48

CHIEF CLERK
1926 SEP 14 AM 11 5

OFFICE OF SUPERINTENDENT, 18TH DISTRICT
CUSTOMHOUSE
SAN FRANCISCO, CALIF.

September 1, 1926.

DEPARTMENT OF COMMERCE
SEP 17 1926
APPOINTMENT DIVISION

Commissioner of Lighthouses.

1. Referring to Bureau letter of March 2, 1926, reprimanding Norman L. Francis, (First Assistant) Keeper, Point Reyes Light Station, for his conduct in assaulting the railroad station agent at Point Reyes on December 17, 1925, the Bureau is advised that since the date of the letter the services and behaviour of Norman L. Francis have been satisfactory. 1440.

H. W. Rhodes

- - - - - - - - - - -

J Bureau of Lighthouses, Washington, D. C. September 11, 1926.

Submitted to Secretary of Commerce, attention being invited to Bureau reprimand dated March 2, 1926 to assistant keeper, Norman L. Francis. It is recommended that no further action be taken in view of the Superintendent's report above.

R 9-14-26

H. B. Bowerman
Acting Commissioner of Lighthouses.

APPROVED: J. W. Gilbert
ACTING ASSISTANT SECRETARY

APPOINTMENT DIVISION
NECESSARY
ACTION TAKEN
SEP 21 1926
DEPARTMENT OF COMMERCE

CARDED

Form 73a

REPORT OF TRANSFER OF APPOINTEE

WW:EMA

LIGHTHOUSES 1926 MAY 15 AM 8 505 CHIEF CLERK

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES. 18th DISTRICT.

San Francisco, Calif., April 28th, 1926

THE COMMISSIONER OF LIGHTHOUSES:

The following-named employee will be transferred as indicated, and will enter upon duty at his ~~new~~ same station on May 1, 1926, or soon thereafter

Name, Norman L. Francis

Position, Keeper (First Assistant)
Salary: $1440.00 - Range: $1200-$1440

From 2d Asst. Kpr., Point Reyes Lt. Sta.

To 1st Asst. Kpr., Point Reyes Light Station without change in salary

Previous incumbent, Gerhard W. Jaehne

Services terminated, April 30, 1926, or as soon thereafter

Reason, Promoted to Keeper

This report is submitted to furnish Bureau with proper record of designation or assignment to position of First Assistant Keeper of Francis. Attention is invited to Bureau endorsement on copy of Bureau telegram of April 24th disapproving recommendation for increase in Francis' salary as recommended on Form 73 dated April 15th.

H. W. RHODES

Superintendent of Lighthouses.

GARDED

San Francisco, Calif., May 10th, 1926.

The above-referred-to transfer became effective beginning with May 1, 1926.

H. W. Rhodes

Superintendent of Lighthouses.

11—4598

BUREAU OF LIGHTHOUSES
WASHINGTON

MAY 15 1926

Submitted to the Secretary of Commerce for his information.

J. Conway

Acting 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

DEPARTMENT OF COMMERCE
MAR 5 1926
APPOINTMENT DIVISION

RG-EK

March 2, 1926.

CHIEF CLERK
26 MAR 4 PM 11 40

Norman L. Francis, Second Assistant Keeper,
Point Reyes Light Station, Calif.,
(Through Superintendent of Lighthouses, San Francisco, Calif.).

The Bureau is in receipt of a report from the Superintendent regarding your conduct in assualting the railroad station agent at Point Reyes on December 17, 1925;

Your conduct in this instance was thoroughly reprehensible and reflected discreditably upon the personnel of the Lighthouse Service, and you are severely reprimanded and warned to observe the Regulations, lest future violations lead to more drastic disciplinary action. The present matter will be noted on the records as part of your official history.

(Signed) G. R. PUTNAM

Commissioner of Lighthouses.

COPY

Bureau of Lighthouses, Washington
MAR 2 - 1926
Submitted to Secretary of Commerce for his information

Inclosed are copies of correspondence in the matter.

matter.

H. B. BOWERMAN

Acting Commissioner of Lighthouses.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

WW:EMA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT, 18TH DISTRICT
CUSTOMHOUSE
SAN FRANCISCO, CALIF.

Norman L. Francis - Reprimand.

LIGHTHOUSES
1926 FEB 18 AM 8 50

February 13, 1926.

Commissioner of Lighthouses.

1. There are enclosed copies of the following correspondence pertaining to an assault made by Norman L. Francis, Second Assistant Keeper, Point Reyes Light Station, on December 17, 1925, on Mr. T. I. Atwood, Agent at the railroad station at Point Reyes:

Dec. 18, 1925 - J. C. Bush, Special Agent, N.W.P. Ry.
Dec. 19, 1925 - W. S. Palmer, President, N.W.P. Ry.
Jan. 6, 1926 - M. T. Cook, General Manager, Pacific Division, The Western Union Telegraph Company.
Jan. 9, 1926 - W. S. Palmer, President, N.W.P. Ry. to Superintendent of Lighthouses, enclosing above correspondence.
Jan. 11, 1926 - Superintendent of Lighthouses to Norman L. Francis, Second Assistant Keeper, Point Reyes Light Station.
Jan. 13, 1926 - Norman L. Francis to Superintendent of Lighthouses.

2. It will be seen from the above correspondence that Francis complained to the Agent at Point Reyes concerning a delay in transmitting a telegram to Francis notifying him of the death of his mother.

3. It is recommended that Francis be severely reprimanded for conduct unbecoming an employe of the Lighthouse Service and for behavior that would tend to bring discredit to and reflect upon the personnel of the Service. The President and General Manager of the Northwestern Pacific Railroad, who brought this matter to the attention of this office, has been notified of this recommendation.

H. W. Rhodes.

COPY:LH

NORTHWESTERN PACIFIC RAILROAD COMPANY

Sausalito, December 18, 1925.

LIGHTHOUSES
1926 FEB 18 AM 8 50

Mr. H. C. Emmons,
Chief Special Agent,
San Francisco.

Dear Sir:-

Agent Atwood at Pt. Reyes phoned asking that I go immediately to Pt. Reyes to handle case concerning one Mr. Francis, A Government employe at Pt. Reyes Lighthouse.

Mr. Atwood states that on the morning of December 15th, he received telegram (night letter) consigned to Mr. Norman Francis addressed Pt. Reyes Lighthouse, concerning the death of some relative at Oakland, California.

The Pt. Reyes Lighthouse is situated some ten miles from the station and Agent ordinarily mails such messages, but as it happened one of the trucks from the Lighthouse was at Pt. Reyes at the time message was received and Mr. Atwood dispatched wire by driver of such truck, which meant that the addressee received message some twelve hours earlier than had it been mailed as U. S. postage.

At 3 p.m., December 17th, two days later, Francis called at Station at Pt. Reyes and proceeded to abuse and harrass Mr. Atwood regarding the handling of this telegram. Francis wanted to know why message had not been dispatched by special carrier or phoned and when Mr. Atwood attempted to explain Francis hit him in the eye.

2 As Francis is a Government employe he should be reported to the proper authorities. Capt. W. R. Kane is man in charge at Pt.Reyes Lighthouse.

Yours truly,

(Signed) C. J. Bush

Special Agent.

COPY:LH

NORTHWESTERN PACIFIC RAILROAD COMPANY

San Francisco, December 19, 1925.

LIGHTHOUSES
1926 FEB 18 AM 8 50

Mr. M. T. Cook,

General Manager, The Western Union Telegraph Company,

San Francisco.

Dear Sir:

Am enclosing copy of report from one of our Special Agents concerning an assault upon Mr. T. I. Atwood, Agent at Pt. Reyes, by a Government employe at the Pt. Reyes Lighthouse.

As the dispute occurred over delivery of a Western Union telegram, will you kindly advise whether the matter was handled properly by Mr. Atwood, and, if so, would it not be advisable for you to make complaint to proper authorities and have the man who caused the trouble either disciplined or dismissed? Will you please advise me action taken.

Yours truly,

(Signed) W.S. Palmer.

COPY:LH (COPY)

THE WESTERN UNION TELEGRAPH COMPANY

San Francisco, January 6, 1926

Mr. W. S. Palmer,
President & General Manager,
Northwestern Pacific RR Co.,
San Francisco.

LIGHTHOUSES
1926 FEB 18 AM 8 51

Dear Sir:

Again referring to your letter of December 19th, concerning service on a night letter received at Pt. Reyes Station, December 15th, addressed to Norman Francis:

The message was filed in our Oakland office at 9:45 p.m., December 14th, addressed to "Mr. Norman Francis, Pt. Reyes, Calif.," but later changed to read "Mr. Norman Francis, Lighthouse Keeper, Pt. Reyes Station, California." The clerk who accepted the message from the sender is no longer in our service and his statement is unobtainable at this time, as to why or under what circumstances the change in the address was made. We have endeavored to communicate with the sender, Mr. Sullivan, but find that he is a traveling man and not at home. We did, however, telephone to his residence and conversed with his sister, who states she is positive that Mr. Sullivan knew nothing of the distance the lighthouse is from the station, and that he was simply sending the message to an address furnished by another member of the family. She further stated that Mr. Sullivan was probably in such a nervous condition that it would not have occurred to him to offer to pay any charges for special delivery, even though he knew the distance from the station.

According to the report furnished by Special Agent Bush, the telegraph service was properly performed at Point Reyes Station and good judgment was used by the manager when the message was promptly handed to the lighthouse truck driver for delivery at the lighthouse, as the sender addressed it to the station only.

I am very sorry that Mr. Atwood should receive such outrageous treatment at the hands of the addressee while handling a commercial message for this Company. However, I do not think the complaint against Francis should be made to the lighthouse officials by the Western Union; under the contract we look to the Railroad Company as our agent for the handling of our commercial business, and it occurs to me that as Mr. Atwood is the Agent of the Railroad Company that it would perhaps be more effective if your Company preferred the charges against Mr. Francis.

Trusting that this will, upon reflection, meet with your views, I am

Yours truly,
(Signed) M. T. Cook,
General Manager, Pacific Division.

COPY:L

NORTHWESTERN PACIFIC RAILROAD COMPANY
64 Pine Street, San Francisco.

W. S. Palmer,
President & General Manager.

January 9, 1926.

LIGHTHOUSES
1926 FEB 18 AM 8-51

Superintendent of Lighthouses,
424 Customhouse,
San Francisco.

Dear Sir:

Am enclosing copy of correspondence exchanged with the Western Union Telegraph Company, concerning assault upon Mr. T. I. Atwood, Agent for this Company and for The Western Union Telegraph Company, at Point Reyes, by one Norman Francis, who is reported to be an employe at Pt. Reyes Lighthouse.

You will note from the correspondence that Mr. Atwood handled the receipt and delivery of the telegram in accordance with prescribed rules and from all information available the assault upon our Agent was entirely unprovoked.

Will you kindly advise whether some disciplinary action should not be taken by the officers in charge of the Lighthouse Service so as to prevent any future trouble of this character occurring at Pt. Reyes or elsewhere?

Yours truly,

(Signed) W. S. Palmer.

COPY/EMA

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
SAN FRANCISCO, CALIF.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

WW:LD

LIGHTHOUSES
1926 FEB 18 AM 8 51

OFFICE OF SUPERINTENDENT, 18TH DISTRICT
CUSTOMHOUSE
SAN FRANCISCO, CALIF.

January 11th, 1926.

Norman L. Francis, 2nd Assistant Keeper,
Point Reyes Light Station.

(Through the Keeper)

1. This office is in receipt of a letter from tne Northwestern Pacific Railroad, dated January 9th, 1926, enclosing copies of letters pertaining to an assault made by you at 3 P.M., December 17, 1925, on Mr. T. I. Atwood, Railroad Agent at Point Reyes. Copies of the following letters are enclosed:

December 18, 1925: C. J. Bush, Special Agent, Northwestern Pacific Railroad, to H. C. Emmons, Chief Special Agent.
December 19, 1925: W. S. Palmer, President, Northwestern Pacific Railroad, to M.T. Cook, Gen. Mgr., Western Union Telegraph Co.
January 6, 1926: M. T. Cook, General Manager, Western Union Telegraph Co., to W. S. Palmer.
January 9, 1926: W. S. Palmer to Superintendent of Lighthouses.

2. It appears from this correspondence that the telegram addressed to you was properly handled by the Railroad Agent at Point Reyes in accordance with the rules of the Company, and to the satisfaction of its officials, and that there was no reason why you should raise an argument on the point with the Agent at Point Reyes, especially several days after the message was received. The behavior and conduct of a Lighthouse Keeper must be such even when off the station, as to not bring discredit to the Lighthouse Service. If there is a display of ungovernable temper on the part of an employee off the station, it is fair to assume that a repetition of the affair covered by the enclosed correspondence might occur with the personnel at the light station to the detriment and inconvenience of the Service as well as to the inconvenience of some of the Lighthouse personnel.

3. However, before making any decision or taking any action in the case, it is desired to give you full opportunity to present your side of the case, and you are directed to make a full report of the matter an an early date. This office is informed that there was a witness to the affair at the Point Reyes Railroad Station, the witness claiming that you were very abusive.

For and in the absence of the Superintendent.

OTTER.

C[redacted]:LH

DEPARTMENT OF COMMERCE
Lighthouse Service.

Point Reyes Sta., Calif.
January 13, 1926.

1926 FEB 18 AM 8 5

Supt. of Lighthouses,
San Fran., Cal.

In accordance to your letter I am making my report of the matter.

Have only to say that it was approximately two days and 1/2 after receiving telegram I made assault on Mr. Atwood, Agent at Pt. Reyes, and that after coming from my mother's funeral at Oakland.

The only reasons is that in a death case I felt that the telegram should have reached me the quickest possible way, the use of the telephone from Pt. Reyes to L-House station being the quickest. It not having been attempted it served in a way to make me angry, which in my case doesn't happen to be uncontrolable or ungovernable temper as mentioned in correspondence received at your office, and again in my anger it wasn't until after Mr. Atwood explained about the telegram that I attempted to hit him, which left no impression if such was the case.

After this occurrence I realized I had gone about the matter the wrong way and I personally apologized to Mr. Atwood a few days later, saying so in regard to above.

I can only say I'm sorry that any discredit or inconvenience is brought about to the Lighthouse Service by any act of mine.

Respectfully,

(Signed) Norman Francis,

2nd Asst. Keeper Point Reyes L.H., Calif.

Forwarded: W.R.Kane (Sgd).

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1925.

Mr. N. L. Francis,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $1320 per annum to $ 1440 per annum, effective July 1, 1925.

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

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

11—8074

CARDED

APPOINTMENT DIVISION ENTERED JUL 23 1925 ON JOURNAL DEPARTMENT OF COMMERCE

mfc
18

CHIEF CLERK

1925 MAY 13 AM 9 48

DEPARTMENT OF COMMERCE

REPORT ON PROBATIONARY APPOINTEE.
(This report to be made at expiration of fifth month of service.)

LIGHTHOUSES

1925 MAY 11 AM 8 52

18th Lighthouse District,
(Bureau)

DEPARTMENT OF COMMERCE MAY 13 1925 APPOINTMENT DIVISION.

San Francisco, Calif., May 5, 1925.
(Date)

The Secretary of Commerce,
(The Chief of Appointment Division):

The probationary period of the person named below expires at the close of business on May 31st, 1925.

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

Name Norman Leo Francis

Position Second Assistant Keeper

Salary $1260.00 Annum

Appropriation Salaries of Keepers General Expenses

Station Point Reyes Light Station.

Date of entrance on duty December 1, 1924.

Remarks:

For and in the absence of the Superintendent.

G. J. Otta.
(Signature of immediate superior.)
First Assistant Superintendent.

SUBMITTED: MAY 12 1925

Acting Commissioner of Lighthouses.
(Head of Bureau or Office.)

(*If unsatisfactory, recommendation for discontinuance under the provisions of paragraph (c) of section 1 of civil service rule VII, should immediately be forwarded to the Department.)

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 31, 1925.

Mr. Norman L. Francis,

Through the Commissioner of Lighthouses.

Sir:

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

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER.

Acting Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED FEB 10 1925 ON JOURNAL DEPARTMENT OF COMMERCE

Position: Keeper

Salary: $1260

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

18

JSJ

FEB 11 1925

CARDED

FORM A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

February 18, 1925.

Mr. Norman L. Francis,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 1260 per annum to $ 1320 per annum, effective February 11, 1925.

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

By direction of the Secretary:

Respectfully,

FEB 19 1925 EDW. J. GARDNER.

18th
B

Acting Chief of Appointment Division.

APPOINTMENT DIVISION
ENTERED
FEB 20 1925
ON JOURNAL
DEPARTMENT OF COMMERCE.

CARDED

Form 73

NOMINATION

EMA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES 1925 FEB 17 AM 9 02

1925 FEB 17 PM 3 33

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT.

San Francisco, California, February 11th 1925.
(City.) (Date.)

DEPARTMENT OF COMMERCE FEB 13 1925 APPOINTMENT DIVISION.

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion

Name, Norman L. Francis — Legal residence, California

Position, Keeper (2nd Asst.) — Salary, $1320.00 A. Inc. subsistence

Location, Point Reyes Light Station — Appropriation, Salaries of Keepers and G. E.

Effective February 11, 1925. — {'the actual date of entrance on duty, or— / ~~as soon thereafter as he enters on duty.~~

Former position, Keeper (3d Asst.) — Former salary, ~~$960.00~~ 1260, A. Readjustment of pay Act - Dec. 6, 1924

Location, Point Reyes Light Station.

Rank on eligible list, ~~00~~ Rating, Percentage, , Other eligibles considered:

Previous incumbent, Richard P. Pierce — Services terminated, January 31, 1925.

Reason, Resigned

Members of family in Government Service, None

Date of birth, 5/1/99

Remarks: Emergency case in accordance with Circular #313. Necessary for the safeguarding of life and property. Necessary to take up regular watches at earliest possible date and relieve other keepers.

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

APPOINTMENT DIVISION NECESSARY ACTION TAKEN DEPARTMENT OF COMMERCE FEB 19 1925

H. W. Rhodes.
Superintendent of Lighthouses.

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

FEB 17 1925

Submitted to the Secretary of Commerce, approved.

Acting Commissioner of Lighthouses.

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

11—2314

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

CHIEF CLERK
1924 DEC 10 PM 2 41
LIGHTHOUSES
1924 DEC 10 AM 11 42

PERSONAL HISTORY

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

Bureau, division, or office 18th Lighthouse District (California)

1. Name in full Norman Leo Francis

2. Legal (voting) residence California (9th Dist.) (State and Congressional District) LOS ANGELES (County) CULVER CITY (City or town)

3. Where born? Missouri (State or foreign country) Kansas City (City or town) When born? May 1, 1899 (Date)

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

5. Indicate sex, marital condition, and race by check, thus: √

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

6. A complete record of your past civil service for the United States Government:

BRANCH OF SERVICE AND PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
			Month	Day	Year	Month	Day	Year

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

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

Enlisted April 26-1918 Discharged April 19-1920
Organization 19th Co C.A.C. Ft Logan Colo.

Enlisted ---- Discharged ----
Organization ----

8. EDUCATION (Circle number of years)

Common school								High school				College				Degrees, if any
1	2	3	4	5	6	7	(8)	1	2	3	4	1	2	3	4	

9. State special qualifications No special trade - Have worked as seaman fireman, oiler (civil Co), & various mechanical work. Have followed practically every line of out door work.

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

Mrs. E. Francis (Name) Wife (Relationship)
586 Lafayette Pl. Culver City. California. (Post office address)

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

CARDED

Norman L. Francis
(Name as usually written and which will be used as official signature)

Nov 29. 1924 (Date)

Present address 586 Lafayette Pl Culver City. California

10—1659

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

CHIEF CLERK
1924 DEC 10 PM 2 41
LIGHTHOUSES
DEPARTMENT OF COMMERCE
DEC 12 1924
1924 DEC 10 AM 11 42

I, Norman L. Francis

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.

Norman L. Francis
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] 2nd day of December, A. D. 1924.

(Affix official seal here)

[4] (Name) J. M. Wilson

(Official title) Chief Clerk, 18th L.H. Dist.

~~My commission expires~~ _____

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Keeper (3d Asst.)	$960 A.	Point Reyes Light Station
Former [5]		

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

Office of Superintendent of Lighthouses, 18th District

San Francisco, California, (Address) December 5th, 1924 (Date)

The above-named appointee entered upon duty on December 1, 1924. (Date)

CARDED

U. S. REPORT DATE ENTERED

H. W. Rhodes
Superintendent of Lighthouses.

[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

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

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON December 3, 1924.

Mr. Norman L. Francis.

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office and to a probationary period of not to exceed six months as provided by paragraph (c) of section 1 of civil-service rule VII, Keeper in the Lighthouse Service at a salary of Nine Hundred and Sixty dollars per annum, effective on the date on which you enter upon duty in the above-mentioned position.

By selection from certificate of eligibles (No. _____) issued by the Acting Secretary, Twelfth Civil Service District.

By direction of the Secretary:

Respectfully,

APPOINTMENT DIVISION DEC 10 1924 DEPARTMENT OF COMMERCE

DEC 10 1924

WP
16th.

JOHN J. GARDNER,
Acting Chief of Appointment Division.

CARDED

Appropriation: Salaries, Keepers of Lighthouses.
Vice: Richard P. Pierce.
Legal Residence: California.

(See reverse side.)

Form A-14 11—3080

Form 73

EMA

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

CHIEF CLERK
1924 DEC 2 PM 4 26

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 18th DISTRICT,

LIGHTHOUSES 1924 DEC 2 PM 8 51

San Francisco, California, November 25th, 1924
(City.) (Date.)

COMMISSIONER OF LIGHTHOUSES:
(Through the District Secretary)

Action recommended, Probational appointment

Name, Norman L. Francis — Legal residence, California

Position, Keeper (3rd Asst) — Salary, $960.00 A.

Location, Point Reyes Light Station Cal — Appropriation, Salaries of Keepers

Effective December 1,1924 — ~~the actual date of entrance on duty, or~~ as soon thereafter as he enters on duty.

DEPARTMENT OF COMMERCE DEC 3 1924 APPOINTMENT DIVISION

Former position, -- — Former salary,

Location, --

Rank on eligible list, 2 — Assistant Lighthouse Rating, Keeper — Percentage, 89.8 , Other eligibles considered:

Gordon D. Hodge - C
Joseph Clifford - C

Previous incumbent, Richard P. PIERCE — Services terminated, October 30,1924.

Reason, Promotion

Members of family in Government Service, None

Date of birth, 5/1/99

Remarks: Emergency case in accordance with Circular #313. Necessary for the safeguarding of life and property. Necessary to take up regular watches at earliest possible date and relieve other keepers.
Selection regular, subject to the action of the
U. S. Civil Service Commission. NOV 26 1924 , 19

12/3/24

Acting Secretary, Twelfth Civil Service District.

H. W. Rhodes.
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

DEC 2 - 1924

Submitted to the Secretary of Commerce, approved.

H. B. Bowerman
Acting Commissioner of Lighthouses.

No Passport

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

11—2314