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

Date: 9/8/2025

## REQUESTER INFORMATION

| Name (Please Print – Last, First, Middle) | Researcher ID Card Number |
|---|---|
| Burns, Andrew | 4563213 |
| **E-Mail Address:** | **Phone Number:** |
| afbfg4@umsl.edu | 636-415-7353 |

## 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 |
|---|---|---|
| Hawes, Milton, H. | | 1884 TX |

## 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: 1928 TX

State of Residence (upon entry into service):

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

Researcher Signature: Andrew Burns

## CIVILIAN SERVICE

| (Agency & Location) | | |
|---|---|---|
| Lighthouse Service (TX) 8th Dist | From: 1924 | To: 1928 |
| (Agency & Location) | From: | To: |
| (Agency & Location) | From: | To: |

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

***This Space Intentionally Left Blank***

## STAFF USE ONLY

Appointment Time and Date:

Additional Researchers: ☐ Yes ☐ No

CMRS Service Request Number: C-GO627904

Attendant Signature:

CMRS Search Request Number(s):

Remarks: '25 SEP 23 AM 9:40:45

### SCREENING NOTES

- ☐ Reviewed and Nothing Removed
- ☐ Items Removed and User Informed

Hold Requested: ☐ Yes ☐ No

Total Requests:

Screened Items:

☐ Additional charge outs and signatures on reverse side

Time Out:

Final Return:

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION

Milton H. Hawes
(Name)

Texas
(Legal Residence)

## STATUS

11—8540

| DESIGNATION | ACTION | SALARY | BUREAU—SERVICE—STATION | DATE OF EFFECT |
|---|---|---|---|---|
| Keeper | TEMPORARY nte 3 mos | 1080 | LH-Matagorda ~~8th Dist~~ 8 | Canceled |
| " | Prob. | " | " " | April 16, 1925 - |
| " | INCREASE IN COMPENSATION | 1140 | " " | July 1, 1925 - |
| " INCREASE | IN COMPENSATION | 1200 | " " | JAN 1 1927 |
| " | COMPENSATION Act. May ~~28, 1928~~ | 1320 | " " | JUL 1 1928 |
| | Died - Sept. 24, 1928. | | | |

Form 93
LEC

NOTICE OF ~~RESIGNATION OR~~ DEATH

LIGHTHOUSES
1928 SEP 26 AM 11 53

1928 SEP 27 AM 5

CHIEF CLERK

SEP 27 1928
APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 8th DISTRICT,

New Orleans, La. September 24, 1928

COMMISSIONER OF LIGHTHOUSES:

Herewith is transmitted Notice of Death ~~the resignation~~ of the following-named employee:

Name, Milton H. Hawes — Position, Keeper in the Lighthouse Service

Legal residence, Texas — Station, Matagorda Light Station

Salary, $1320 per annum

~~The acceptance of this resignation is recommended effective at the close of~~ Sept 24?

This employee has not taken leave in excess of the accrued rate. (See telegram)

**Remarks:**

APPOINTMENT DIVISION
2038
SEP 29 1928
ON JOURNAL
DEPARTMENT OF COMMERCE

CARDED

E. S. Lamplugh.
Superintendent of Lighthouses

---

BUREAU OF LIGHTHOUSES
WASHINGTON

SEP 26 1928

Inclosure

Submitted to the Secretary of Commerce, ~~approved~~ for his information.

11—4623

9-27-28

Form 1201

CLASS OF SERVICE

This is a full-rate Telegram or Cablegram unless its deferred character is indicated by a suitable sign above or preceding the address.

# WESTERN UNION

NEWCOMB CARLTON, PRESIDENT — J. C. WILLEVER, FIRST VICE-PRESIDENT

SUPERINTENDENT OF LIGHTHOUSES SEP 24 1928 NEW ORLEANS

| SIGNS |
|---|
| DL = Day Letter |
| NM = Night Message |
| NL = Night Letter |
| LCO = Deferred Cable |
| CLT = Cable Letter |
| WLT = Week-End Letter |

The filing time as shown in the date line on full-rate telegrams and day letters, and the time of receipt at destination as shown on all messages, is STANDARD TIME.

**Received at North Clay and Bienville Sts., New Orleans, La.**

LIGHTHOUSES 1928 SEP 26 AM 11 55

45NS RY 12 COLLECT GOVT

PORT OCONNOR TEX 1025A SEP 24 1928

SUPT LIGHTHOUSES 26

ASST KEEPER HAWES DIED AT VICTORIA HOSPITAL AT TWO AM

DATE

HEINROTH

1053A

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

Mr. Milton H. Hawes,

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: $1200

To: $1320

11—9564

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

January 1, 1927.

Mr. Milton H. Hawes,

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: $1140 per annum.

To: $1200 per annum.

Service and grade: Field.

Appropriation (unit):

CANCELED

APPOINTMENT DIVISION
ENTERED
JAN 13 27
ON JOURNAL
DEPARTMENT OF COMMERCE

H
8

GOVERNMENT PRINTING OFFICE 11—9051

SUPERINTENDENT OF LIGHTHOUSES
SEP 2 1925
NEW ORLEANS.

DEPARTMENT OF COMMERCE

REPORT ON PROBATIONARY APPOINTEE.
(This report to be made at expiration of fifth month of service.)

LIGHTHOUSES
1925 SEP 5 PM 12

Lighthouses.
(Bureau)

September 3, 1925.
(Date)

DEPARTMENT OF COMMERCE
SEP 9 1925
APPOINTMENT DIVISION
CHIEF CLERK
1925 SEP 8 PM 3 20

The Secretary of Commerce. (The Chief of Appointment Division).

The probationary period of the person named below expires at the close of business on October 15th, 1925.

The conduct and capacity of this employee has been satisfactory* and (he) (she) is considered qualified for absolute appointment.

Name Milton H. Hawes

Position Keeper in the Lighthouse Service.

Salary $1080 per annum.

Appropriation Salaries, Keepers of Lighthouses.

Station Matagorda Light Station, Texas.

Date of entrance on duty April 16, 1925.

Remarks:

Wm H. Steinroth
(Signature of immediate superior.)
Keeper.

SUBMITTED:
For and in the absence of the Superintendent.
A. H. Muth
(Head of Bureau or Office.)
First Assistant Superintendent.

SUBMITTED: SEP 5 1925
Acting Commissioner of Lighthouses

(*If unsatisfactory, recommendation embodying reasons for discontinuance in accordance with the provisions of paragraph (c) of section 1 of civil service rule VII, should immediately be forwarded to the Department.)

Form A-21

# NOTICE OF CHANGE IN SALARY
## KEEPERS—LIGHTHOUSE SERVICE

---

**DEPARTMENT OF COMMERCE**
APPOINTMENT DIVISION
WASHINGTON

June 25, 1925.

Mr. Milton H. Hawes,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $1080 per annum to $1140 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,

GARDNER

Chief of Appointment Division.

11—8074

APPOINTMENT DIVISION ENTERED JUL 18 1925 ON JOURNAL DEPARTMENT OF COMMERCE

mfc
8

CARDED

Form 111

# OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

## DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

CHIEF CLERK 4 1925 APR 30 AM 10 3 DEPARTMENT OF COMMERCE MAY 1 1925 APPOINTMENT DIV. APR 30 LIGHTHOUSES

I, Milton H. Hawes,

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.

☞ Milton H Hawes
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] 14th day of April, A. D. 19 25.

(Affix official seal here)

[4](Name) Sidney G. Dedman

(Official title) Notary Public for Calhoun County

My commission expires June 1st 1926

| Official Title | Rate of Pay | Name of Station, Vessel, or Place of Employment. |
|---|---|---|
| Present Keeper in the Light-house Service. | $1080 p. a. | Matagorda Light Station, Texas. |
| Former[5] PROBATIONARY APPOINTMENT. | | |

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

WJB.

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 8th DISTRICT

New Orleans, La., (Address) April 27, 1925. (Date)

The above-named appointee entered upon duty on April 16, 1925. (Date)

U. S. RETURN ENTERED

CARDED

E. J. Langlois
(Signature, followed by title)
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

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

[redacted] [redacted]

# PERSONAL HISTORY

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

TREASURY DEPARTMENT APR 9 1925 APPOINTMENT DIVISION

SUPERINTENDENT OF LIGHTHOUSES APR 17 1925 8TH DIST. NEW ORLEANS

1925 APR 9 PM 12 05

Bureau, division, or office 8th U.S. Lighthouse Dist. (Matagorda Light Station, Tex.)

1. Name in full Milton H. Hawes

2. Legal (voting) residence Texas No 9 (State and Congressional District) Calhoun (County) Port Acomor (City or town)

3. Where born? Matagorda Island (State or foreign country) Texas (City or town) When born? 1884 Sept 5 (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 |
| Substitute at Matagorda Light Station | Sub. for assistant Keeper or Laborer | 75.00 per mo. | aug | 21. | 1924 | aug | 31 | 1924 |
| | | | Sept | 6 | " | Sept | 29 | " |
| | | | Oct | 1 | " | Dec | 6 | " |
| | | | Jan | 5 | 1925 | Jan | 14 | 1925 |
| | | | Feb | 11 | " | Mar | 2 | " |

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 ..... Discharged .....

Organization .....

Enlisted ..... Discharged .....

Organization .....

8.

| EDUCATION (Circle number of years) | Common school | High school | College | Degrees, if any |
|---|---|---|---|---|
| | 1 2 3 4 5 6 7 8 | 1 (2) 3 4 | 1 2 3 4 | |

9. State special qualifications Understand operating A.O.V. Light
Can handle small Motor & Sail boats

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

Mrs M H Hawes (Name) wife (Relationship)

Port Acomor (Post office address) Texas

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

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

Apr 5 1925

Present address Port Acomor Tex

File Papers

WJB.

Office of Superintendent of Lighthouses, 8th Dist,
New Orleans, La., April 7, 1925.

Reviewed, approved, and forwarded to the Commissioner of Lighthouses.

E. S. Lamphier.
Superintendent of Lighthouses.

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

1925 MAR 13 AM 11 57 LIGHTHOUSES
SUPERINTENDENT OF LIGHTHOUSES 2 04 MAR 11 1925 NEW ORLEANS.

# PERSONAL HISTORY

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

Bureau, division, or office 8th U.S.Lighthouse District. (Matagorda Light Station, Tex.)

1. Name in full Milton H. Hawes

2. Legal (voting) residence Texas 9th Calhoun Port O'connor
(State and Congressional District) (County) (City or town)

3. Where born? Matagorda Island Texas When born? Sept 5 1884
(State or foreign country) (City or town) (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 |
| Performing duties at Light Station Matagorda Light Station (Sub.) | Laborer | $75.00 | Aug | 21 | 1924 | Dec | 6 | 1924 |
| | | | Jan | 5 | 1925 | Jan | 19 | 1925 |
| | | | Feb | 11 | 1925 | Mar | 2 | 1925 |

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 ..... Discharged .....

Organization .....

Enlisted ..... Discharged .....

Organization .....

8. EDUCATION (Circle number of years)

| Common school | | | | | | | | High school | | | | College | | | | Degrees, if any |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 1 | (2) | 3 | 4 | 1 | 2 | 3 | 4 | |

9. State special qualifications Experience with L.O.V. Light
Can operate small crafts & motor boats

10. Name, relationship, and address of person to be notified in case of emergency:
Mrs M. H Hawes (Name) Wife (Relationship)
Port O'connor Texas
(Post office address)

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

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

Mar 7-1925 Present address Port O'connor Texas

NOT TO BE ACCEPTED AS A[redacted]TY FOR INVESTIGATION OPERATIONS UNLESS ACCOM[redacted]D BY OFFICIAL CREDENTIALS

# CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

April 8, 1925

Mr. Milton H. Hawes,

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 One Thousand and Eighty 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 Secretary, Tenth Civil Service District.

By direction of the Secretary:

Respectfully,

APR 1 1 1925

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

B

Appropriation: Such appropriation to which under the provisions of Sec.3678 R.S., the duties performed may be properly chargeable.

Vice: Iver Bugge.

Legal Residence: Texas.

Form A-14 (See reverse side.)

CARDED

APPOINTMENT DIVISION ENTERED APR 10 1925 ON JOURNAL DEPARTMENT OF COMMERCE

1—5980

Form 73

WTB LIGHTHOUSES 1925 APR 6 AM 11 43

1-2

# NOMINATION

## DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

CHIEF CLERK 1925 APR 7 AM 9 5

Tenth United States Civil Service District RECEIVED APR 2 - 1925 NEW ORLEANS, LA.

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 8th DISTRICT.

New Orleans, La., (City.) April 2nd (Date.), 19 25

COMMISSIONER OF LIGHTHOUSES:

**Action recommended,** Probationary appointment.

DEPARTMENT OF COMMERCE APR 3 1925 APPOINTMENT DIVISION

Name, Milton H. Hawes, Legal residence, Texas.

Position, Keeper in the Lighthouse Service. Salary, $1080 per annum (inc. rations.)

Location, Matagorda Light Station, Texas. Appropriation, (Sals., Kprs. of L.H. Buchete) G.E.L.H.S.

Effective April 16, 1925, { ~~the exact date of entrance on duty;~~ or as soon thereafter as he enters on duty.

**Former position,** - - - - - - - - Former salary, - - - - - - - -

Location, - - - - - - - -

**Rank on eligible list,** 3rd Rating, Asst.L.H. Keeper. Percentage, 82.4%, Other eligibles considered:

Ducre Babin, C. Robert E. Williams, C.

**Previous incumbent,** Iver Bugge Services terminated, March 31, 1925.

Reason, Resigned.

**Members of family in Government Service,** None,

DATE OF BIRTH: Sept. 5, 1884.

**Remarks:** Mr. Hawes is now serving at Matagorda L.S. as Laborer (acting Keeper) pending action on this nomination for probationary appointment. He has served at various times as Laborer (acting Keeper) at Matagorda L.S. and is familiar with the work of the station. There are no keepers in the service desiring transfer to this station.

Selection regular, ~~subject to the action of the U. S. Civil Service Commission,~~ APR 3 1925, 19

PROBATIONAL.

Wm. H. Bradley
Secretary, TENTH Civil Service District.

E. S. Lamphier.
Superintendent of Lighthouses.

4/8/25.

BUREAU OF LIGHTHOUSES
WASHINGTON

APR 6 - 1925

Submitted to the Secretary of Commerce, approved.

DEPARTMENT OF COMMERCE APR 8 1925 APPOINTMENT DIVISION

L. Lemay
Acting Commissioner of Lighthouses.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NEW ORLEANS, LA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1925 MAR 25 AM 11 53

WJB.

Milton H. Hawes,
cancellation of temp.appt.

OFFICE OF SUPERINTENDENT, 8TH DISTRICT
NEW ORLEANS, LA.
March 23, 1925.

DEPARTMENT OF COMMERCE
MAR 27 1925
APPOINTMENT DIVISION.

CHIEF CLERK
5
1925 MAR 26 PM 4 19

The Commissioner of Lighthouses:

1. Returned herewith, for cancellation, is Certificate of Appointment of Milton H. Hawes as Keeper (temporary) at Matagorda Light Station, Tex., at a salary of $1080 per annum, for a period not to exceed three months from March 11, 1925.

2. At the time Mr. Hawes was nominated Assistant Keeper Iver Bugge was discharged from the Marine Hospital and returned to duty at Matagorda Light Station. This information was not received until after the nomination went forward. The services of Mr. Hawes as Laborer (acting Keeper) terminated at the close of March 2nd and Asst.Keeper Bugge returned to duty on March 3rd.

3. Department letter of March 10, 1925, authorizing the temporary additional position of Keeper at $1080 per annum at Matagorda L.S., Tex., is also returned for cancellation.

APPOINTMENT DIVISION
ENTERED
MAR 28 1925
ON JOURNAL
DEPARTMENT OF COMMERCE

E. J. Langlier
Superintendent of Lighthouses.

- - - - - - - - - - -

LGJ Bureau of Lighthouses, Washington, D. C. March 26, 1925.
Incls.

Submitted to Secretary of Commerce recommended for cancellation of authorization and appointment in this case for reasons stated above.

3/27/25

Acting Commissioner of Lighthouses.

CARDED

LIGHTHOUSES
1925 MAR 18 AM 10 24

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

SUPERINTENDENT OF LIGHTHOUSES
MAR 21 1925
NEW ORLEANS.

LIGHTHOUSES
1925 MAR 25 AM 11 54

March 10, 1925.

The Commissioner of Lighthouses:

For the reasons stated in the Eighth Superintendent's letter of March 5, 1925, and in accordance with the Bureau's recommendation of March 9, 1925, endorsed on nomination from the Eighth Superintendent's nomination for the temporary appointment of Milton H. Hawes, the Department has authorized the temporary additional position of keeper at $1080 per annum at Matagorda Light Station, Texas, for a period not to exceed three months, effective March 11, 1925, or as soon thereafter as Mr. Hawes enters on duty therein.

By direction of the Secretary:

Acting Chief of Appointment Division.

P
8th.

MAR 18 1925
Bureau of Lighthouses, Wash., Copy to 8th Supt. Be guided accordingly.

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

GENERAL APPOINTMENT—FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

March 10, 1925.

Mr. Milton H. Howes,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Keeper in the Lighthouse Service at a salary of One Thousand and Eighty dollars per annum, effective March 11, 1925, or as soon thereafter as you enter on duty.

Your appointment will continue for a period not to exceed three months.

APPOINTMENT DIVISION ENTERED MAR 17 1925 ON JOURNAL DEPARTMENT OF COMMERCE

By direction of the Secretary:

Respectfully,

MAR 17 1925

Acting Chief of Appointment Division.

P
8th

Appropriation: Such appropriation to which under the provisions of Section 3678 R. S., the duties performed may be properly chargeable.

Vice: New position.

Legal Residence Texas.

CANCELED

Form A-13

GOVERNMENT PRINTING OFFICE

11—1909

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NEW ORLEANS, LA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Tenth United States
Civil Service District
RECEIVED
MAR 5 - 1925
NEW ORLEANS, LA.

WJB.

LIGHTHOUSES
1925 MAR 9 AM 9 11

OFFICE OF SUPERINTENDENT, 8TH DISTRICT
NEW ORLEANS, LA.

M. H. Hawes,
Matagorda L. S., Tex.

March 5, 1925.

The Commissioner of Lighthouses:

1. Milton H. Hawes was assigned to duty, in an emergency, as Laborer (acting keeper) with pay at the rate of $1080 per annum, at Matagorda Light Station, Tex., on February 11, 1925.

2. Matagorda is a two-keeper station and the Assistant Keeper, Iver Bugge, is a patient in the Marine Hospital at Galveston, Texas. At this time it is not known how long he will be in the hospital and Mr. Hawes is being nominated for temporary appointment as Keeper effective March 11, 1925. It is requested that an additional position of Keeper, with pay at the rate of $1080 per annum, be authorized at Matagorda Light Station, Tex., effective from March 11, 1925, during the absence of Assistant Keeper Bugge.

For and in the absence of the Superintendent.

F. A. Muth

First Assistant Superintendent.

Form 73

WJB.

LIGHTHOUSES 1925 MAR 9 AM 9

1925 MAR 10 PM 4 26

Tenth United States Civil Service District RECEIVED MAR 9 - 1925 NEW ORLEANS, LA.

**NOMINATION**

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 8th DISTRICT,

New Orleans, La., (City.) March 5th (Date.), 19 25.

COMMISSIONER OF LIGHTHOUSES:

DEPARTMENT OF COMMERCE MAR 10 1925 APPOINTMENT DIVISION

**Action recommended,** Temporary appointment for a period not to exceed three months.

Name, Milton H. Hawes — Legal residence, Texas.

Position, Keeper in the Lighthouse Service. — Salary, $1080 per annum.

Location, Matagorda Light Station, Texas. — Appropriation, Sals.,Kprs. of L.H. G.E.L.H.S.

Effective March 11, 1925. — {~~the actual date of entrance on duty;~~ or as soon thereafter as he enters on duty.

**Former position,** - - - - - - - - - - - — Former salary, - - - - - - -

Location, - - - - - - - - - - -

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

TEMPORARY

**Previous incumbent,** New position. — Services terminated,

Reason, See accompanying letter.

**Members of family in Government Service,** None.

**DATE OF BIRTH:** Sept. 5, 1884.

**Remarks:** Mr. Hawes was assigned to duty as Laborer (acting keeper) in an emergency on February 11, 1925, as reported in accompanying letter.

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

For and in the absence of the Superintendent.

TENTH U.S. CIVIL SERVICE DISTRICT MAR 7 1925 BOARD OF U.S. EXAMINERS

TEMPORARY JOB EMPLOYMENT REGISTER 90

Secretary, TENTH Civil Service District.

First Assistant Superintendent.

Inclosure

BUREAU OF LIGHTHOUSES
WASHINGTON

MAR 9 - 1925

Submitted to the Secretary of Commerce, approved. It is recommended that a temporary additional position of keeper at $1080 per annum, including 45 cents per day commutation of rations, at Matagorda Light Station, Texas, effective March 11, 1925 and to continue for a period not to exceed three months, be authorized, for the reasons stated in the Superintendent's attached letter of March 5, 1925.

APPROVED:

ACTING SECRETARY OF COMMERCE

Acting Commissioner of Lighthouses.

3-10-25

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

11—2314

Ont

Died 9/27/28

MILTON H. HAWES.

MILTON H. HAWES.

LIGHTHOUSES
1925 MAR 18 AM 10 24

March 10, 1925.

The Commissioner of Lighthouses:

For the reasons stated in the Eighth Superintendent's letter of March 5, 1925, and in accordance with the Bureau's recommendation of March 9, 1925, endorsed on nomination from the Eighth Superintendent's nomination for the temporary appointment of Milton H. Hawes, the Department has authorized the temporary additional position of keeper at $1080 per annum at Matagorda Light Station, Texas, for a period not to exceed three months, effective March 11, 1925, or as soon thereafter as Mr. Hawes enters on duty therein.

By direction of the Secretary:

EDW. J. GARDNER,

Acting Chief of Appointment Division.

Hydro
Radio
Engr. Cons.
Mar. Engr.
Personnel
Financial
Law and Prod.
Adm. Asst.
Dep. Comr.
Comr.

P
8th.

MAR 18 1925

Bureau of Lighthouses, Wash., Comm to ____ Post. Be guided accordingly.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NEW ORLEANS, LA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1925 MAR 25 AM 11 54

WJB.

Milton H. Hawes,
cancellation of temp.appt.

OFFICE OF SUPERINTENDENT, 8TH DISTRICT
NEW ORLEANS, LA.

March 23, 1925.

The Commissioner of Lighthouses:

1. Returned herewith, for cancellation, is Certificate of Appointment of Milton H. Hawes as Keeper (temporary) at Matagorda Light Station, Tex., at a salary of $1080 per annum, for a period not to exceed three months from March 11, 1925.

2. At the time Mr. Hawes was nominated Assistant Keeper Iver Bugge was discharged from the Marine Hospital and returned to duty at Matagorda Light Station. This information was not received until after the nomination went forward. The services of Mr. Hawes as Laborer (acting Keeper) terminated at the close of March 2nd and Asst.Keeper Bugge returned to duty on March 3rd.

3. Department letter of March 10, 1925, authorizing the temporary additional position of Keeper at $1080 per annum at Matagorda L.S., Tex., is also returned for cancellation.

E. S. Lamphier.
Superintendent of Lighthouses.

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LGJ Bureau of Lighthouses, Washington, D. C. March 26, 1925.
Incls.

Submitted to Secretary of Commerce recommended for cancellation of authorization and appointment in this case for reasons stated above.

Acting Commissioner of Lighthouses.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NEW ORLEANS, LA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1925 MAR 30 AM 9 02

OFFICE OF SUPERINTENDENT, 8TH DISTRICT
NEW ORLEANS, LA.
March 27, 1925.

WJB.

M.H.Hawes, Laborer,
Matagorda L.S., Tex.

The Commissioner of Lighthouses:

1. The Bureau is informed that M. H. Hawes has been assigned to duty as Laborer (acting keeper) at Matagorda Light Station, Tex., with pay at the rate of $1080 per annum (including rations) on March 24, 1925.

2. Asst. Keeper Iver Bugge, whose resignation has been forwarded to the Bureau with recommendation for acceptance at the close of March 31st, took sick and was unable to continue his duties, leaving the station on the morning of March 24th. He will be granted leave without pay for the period March 24th - 31st incl.

3. M. H. Hawes, Laborer, is an eligible on the Civil Service Register for Assistant Lighthouse Keeper and will be nominated for probationary appointment.

E. S. Lambdin.
Superintendent of Lighthouses.

Hydro
Radio
Engr. Comr.
Mar. Engr.
Personnel
Financial
Law and Prop.
Adm Asst.
Dep. Comr.
Comr.

Bureau of Lighthouses, Washington
MAR 30 1925

Submitted to Secretary of Commerce for his information

J. S. CONWAY
Acting Commissioner of Lighthouses

LIGHTHOUSES
1928 DEC 13 AM 9 22

December 11, 1928

Airways
Surveys
Constrn.
Commun.
Weather
Clerical
Adm. Offcr.
Air Engr.
Chief Engr.
Hydro.
Radio
Engr. Constrn.
Mar. Engr.
Personnel
Finance
Law & Prop.
Adm. Assist.
Dep. Commr.
Commissioner

to go with papers part of his record

Commissioner,
Bureau of Lighthouses,
Department of Commerce,
Washington, D.C.

Sir:

There is transmitted herewith for your information and files, a completed record of physical examination of Lighthouse Keeper Milton H. Hawes, the same having been received in this Bureau attached to a file of correspondence pertaining to claims on account of his hospitalization during September 1928, at the Victoria Hospital, Victoria, Texas.

By direction of the Surgeon General.

Respectfully,

(Signed) F. C. Smith

Assistant Surgeon General
Hospital Division

JCH/OWB/vc
1 incl

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RG EJD Bureau of Lighthouses, Washington, D. C., Dec. 18, 1928.

Referred to Superintendent of Lighthouses, New Orleans, Louisiana, it appearing that this form is properly a part of your files.

H. B. BOWERMAN

Acting Commissioner of Lighthouses.

RETURN THIS CARBON WITH REPLY

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

| Percentage of working time | |
|---|---|
| 60% | The light requires most of the time. Keepers start light about 3/4 hour before sunset so that everything is ready by sunset. Keepers, by turn, watch light from sunset until twelve o'clock and from twelve o'clock until sunrise. |
| 25% | During daylight duties consist of cleaning around station, yard, tower, barn, residences, and tending launch. |
| 15% | Trips ashore for mail and provisions take about eight to ten hours. These trips are made about twice a week, sometimes not so often, sometimes oftener. In charge of station in absence of keeper. |

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

(Temporary questionaire, original to be forw[illegible]

(Signature of Employee)

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

Keeper for third order incandescent oil vapor revolving light. Station isolated, reached by boat, ten miles from nearest post office.

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

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

SEP 22 1928, 1928 — E. S. LANPHIER — SUPERINTENDENT OF LIGHTHOUSES.

(Date) (Signature of Preparing Officer) (Title)

28. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief, the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $ 1200 to $ 1500.

SEP 22 1928, 1928 — E. S. LANPHIER — SUPERINTENDENT OF LIGHTHOUSES.

(Date) (Signature of head of field office or station) (Title)

29. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $ 1200, to $ 1500

SEP 25 1928, 1928 — H. B. BOWERMAN — Acting Commissioner of Lighthouses

(Date) (Signature of head of bureau or his representative) (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1928

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**PERSONNEL CLASSIFICATION BOARD FORM NO. 14—FIELD QUESTIONNAIRE**
(To be filled out in accordance with the instructions given in P. C. B. Forms Nos. 15 and 16)

*Bureau No.* 10 *Sheet No.* 6(b)-60

Space reserved for the use of the Board

1. HAWES — [redacted] (Surname) — [redacted] (Given name) — [redacted] (Initial)

2. Department: Commerce
3. Bureau: Lighthouse
4. Field service: Lighthouse Service
5. (a) Field station: Ketogerdo Light Station
   (b) Subdivision: Eighth Lighthouse District
   (c) City or town: [redacted] State: Texas
6. Pay roll title: Light Keeper
7. Customary office title: Keeper
8. Present administrative allocation: $1200-$1500
9. Present gross rate of pay: $1260
10. Deduction for allowances: $240
11. Net rate paid in cash: $1020

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

13. Describe any other allowance, privilege, or perquisite of value: [redacted]

14. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, state kind and annual cost: [redacted]

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

16. (a) Rate of pay for overtime [redacted] (b) Amount of overtime pay in last 12 months [redacted]

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

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

19. (a) Is the employee in any way directed, supervised, or instructed, or his work reviewed? Yes (b) If so, in what way? (See Form 16 before answering.)
Works under immediate orders of keeper in charge

20. What is the name, official position, and sheet number of the employee's immediate superior?
William H. Holcomb, Keeper, 6(b)-25

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

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

Other education (describe): [redacted]

22. What length and kind of experience or other training did the employee possess upon original entrance into this position which was most qualifying or pertinent?
One year's experience as lookout

10—1856