'26 MAR 10 AM11:54:20

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

Date: 03/06/2026

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
Jarvis, John, F.		1874 VA

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: 1953 VA

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 (VA)		
From: 1898	To: 1924	
(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-~~7122867~~ 7/22919

CMRS Search Request Number(s): Civilian

Attendant Signature:

Remarks: Archival search 3/12

'26 MAR 27 PM12:54:03

SCREENING NOTES

☑ Reviewed and Nothing Removed SRB ☐ 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:

STANDARD FORM 127
APRIL 1952
PRESCRIBED BY GENERAL SERVICES ADMINISTRATION
REG. 3-IV-302.

REQUEST FOR OFFICIAL PERSONNEL FOLDER
(SEPARATED EMPLOYEE)

Submit in duplicate to the Federal Records Center, St. Louis, Mo.

1. DATE OF REQUEST: 6 January 1954

SECTION I—TO BE COMPLETED BY REQUESTING OFFICE

General Services Administration
Records Management Service, Region 6
Federal Records Center
1724 Locust Street
St. Louis 3, Mo.

2. NAME (*Last, first, middle*)	3. NAME UNDER WHICH FORMERLY EMPLOYED FEDERALLY (*If other than item 2*)	4. DATE OF BIRTH
JARVIS, John F.		2-8-74

5. FORMER FEDERAL EMPLOYING OFFICE (*Agency, bureau or equivalent, address, and dates of employment*)

Lighthouse Service, Norfolk, Virginia
Retired 4-31-39

(*If formerly employed by agencies in addition to above, list under item 7*)

6. PERSONNEL FOLDER ACTION (*Check appropriate box*)

- [ ] a. CURRENTLY EMPLOYED. REQUEST TRANSMISSION OF FOLDER COVERING PREVIOUS FEDERAL EMPLOYMENT FOR PERMANENT RETENTION
- [X] b. REQUEST TRANSMISSION OF FOLDER FOR TEMPORARY USE
- [ ] c. CONSOLIDATE ATTACHED PAPERS WITH OFFICIAL PERSONNEL FOLDER PREVIOUSLY FORWARDED

7. REMARKS

This Official Personnel Folder was sent from
The National Archives, Washington, D. C. with
Record Group 26 or 56.

SECTION II—FOR USE BY FEDERAL RECORDS CENTER, ST. LOUIS, MO.

8.

- [ ] a. CONSOLIDATE ATTACHED PAPERS WITH FOLDER PREVIOUSLY FORWARDED
- [✓] b. FOLDER ENCLOSED
- [ ] c. FOLDER NOT LOCATED
- [ ] d. FLAGGED, FOLDER TO BE FORWARDED WHEN LOCATED
- [ ] e. FOLDER PREVIOUSLY REQUESTED IS ENCLOSED
- [ ] f. FOLDER FORWARDED ON A LOAN BASIS IN LIEU OF INFORMATION REQUESTED. IF EMPLOYEE IS REHIRED, FOLDER SHOULD BE RETAINED BY YOUR AGENCY

9. REMARKS

1-11-54 PT

NOTE.—Original will be used as charge-out by Federal Records Center. Duplicate will be returned as transmittal sheet when appropriate.

TO: Chief, Civilian Personnel Division
ADDRESS: U. S. Coast Guard
1300 E Street, N. W.
Washington 25, D. C.
ATTN:

Requesting agency will type name and address of office submitting request in address box. To be used to mail folder or reply.

U. S. GOVERNMENT PRINTING OFFICE 16—66697-1

File 3-2
Federal Records Center
St. Louis - Coast Guard

PS
12 February 1954
P6-2/L16-4

L. L. Smith, Vice President
Farmers Bank of Mathews
Mathews, Virginia

My dear Mr. Smith:

The forms to make claim for final retired pay due the estate of John F. Jarvis, Keeper, former Lighthouse Service, now United States Coast Guard, Retired, have been received in this office.

It is noted in your letter of 28 January 1954 that a copy of the death certificate of Mr. Jarvis was submitted to Headquarters with your letter of 29 December 1953. However, as of this date this office has not received the letter or the death certificate.

In order that our records may be complete, it is requested that a copy of the death certificate be forwarded to Commandant (PS) as soon as possible.

Very truly yours,

2/12/54
B. V. BALL
Lieutenant Commandant, USCGR
Special Services Division
By direction of the Commandant

MJM:aom rm 2111 2-4

mjm.

PC
11 February 1954

Director, Claims Service
Veterans Administration District Office
Philadelphia, Pennsylvania

Dear Sir:

Reference is made to your Form 3102, dated 1 February 1954 in which you requested certain information concerning Mr. John F. Jarvis.

The record of this office shows that Mr. Jarvis served continuously at various Light Stations in the former Lighthouse Service from 5 September 1898 to the close of 30 April 1939 when he retired. Mr. Jarvis' entire service was in a civilian capacity and did not therefore grant him veteran's preference. The central office of the VA was so advised in a letter dated 15 January 1954.
Your Form 3102 is herewith returned and your attention is invited to the indorsement thereon in the block under "Chief, Medical Office of the U. S. Coast Guard".

Sincerely yours,

H. L. MORGAN
Chief, Civilian Personnel Division
By direction of the Commandant

DTConner/ebr Return to 3-2 Date mailed FEB 12 1954

REQUEST FOR INFORMATION FROM

NAVY ☐ MARINE ☐ COAST GUARD ☒

FORMS ON RECORD		DATA REQUESTED	
553	78	MEDICAL	SERVICE
☐	☐	☒	☒

1. C-No. XC 18 068 065

2. ORIGINATING UNIT: VA District Office

3. LOCATION OF REQUESTING OFFICE: Philadelphia

4. TYPE OF CLAIM: Death

5. LAST NAME—FIRST NAME—MIDDLE INITIAL (UNDER WHICH SERVED): JARVIS, John Franklin (Francis)

6. SERIAL OR FILE NO.:

7. DATE: 2-1-54

8. HOME ADDRESS (STREET, CITY, STATE): Deceased

9. DATE OF BIRTH: 2-8-74

10. PLACE OF BIRTH: Mathews, Va.

11. CONVERTED INSURANCE NO.: K-

12. NAT'L SERV. LIFE INSURANCE NO.: N-

13. DATE OF DEATH: 11-29-53

14. DATE(S) OF ENROLLMENT(S) OR ENLISTMENT(S):

15. DATE(S) AND PLACE(S) OF ENTRY INTO ACTIVE SERVICE: WW1

16. DATE(S) AND STATION(S) OF ACTUAL DISCHARGE FROM SERVICE: Light House Keeper, at Tues Marshes Light, Yorktown, Virginia.

17. IF NOT DISCHARGED, INDICATE DATE(S) AND STATION(S) FROM WHICH RELEASED FROM ACTIVE DUTY:

18. CHARACTER OF DISCHARGE:

19. LAST RANK OR RATING:

DO NOT WRITE OR TYPE IN MARGIN

ALLEGED DISEASE OR INJURY, DATE OF INCURRENCE, DATE(S) AND STATION(S) OF TREATMENT

ADDITIONAL

Paul E. Hussey

BY PAUL E. HUSSEY Director, Claim Service
2003 (NAME AND TITLE)

FROM (CHECK WHICH): ☐ CHIEF, BUREAU OF NAVAL PERSONNEL. ☐ COMMANDANT, U.S. MARINE CORPS. ☐ COMMANDANT, U.S. COAST GUARD.

FA: atb #19

(CHECK ONE) ☐ ALL ITEMS CORRECT. ☐ ALL ITEMS CORRECT EXCEPT:

(DATE FORWARDED) BY (NAME AND TITLE)

FROM (CHECK WHICH): ☐ CHIEF OF BUREAU OF MEDICINE AND SURGERY. ☒ CHIEF MEDICAL OFFICER OF THE U. S. COAST GUARD.

1. PHOTOSTATIC COPY OF MEDICAL RECORD IS ENCLOSED.

2. Please be advised that records on file at this office donot indicate that the deceased ever received amy medical treatment or a physical examination upon appointment in or retirement from the U.S. Light House Service.

FEB 10 1954 (DATE RETURNED TO VETERANS) BY T. LE BLANC, (NAME AND TITLE) CDR, USCG.

VA FORM JAN 1946 3102 SUPERSEDES FORMS 3103 AND 3104. PREVIOUS EDITIONS MAY BE USED.

16—47305-1 U. S. GOVERNMENT PRINTING OFFICE

FEB 4 1954

REQUEST FOR INFORMATION FROM

NAVY ☐ MARINE ☐ COAST GUARD ☒

FORMS ON RECORD		DATA REQUESTED		1. C-No.
553	78	MEDICAL	SERVICE	
☐	☐	☒	☒	XC 18 068 065

2. ORIGINATING UNIT	3. LOCATION OF REQUESTING OFFICE	4. TYPE OF CLAIM
VA District Office	Philadelphia	Death

5. LAST NAME—FIRST NAME—MIDDLE INITIAL (UNDER WHICH SERVED)	6. SERIAL OR FILE No.	7. DATE
JARVIS, John Franklin (Francis)		2-1-54

8. HOME ADDRESS (STREET, CITY, STATE)	9. DATE OF BIRTH
Deceased	2-8-74

10. PLACE OF BIRTH	11. CONVERTED INSURANCE No.	12. NAT'L SERV. LIFE INSURANCE No.	13. DATE OF DEATH
Mathews, Va.	K-	N-	11-29-53

14. DATE(S) OF ENROLLMENT(S) OR ENLISTMENT(S)	15. DATE(S) AND PLACE(S) OF ENTRY INTO ACTIVE SERVICE	16. DATE(S) AND STATION(S) OF ACTUAL DISCHARGE FROM SERVICE
	WWI	Light House Keeper, at Tues Marshes Light, Yorktown, Virginia.

17. IF NOT DISCHARGED, INDICATE DATE(S) AND STATION(S) FROM WHICH RELEASED FROM ACTIVE DUTY	18. CHARACTER OF DISCHARGE	19. LAST RANK OR RATING

DO NOT WRITE OR TYPE IN MARGIN

ALLEGED DISEASE OR INJURY, DATE OF INCURRENCE, DATE(S) AND STATION(S) OF TREATMENT

ADDITIONAL

BY PAUL E. HUSSEY Director, Claim Service
2003 (NAME AND TITLE)

FROM (CHECK WHICH): ☐ CHIEF, BUREAU OF NAVAL PERSONNEL. ☐ COMMANDANT, U.S. MARINE CORPS. ☐ COMMANDANT, U.S. COAST GUARD.

FA: atb 1/19

(CHECK ONE) ☐ ALL ITEMS CORRECT. ☐ ALL ITEMS CORRECT EXCEPT:

(DATE FORWARDED) BY (NAME AND TITLE)

FROM (CHECK WHICH): ☐ CHIEF OF BUREAU OF MEDICINE AND SURGERY. ☒ CHIEF MEDICAL OFFICER OF THE U. S. COAST GUARD.

1. PHOTOSTATIC COPY OF MEDICAL RECORD IS ENCLOSED.

2. Please be advised that records on file at this office dont indicate that the deceased ever received any medical treatment or a physical examination upon appointment in or retirement from the U.S. Light House Service.

FEB 10 1954 (DATE RETURNED TO VETERANS) BY T. LE BLANC, (NAME AND TITLE) CDR, USCG.

VA FORM 3102 JAN 1948 SUPERSEDES FORMS 3103 AND 3104, PREVIOUS EDITIONS MAY BE USED.

16—47305-1 U. S. GOVERNMENT PRINTING OFFICE

United States Civil Service Commission
Retirement Division
Washington 25, D. C.

The requested information is furnished below as indicated by checked box:

☐ Form 2806 covering service claimed forwarded to the Civil Service Commission:

DATE FORM 2806 FORWARDED	REGISTER OF SEPARATIONS NO.
NAME AND DATE OF BIRTH SHOWN ON FORM 2806	

☐ No record of employment in this department or agency.

☐ Form 2806 cannot be forwarded. Employee on furlough until

(DATE)

☒ Employee not subject to the Retirement Act:

FROM	TO
REASON FOR SEPARATION	

Remarks: Mr. John F. Jarvis retired under the provisions of the U. S. Lighthouse Retirement Law and your office has been requested to mail the widow Form RET 46-156, Application for Widow's Annuity Lighthouse Service.

(AUTHORIZED CERTIFYING OFFICER)

H. L. MORGAN
Chief, Civilian Personnel Division
By direction of the Commandant
U. S. Coast Guard
(TITLE)

20 January 1954
(DATE)

U. S. GOVERNMENT PRINTING OFFICE 16—67999-2

JSRountree:dtc Return to 3-2 DATE MAILED:

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

January 8, 1954

Chief, Civilian Pers. ~~Section~~ Division
U. S. Coast Guard
Treasury Department
Washington 25, D.C.

DRC:NH:rmr
CSF 253 758

REQUEST FOR INDIVIDUAL RETIREMENT RECORD (STANDARD FORM 2806)

NAME (Last)	(First)	(Middle)	DATE OF BIRTH
Jarvis	John	F.	2/8/1874

OTHER NAMES UNDER WHICH EMPLOYED

POSITION: Lighthouse Keeper

SERVICE CLAIMED IN CONNECTION WITH AN APPLICATION FOR

☐ ANNUITY ☒ DEATH BENEFITS ☐ REFUND ☐ SERVICE CREDIT

PERIODS OF SERVICE FOR WHICH A 2806 IS REQUESTED

BEGINNING DATE	ENDING DATE	DEPARTMENT OR AGENCY	LOCATION
	11/29/53*	U. S. Coast Gd. Service	

REMARKS: * Date of death as shown on certified death certificate.

Please attach this form to the 2806 forwarded. If Form 2806 is not submitted, please check one of the boxes on the reverse side of this form and furnish information as required.

RETIREMENT DIVISION.

16—61990-2

RET 47-62
FEBRUARY 1952

PS
20 January 1954
P6-2

Mrs. Maude Millen Jarvis
Susan, Virginia

My dear Mrs. Jarvis:

Information has been received at Coast Guard Headquarters of the death of your husband, John F. Jarvis, Keeper, former Lighthouse Service, now United States Coast Guard, Retired, on 29 November 1953. Please accept my sincere sympathy.

It is requested that a certified copy of the certificate of death be forwarded for our records.

At the time of death there was due the estate of your husband final retired pay. This retired pay ceases at death and there is no law providing for the continued payment of any part thereof to surviving dependents. The forms necessary to effect settlement of the final pay are herewith enclosed.

If there will be no legal representative to administer the estate of your husband, the next of kin, or the person who paid, or will pay the funeral expenses should execute the enclosed Forms No. 1055, claim for the final pay, in the presence of two witnesses, taking care to answer all questions as checked. If a representative is appointed, a copy of the Court Order showing the appointment should be attached to Forms No. 1055. If the funeral expenses have been paid, a bill receipted by the undertaker should be forwarded, otherwise, the undertaker should sign the enclosed waiver form. This information is necessary to support the claim for the final retired pay.

In the event you have in your possession any uncashed retired pay checks, these should be returned to Coast Guard Headquarters for settlement with the claim for retired pay due on date of death.

When the enclosed forms have been completed, return them to Coast Guard Headquarters in the enclosed pre-addressed envelope which requires no postage.

Very truly yours,

B. V. BALL
Lieutenant Commander, USCGR
Special Services Division
By direction of the Commandant

Encl.
1. Form No. 1055
2. Waiver
3. Envelope

MJM:jp Return to room 2111 Sta. 2-4

DEPARTMENT OF COMMERCE
OFFICE OF PERSONNEL ADMINISTRATION
WASHINGTON 25

PC
15 January 1954

Mr. T. Croxton Boughan
Area Director, Division of War Veteran's Claims
State Bank Building
West Point, Virginia

Dear Sir:

Reference is made to your letter dated 23 December 1953 in which you requested certain information concerning Mr. John F. Jarvis.

The record of this office shows that Mr. Jarvis served continuously at various Light Stations in the former Lighthouse Service from 5 September 1898 to the close of 30 April 1939 when he retired. Mr. Jarvis' entire service was in a civilian capacity and did not therefore grant him veteran's preference.

Sincerely yours,

H. L. MORGAN
Chief, Civilian Personnel Division
By direction of the Commandant

DTConner

Return to 3-2

JAN 15 1954
DATE MAILED:

DEPARTMENT OF COMMERCE
OFFICE OF PERSONNEL ADMINISTRATION
WASHINGTON 25

3-2
3-11

January 4, 1954

Mr. T. Croxton Boughan
Area Director, Division of War Veterans' Claims
State Bank Building
West Point, Virginia

Dear Mr. Boughan:

This will acknowledge receipt of your letter of December 23 in which you request information concerning naval service performed by the late John F. Jarvis during World War I at Tues Marshes Lighthouse.

I regret that we are unable to comply with your request as the Lighthouse Service, including all personnel and records, formerly under the jurisdiction of this Department, were transferred to the United States Coast Guard, Treasury Department, on July 1, 1939, and is now operating under that agency.

I am, therefore, forwarding your communication to the Commandant, United States Coast Guard, Treasury Department, Washington 25, D. C., for appropriate action.

Sincerely yours,

John F. Lukens

John F. Lukens
Acting Director of Personnel

cc: The Commandant
United States Coast Guard
Treasury Department
Washington 25, D. C.

COMMONWEALTH OF VIRGINIA

HARRY F. CARPER, JR., DIRECTOR
DIVISION OF WAR VETERANS' CLAIMS
C/O VETERANS ADMINISTRATION
ROANOKE, VIRGINIA

OFFICE OF:
T. CROXTON BOUGHAN, AREA DIRECTOR
STATE BANK BUILDING
WEST POINT, VIRGINIA
TELEPHONE: 187

DEPARTMENT OF LAW

December 23, 1953

Department of Commerce
Division of Personnel
Washington, D. C.

Last address: Susan, Va.

Gentlemen:

Mr. John F. Jarvis, formerly of Susan, Mathews County, Virginia was keeper of Tues Marshes Light located just below Yorktown, Virginia during World War I and it is my understanding that certain parts of the Light House Service was taken over by the United States Navy during World War I.

We are assisting his widow, Mrs. Maude M. Jarvis in the execution of an application for Widow's Pension from the Veterans Administration and it would be greatly appreciated if you would send me in the self-addressed and stamped envelope any records that might be available to you showing that the late Mr. Jarvis had served in the United States Navy during World War I even though his entire services during this time was on Tues Marshes Light.

Thanking you for any assistance that you might give me with this, I am

Sincerely yours,

T. Croxton Boughan

T. Croxton Boughan
Area Director

TCB:jrm
1 Encl:

PC
15 January 1954

Central Office
U. S. Veterans Administration
Washington 25, D. C.

Attn: Mrs. Barnard, Room 311

Dear Sir:

Reference is made to your telephonic request in which you requested certain information concerning Mr. John F. Jarvis.

The record of this office shows that Mr. Jarvis served continuously at various Light Stations in the former Lighthouse Service from 5 September 1898 to the close of 30 April 1939 when he retired. Mr. Jarvis' entire service was in a civilian capacity and did not therefore grant him veteran's preference.

Sincerely yours,

PC
15 January 1954

Central Office
U. S. Veterans Administration
Washington 25, D. C.

Attn: Mrs. Barnard, Room 311

Dear Sir:

Reference is made to your telephonic request in which you requested certain information concerning Mr. John F. Jarvis.

The record of this office shows that Mr. Jarvis served continuously at various Light Stations in the former Lighthouse Service from 5 September 1898 to the close of 30 April 1939 when he retired. Mr. Jarvis' entire service was in a civilian capacity and did not therefore grant him veteran's preference.

Sincerely yours,

H. L. MORGAN
Chief, Civilian Personnel Division
By direction of the Commandant

JAN 15 1954

DTConner PDC

Return to 3-2

DATE MAILED:

Statement of Service

Jarvis, John Franklin (Mrs. Barnard.)

DOB-2-8-74

Mathews Va.

Died 11-29-53

CH. WW I

Keeper - Ives Marshes.

Yorktown, Va.

Vets Admin
Rm 311 Central Off
139 - 205-8

TREASURY DEPARTMENT
U. S. COAST GUARD
CGHQ-9964 (Rev. 5-50)

REPORT OF DEATH

OF PERSONS OTHER THAN THOSE CARRIED AS MISSING

To: Chief, Office of Finance and Supply

DATE 6 January 1954

NAME	SERVICE NO.	GRADE OR RATING
JARVIS, John F.	FLHS None	Keeper Retired
DATE OF RECEIPT OF EVIDENCE OF DEATH: 31 December 1953	ESTABLISHED DATE OF DEATH: 29 November 1953	

Information concerning death of the above-listed person has been received reporting established date of death as herein set forth.

R. J. BORROMEY, CAPTAIN, USCG
Chief, Special Services Division

~~Chief, Military Morale Division~~

B6810

PS
23 December 1953
P6-2

Postmaster
Susan, Virginia

JARVIS, John F., (FLHS) Keeper, Retired
Susan, Virginia

Dear Sir:

A check mailed to John F. Jarvis, Keeper, former Lighthouse Service, now United States Coast Guard, Retired, has been returned to Coast Guard Headquarters marked "Deceased". Inasmuch as official proof of his death has not been received, it will be greatly appreciated if you will assist this office by forwarding a verification of the date and place of his death, as well as the name, relationship, and address of his legal next of kin.

A pre-addressed envelope which requires no postage is enclosed for your convenience.

Very truly yours,

B. V. BALL
Lieutenant Commander, USCGR
Special Services Division
By direction of the Commandant

Encl.
Envelope

MJM:jp Return to room 2111 Sta. 2-4

✓ 1339

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 - MAR 18 1940

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION

John K. Jarvis — Va.
(Name) (Legal Residence)

STATUS — DATE OF BIRTH 2-8-1874

DESIGNATION	ACTION	SALARY	BUREAU-SERVICE-STATION	DATE OF EFFECT
2d Asst Keeper	Transferring	450	LH - Cape Charles Sta Va	July 1, 1903
1st "	Transf	"	" Smith Pt Va	Oct 22, 1903
Keeper	"	576	" Tangier Island Va	Jan 20, 1906
"	"	600	" Newport News Middle Gr Va	Sept. 1, 1906
"	"	575	" Tree Harbor Sta Va	May 20, 1908
"	Change	50 per	" "	July 1, 1908
"	"	600 pa	" "	July 1, 1912
"	Incr.	960	" "	Mar 1, 1918
"	"	1020	" "	Feb 21, 1924
"	Read of Pay	1260	" "	July 1, 1924
"	"	1500	" "	Feb. 1, 1925
"	Inc in Comp	1560	" "	July 1, 1925
"	INCREASE IN COMPENSATION	1620	" "	JAN 1 1927
"	COMPENSATION Act. May 28, 1928	1680	" "	JUL 1 1928
"	COMPENSATION Act. July 3, 1930	1740	" "	JUL 8 1930
"	Trans (73A)	1740	L.H. Sch Dist Pages Rock Ft.	6-1-38
Retired (Optional) Close of 4-30-39 - Annuity of $1305.00				

May 16, 1939.

Mr. John F. Jarvis,
Through the Commissioner of Lighthouses.

Sir:

My attention has been called to the fact that you retired from the Lighthouse Service at the close of April 30, 1939. The records show that your service has been very creditable and this should be a source of comfort in the future.

My good wishes go with you for long life and health and happiness.

Very sincerely yours,

MAY 19 1939
HARRY L. HOPKINS

Secretary of Commerce.

Mailed MAY 19 1939 by V

Mildred E. Pedersen:P

May 13, 1939.

Mr. John F. Jarvis,

Through the Commissioner of Lighthouses.

Sir:

In accordance with the provisions of Section 6 of the Act approved June 20, 1918, and upon recommendation of the Commissioner of Lighthouses, the Department has retired you from duty in the Lighthouse Service (Fifth District), with retired pay at the rate of $1,305 per annum, effective at the close of April 30, 1939.

By direction of the Secretary:

Respectfully,

CARDED

(Signed) Oliver C. Short

OLIVER C. SHORT
Director of Personnel.

MAY 19 1939

DIVISION OF PERSONNEL
ENTERED ON JOURNAL
JUN 3 1939
SHEET NO. 39-92
DEPARTMENT OF COMMERCE

P

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 9a)

Name John F. Jarvis Date of birth February 8, 1874

Designation Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

(Including military, naval, and civilian service. Each department, branch, or independent office in which applicant served in a civilian capacity should be listed separately)

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment in Lighthouse Service, Fifth District.							
Seaman	Feb.	18	1897	Sept.	4	1898	
Keeper	Sept.	5	1898	April	30	1939	
Total service		42 years, 2 months, 13 days					

Does applicant receive or has he applied for a pension from the Government under any law? No If so, give number of pension certificate or of claim: —

Amended to include qtrs. as result Comp. Gen. Dec. B-70029 dated 10-23-47.

STATEMENT BY FISCAL YEARS OF BASIC PAY RECEIVED DURING LAST FIVE YEARS OF ACTIVE SERVICE IMMEDIATELY PRECEDING EFFECTIVE DATE OF RETIREMENT

(Compute service on basis of 30 days a month. Do not include periods of leave without pay, rations, quarters, or other allowance)

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
Pay	May	1	1934	Apr.	30	1939	5 yrs.	total	8700.00 ✓
Quarters	"	"	"	"	"	"	"	60.00	300.00
									9000.00 ✓

Total compensation for last five years of active service $9000.00 ✓

Average compensation for last five years of active service $1800.00

Annual rate of retired pay ($1800.00 × years 30 ÷ 40) = $1350.00 ✓
(Not exceeding 30)

FES JAA

U. S. GOVERNMENT PRINTING OFFICE 16—35893-1

Does applicant receive or has he applied for compensation under the War Risk Insurance Act? No If so, give number of claim: --

Does applicant receive or has he applied for compensation under the Federal Compensation Act, as amended? No

If so, state the compensation received: --

STATEMENT BY FISCAL YEARS OF BASIC PAY RECEIVED DURING LAST FIVE YEARS OF ACTIVE SERVICE IMMEDIATELY PRECEDING EFFECTIVE DATE OF RETIREMENT

(Compute service on basis of 30 days a month. Do not include periods of leave without pay, rations, quarters, or other allowance)

Designation	Beginning			Ending			Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year		
Keeper	May	1	1934	June	30	1934	$1740.	$ 290.00
	July	1	1934	June	30	1935	"	1740.00
	July	1	1935	June	30	1936	"	1740.00
	July	1	1936	June	30	1937	"	1740.00
	July	1	1937	June	30	1938	"	1740.00
	July	1	1938	April	30	1939	"	1450.00

Total compensation for last five years of active service $8,700.00

Average compensation for last five years of active service 1,740.00

Annual rate of retired pay ($ 1,740.00 × years 30 ÷ 40) = $1,305.00
(Not exceeding 30)

U. S. GOVERNMENT PRINTING OFFICE: 1931 11—10551

LIGHTHOUSES

Form 9

DEPARTMENT OF COMMERCE

APR 29 9 01 AM '39

LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
MAY 3 1939
DIVISION OF PERSONNEL

np

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 9a)

DEPARTMENT OF COMMERCE

Date April 28, 1939

1939 MAY 2 PM 3 10

Superintendent of Lighthouses,

Fifth District

Norfolk, Va.
(City)

CHIEF CLERK

DEPARTMENT OF COMMERCE
MAY 8 1939
DIVISION OF PERSONNEL

I hereby apply for retirement from active duty in the Lighthouse Service effective May 31, 1939, on the basis of service shown hereon.

(JARVIS)

John F. Jarvis
(Name)

Keeper, Duncan Va.
(Designation)

LMF

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

City Norfolk, Va. *Date* April 28, 1939

Submitted to Commissioner of Lighthouses, Washington, D. C., recommending retirement at $1,305.00 per annum, effective at the close of Febr April 30, 1939.

It is certified that the record of service and pay shown on Page 2 is correct as shown by the records of this office, and that all Government service shown has been verified.

N. C. Manyon,
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES, *Washington, D. C.*, April 29, 1939

Submitted to the Secretary of Commerce, recommending approval, in accordance with the Act of June 20, 1918, providing for retirement from active duty in the Lighthouse Service.

O. P. Harman
Acting *Commissioner of Lighthouses.*

FOR USE OF DEPARTMENT

11—10551

Optional Retirement
age 65
42 yrs service

Action O. K.
Chief Clerk

Form 73 a

LL

LIGHTHOUSES
JUN 14 8 39 AM '38

REPORT OF TRANSFER OF APPOINTEE

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
JUL 2 1938
DIVISION OF PERSONNEL

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 5th DISTRICT,

Norfolk, Va., June 13, 1938

COMMISSIONER OF LIGHTHOUSES:

It is proposed to transfer the following-named employee as indicated, on or about June 1, 1938
(See instructions on reverse side)

Name, John F. Jarvis — Position, Keeper

From Tue Marshes Lt. Sta., Va. — To Pages Rock Lt. Sta., Va.

Salary and range, $1740 ($1560-1920) — Salary and range, $1740 ($1560-1920)

Previous incumbent and pay, -- Himself

Services terminated, -- — Reason, Switching personnel and positions of the two stations in accordance with Bu. letter 6/7/38.

N. C. Manyon,
Superintendent of Lighthouses.

Norfolk, Va., June 13, 1938

The above-referred-to transfer became effective beginning with June 1, 1938
(Enter effective date in this space if transfer has been actually completed)

N. C. Manyon,
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

July 1, 1938

Submitted to the Secretary of Commerce for his information, attention being invited to the Department's approval on June 1 of the exchange in complements of the Tue Marshes and Pages Rock Light Stations, this form being submitted in the case of each employee, for record purposes.

CARDED

For the Commissioner:

Chief of Personnel Division.

11—11251 U. S. GOVERNMENT PRINTING OFFICE: 1934

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 3, 1930.

J.F. Jarvis

Through the Commissioner of Lighthouses.

Sir:

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

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED JUL 9 1930 ON JOURNAL DEPARTMENT OF COMMERCE

CARDED

From: 1680

To: 1740

5th Keeper

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

Mr. John F. Jarvis.

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: $1620

To: $1680

11—9504

L

APPOINTMENT DIVISION ENTERED JUL 2 1928 ON JOURNAL DEPARTMENT OF COMMERCE

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE February 23, 1927

OFFICE OF SUPT, 5th DISTRICT,
Baltimore, Md.

Commissioner of Lighthouses,
Washington, D. C. 2-8-27.

Subject: Transfers and promotions.

1. Below is report for month of JANUARY of transfers, promotions and demotions made in this district which do not require oaths, including transfers made by Form 73a, with necessary data required by the Department in connection thereto:

NAME	POSITION	SALARY	NATURE OF CHANGE	Letter Date	Effec date of change
JARVIS, JOHN F.	KEEPER	$1620	INCREASE	1/1/27	1/1/27

/s/ King
Superintendent of Lighthouses.

SEE LETTER OF FEBRUARY 8, 1927, in file of STAUBLY, L.H.

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

January 1, 1927.

Mr. John F. Jarvis,

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: $1560 per annum.

To: $1620 per annum.

Service and grade: Field.

Appropriation (unit):

APPROVED BY THE ACTING SECRETARY 1/11/27

FILE 1093/1

C

5

APPOINTMENT DIVISION ENTERED JAN 14 1927 ON JOURNAL DEPARTMENT OF COMMERCE

CARDED

GOVERNMENT PRINTING OFFICE 11—9051

CROSS REFERENCE

SEE FILE--464/16/D #1

NAME Jarvis, John F. POSITION Keeper

BUREAU BUREAU OF LIGHTHOUSES STATION 5th Dist

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

BASE PAY	Bonus	Total	Allowances Items	Value	Aggregate	As Classified for estimate purposes Service	Grade	Pay	Recommendations regarding differential from standard rates Is differential recommended	Amt. per annum to be Added	Subtracted
960	240	1200	CR	164.25	1364.25	LHS	5	1380	yes	60	

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

approv $1440

GRADE RECOMMENDED 6

RANGE OF COMPENSATION RECOMMENDED FROM $1440 TO $1680

16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:

Kind of equipment Uniform; annual cost, $ Est. $20.

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

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

(b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4

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

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

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

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

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

Percentage of total time given to each task

WATER STATION

1. Operating 5th order light and bell fog signal.
2. Keeping the station painted and clean.
3. Keeping the machinery and small boats in order.
4. Keeping station records and preparing reports.
5. Going for mail and provisions.
6. Observing aids to navigation and conditions of weather.
7. Preparing meals and keeping rooms clean.

*This employee is located at a Water Station and allowances marked X do not apply to his family who must live ashore.

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

137
Sheet No. ____
2—12758

DO NOT WRITE IN THIS SPACE			
	a		
	b		
	c		
	d		

1. Jarvis (Surname) John (Given name) F (Initial)
2. Department Commerce
3. Bureau Lighthouse
4. Field Service Fifth Lighthouse District
5. (a) Field Station The Marshes L.S.
   (b) Subdivision Va.
   (c) City or town Light Keeper State
6. Pay-roll title Keeper
7. Customary office title

8. (a) Number of regular working hours of the position, per day Avg. about 15; per week 105
   (b) If this is not a full-time position, state percentage of time employed per day ____; or per week ____
   (c) If night work, wholly or in part, state the hours: From 1/2 of time from sunset m. to sunrise m.
9. If this is not an all-year-round position, state approximate number of days employed each year ____
   During what months ____
10. If the employee receives compensation from any other branch of the Federal Government, or from any city, county, or State government, state the position held and the compensation ____
11. Present rate of pay, exclusive of bonus $ 960. per annum; bonus, $ 240. per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ None per ____; bonus, $ ____ per annum.
13. If the employee receives overtime pay, state the rate ____
14. Title of appropriation or fund from which basic compensation is paid Salaries, Keepers of Lighthouses
15. Indicate by an "X" in the proper box any of the following allowances received, in addition to salary or wages: ☐ Quarters; ☒ 3 meals per day; ☐ 2 meals per day; ☐ 1 meal per day; ☐ Subsistence or rations in kind; ☐ Uniform; ☐ Laundry; ☒ Fuel $165.25; ☐ Light 45¢ per diem allowance in lieu of rations.
    If deductions are made for any of these items, state which items and the amounts per annum ____
16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:
    Kind of equipment Uniform; annual cost, $ Est. $20.
17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
    (a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☒ 7 ☐ 8
    (b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3
    (d) College: Name ____; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (e) Post graduate work: Kind ____; years ☐ 1 ☐ 2 ☐ 3
    (f) Correspondence courses: Kind ____; number of lessons ____; number completed ____

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

Percentage of total time given to each task

WATER STATION

1. Operating 5th order light and bell fog signal.
2. Keeping the station painted and clean.
3. Keeping the machinery and small boats in order.
4. Keeping station records and preparing reports.
5. Going for mail and provisions.
6. Observing aids to navigation and conditions of weather.
7. Preparing meals and keeping rooms clean.

*This employee is located at a Water Station and allowances marked X do not apply to his family who must live ashore.

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

Keeper is in full charge of station and is largely governed in the performance of his duties by letters from the District office and by a book of Instructions to Employees. Frequently placed on his own responsibility saving life and property under stress of weather. Station are usually in isolated localities where the personnel must act in emergency without reference to superior officers.

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

This employee ranks first at this station and he regularly has one employee under him.

21. How long have the employee's duties been substantially as described above? Since May 20, 1908.

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

May 25, 1923. (Date) — G. D. King (Signature of Preparing Officer) — Supt. of Lighthouses (Title)

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

(Signature of Employee)

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

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

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

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

Technical Education: If essential, kind and extent ----------

Experience: If essential, kind and extent ----------

25. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete. In my judgment the compensation of this position should be in a range from $ 1140. to $ 1500. exclusive of allowances mentioned in question 18.

May 25, 1923. (Date) — G. D. King (Signature of head of field office or station) — Supt. of Lighthouses. (Title)

GOVERNMENT PRINTING OFFICE 2—12758

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1925.

Mr. John F. Jarvis,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 1500 per annum to $ 1560 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,

EDW. J. GARDNER,
Acting Chief of Appointment Division.

11—8074

H
5th

CARDED

APPOINTMENT DIVISION ENTERED JUL 16 1925 ON JOURNAL DEPARTMENT OF COMMERCE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 31, 1925.

Mr. John F. Jarvis,

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.

Position: Keeper.

Salary: $1500.

Appropriations: Salaries, Keepers of Lighthouses.
General Expenses, Lighthouse Service.

EK

5th

APPOINTMENT DIVISION
FEB 5
DEPARTMENT OF COMMERCE
WASHINGTON, D. C.

CARDED

FEB 5 - 1925

(CROSS REFERENCE)

Jones John T. In accordance with authority of the Director of the Budget dated June 27, 1924, the salary is re-adjusted to $ 1260, effective July 1, 1924.

For authorization see letter dated JUL 23 1924 File No. 1095/21.

(CROSS REFERENCE)

March 6, 1924. Bureau of Lighthouses advises the Department of the following change in the personnel of the 8th Lighthouse district:

Name	Position	Salary	Nature of Change	Letter Date	Effec. Date of Change
Jarvis, J.F.	Keeper	$1020	Increase	1/23/24	2/21/24

See file of A. B. Mase.

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON January 23, 1924.

Mr. John F. Jarvis,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $960 per annum to $1020 per annum, effective February 16, 1924, or as soon thereafter as you enter on duty (including $60 per annum longevity pay.)

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,

[illegible]

Acting Chief of Appointment Division.

11—8074

APPOINTMENT DIVISION
JAN 25 1924
DEPARTMENT OF COMMERCE

C
G
5th

CARDED

Form 73
ICA

NOMINATION

CHIEF CLERK

LIGHTHOUSES

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1924 JAN 24 AM 11 04

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT.

1924 JAN 23 AM 8 46

Baltimore, Md., (City.) January 22, 1924. (Date.) 19

DEPARTMENT OF COMMERCE JAN 23 1924 APPOINTMENT DIVISION.

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Increase in pay

Name, John F. Jarvis — Legal residence, Virginia

Position, Keeper — Salary, $1020. p.a. incl. $60. longv.

Location, Tue Marshes Light Station, Va. — Appropriation, Salaries, Keepers of Lighthouses

Effective February 16, 1924. — ~~the date he reports for duty~~, or as soon thereafter as he enters on duty.

DEPARTMENT OF COMMERCE JAN 23 1924 APPOINTMENT DIVISION.

Former position, Keeper — Former salary, $960. p.a. (incl. $60. longv.)

Location, Tue Marshes Light Station, Va.

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

Previous incumbent, Himself — Services terminated,

Reason, This increase is recommended as the care of Sedger Creek Light (York River) will be given the keepers of this station. See Form 80 dated June 6, 1923.

Members of family in Government Service, None

Date of birth, February 8, 1874

Remarks:

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

APPOINTMENT DIVISION JAN 23 1924 DEPARTMENT OF COMMERCE

1/23/24

H. D. King

Secretary, Civil Service District. — Superintendent of Lighthouses.

9

BUREAU OF LIGHTHOUSES
WASHINGTON

JAN 23 1924

Submitted to the Secretary of Commerce, approved. It is recommended that the base pay of this position be increased from $900 to $960 per annum, for the reason stated by the Superintendent above, effective February 16, 1924.

646

APPROVED:

Walter Drake
ACTING SECRETARY OF COMMERCE.

J. S. CULLINAN
Acting Commissioner of Lighthouses.

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

11—2314

Hol-EK

APPOINTMENTS

1921 JUL 1 PM 3 07

JUN 30 1921

Sir:

Referring to report of assistance rendered by you on June 18, 1921, in sending a message for aid for the motor launch from the Naval Air Station, which was sighted by you in distress about one-half mile east of the light station, the Department is pleased to commend you for the assistance rendered and for your prompt action on this occasion, which will be noted on the records as part of your official history.

Respectfully,

C.H. HUSTON.

Secretary of Commerce.

John F. Jarvis, Keeper,
Tue Marshes Light Station, Va.
(Through Commissioner of Lighthouses).

LIGHTHOUSES---Appointment Division's files

Exact copy as signed by

Mailed JUL -1 1921 by

NOTICE OF CHANGE IN SALARY
KEEPERS -- LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

November 14, 1918.

r. John F. Jarvis,
M

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $600 per annum to $960 per annum effective November 1, 1918. (The above rate of pay includes longevity pay of $60.)

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.

R
Ho

OR BASIS OF THIS ACTION SE
ETTER DATED 10-17-18
N FILE OF 1096-5

CANCELED

APPOINTMENT DIVISION
TELEGRAPH
NOV 15 1918

USE TYPEWRITER. SEE INSTRUCTIONS ON BACK.

UNITED STATES
BUREAU OF EFFICIENCY.
FORM 8.

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

MAKE NO ENTRIES IN THIS COLUMN.

LIGHT
NOV 14 1916
HOUSES

RECORD OF CIVIL EMPLOYEE.

JULY 1, 1916.

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

Jarvis, John F.

2. Department:

Commerce

3. Bureau, office, or service:

Lighthouse Service, 5th Dist.

4. Designation of position:

Keeper

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

6. Annual earnings:

$600.

7. Kind of appropriation:

LS

8. Present rate of pay:

$ AS

9. Initial rate of pay:

$ 360. p.a.

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

Substitute— Years:	Substitute— Months:	Regular— Years:	Regular— Months:
		19	5

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

Virginia

12. Race:

W

13. Sex:

Male

14. Date of birth—

Month: February

Year: 1874

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

E7

16. Marital condition:

M

17. War veteran?

No

18. Appointed from—

Congressional district and State: 1 Virginia

County: Mathews

19. Civil service status:

C

20. Method by which classified status was obtained:

CE

21. Place of employment—

City: Baltimore

State: Maryland

DO NOT FOLD THIS CARD.

11—5869

Form 11

DISBURSING CLERK
RECEIVED
AUG 3 1912
DEPT OF COMMERCE AND LABOR
BUREAU OF LIGHT-HOUSES
AUG 1 1912
DEPT OF COMMERCE AND LABOR

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

Department of Commerce and Labor

LIGHTHOUSE SERVICE

Carded in the Disbursing Office.

I, John F. Jarvis

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.

John F. Jarvis.
(Appointee signs here.)

[2] Sworn to (See below.) and subscribed before me, this [3] 27th day of July, A. D. 1912

(Affix Official seal here.)

[4] (Name) George E. Thomas

(Official title) Notary Public

Official Title.	Rate of Pay.	Name of Station, Vessel, or Place of Employment.
Keeper	$600.00 p.a.	Tue Marshes, Va. Lightstation

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

DIVISION OF APPOINTMENTS
RECEIVED
AUG 5 1912
G
DEPT OF COMMERCE AND LABOR

Office of Lighthouse Inspector, Fifth District

Baltimore, Maryland (Address.) July 31, 1912. (Date.)

The above-named appointee entered upon duty on July 1, 1912. (Date.)

E. O. Rutland
(Signature, followed by title.)
Inspector.

CARDED

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

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

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

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

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

GENERAL APPOINTMENT—FIXED DATE

Department of Commerce and Labor

APPOINTMENT DIVISION

Washington

June 29, 1912.

Mr. John F. Jarvis,

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 Six Hundred dollars per annum, effective July 1, 1912.

(By change from $50 per month.)

Not to be reported to C. S. C.

APPOINTMENT DIVISION. REPORTED JUL 1 1912 TO DISBURSING CLERK DEP'T OF COMMERCE AND LABOR.

CARDED

By direction of the Secretary:

Respectfully,

(SIGNED) GEO. W. LEADLEY.

F D

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

Legal Residence: Virginia.

11—1393

OM.

Form 73 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF APPOINTEE

JUN 8 1912

Department of Commerce and Labor
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, Fifth DISTRICT,
Baltimore, Maryland
June 7, 1912 , 191

THE COMMISSIONER OF LIGHTHOUSES:

The following recommendation is submitted:

APPOINTMENT DIVISION RECEIVED JUN 27 1912 DEPT OF COMMERCE AND LABOR

Action proposed, ~~Appointment~~

Name, John F. Jarvis — Legal residence, Virginia

Position, Keeper — Salary, $600.00 per annum

Location, Tue Marshes Lightstation, Va.

Effective July 1, 1912 ~~or as soon thereafter as he enters on duty.~~

Former position, Keeper — Former salary, $50.00 per mo.

Location, Tue Marshes Lightstation, Va.

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

Other eligibles considered,

Letters of declination inclosed,

Previous incumbent, — Services terminated,

Reason,

Remarks: To be paid from the appropriation, "Salaries of Keepers of Lighthouses."

6-27-12

Rutland
Inspector

Department of Commerce and Labor
BUREAU OF LIGHTHOUSES
WASHINGTON

JUN 21 1912

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

11—2314

APPOINTMENT DIVISION APPOINTMENT WRITTEN JUN 29 1912 DEPT OF COMMERCE AND LABOR

~~Acting~~ Commissioner

READ THE INSTRUCTIONS ON PAGE 3

Department of Commerce and Labor

EFFICIENCY REPORT

MAY 13 1911

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

1. Name John F. Jarvis 2. Age 37 (Last birthday.)

3. Bureau Lighthouse Service 4. Position Keeper

5. Compensation $50. per mo. 6. Where employed Tue Marshes Light, Va.

7. When appointed (*a*) Aug. 26, 1898 8. How appointed (*b*) Through Civil Service examination.

9. Status under Civil Service Rules (*c*) Classified competitive.

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

11. Does the employee receive a pension? No. If so, state the amount

12. Other Government service Seaman on tender MAPLE from Feb. 18, 1897, to Sept. 5, 1898.

13. Duties (describe fully) Is responsible for lighting and extinguishing the light and for public property at station and its preservation.

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

15. Efficiency (*d*):

	Averages.	Relative weights.	Products of averages multiplied by weights.	
Quantity of work	95	2	190	00
Quality of work	85	3	255	00
Interest manifested in work (see also Question 17)	100	3	300	00
Attendance	100	2	200	00
Total		10	945	00
Average percentage			94	50

DIVISION OF APPOINTMENTS RECEIVED JUN 21 1911 DEPT OF COMMERCE AND LABOR

11—4259

16. In the following form state the number of days of annual leave, sick leave, and leave without pay taken in each of the years 1908, 1909, and 1910:

1908.			1909.			1910.		
Annual.	Sick.	Without pay.	Annual.	Sick.	Without pay.	Annual.	Sick.	Without pay.

17. Is this employee a purely routine employee, or does he manifest interest, not only in his own work but also in the work of the office or bureau as a whole, to the extent of overtime work or voluntary efforts by suggestion or otherwise to add to its efficiency? (Answer fully.) Is not a purely routine employee and manifests interest in his work and in the service.

18. On the basis of efficiency alone, is this employee overpaid or underpaid as compared with others in your office engaged on the same grade of work, or is his salary a fair equivalent for the service rendered? (Answer fully.) Fair equivalent. If the present salary is above or below a fair equivalent, state what, in your opinion, it should be.

19. Is this employee superannuated? No. If so, what percentage of salary is unearned?

20. Remarks: (*e*)

The official who is primarily responsible for the statements herein submitted will sign here—

W. R. Stayton

Commander, U. S. N. Inspector, 5th Dist.

The official who approves the statements thus submitted will sign here—

G. R. Putnam

Chief of Bureau or Office.

T5C

Department of Commerce and Labor

EFFICIENCY REPORT

LIGHT HOUSE BOARD
JUN 8 1909

(Read the instructions on the reverse side of this Form before attempting to fill it out.)

1. Bureau Lighthouse Service 2. Where employed Tue Marshes Light-Station, Va.
3. Name John F. Jarvis 4. Where born Virginia
5. Age 35 6. Position Keeper
7. Compensation $50. per mo 8. When appointed (a) August 26, 1898 Oath September 5, 1898.
9. How appointed (b) Through Civil Service Examination
10. Appointed from: State Virginia; Congressional District 1st; County Mathews
11. Status under Civil Service Rules (c) Classified Competitive
12. Is the employee an honorably discharged soldier or sailor? No
13. Other Government service Seaman on tender MAPLE from Feb. 18, 1897, to Sept. 5, 1898.
14. Duties (describe fully) Is responsible for lighting and extinguishing the light and for public property at station and its preservation. Runs fog bell.
15. Efficiency: Quantity of work (d) 10 tenths; Quality of work (e) Excellent; Interest manifested in work (f) Yes
16. Is this employee fully earning the salary he is now receiving? Yes
17. Remarks (g) Card states had 6 years and 4 months service prior to July 1, 1903. Card also states was appointed before classification. Took the keeper examination in January or February 1898.

C

Lt. Colonel, Corps of Engineers, U. S. A.,
Engineer Secretary.

CAPTAIN, U. S. N.
NAVAL SECRETARY

Commander, U. S. N., Inspector, 8th Light House Dist

Robert S. Russell
Head of Bureau or Office

June 5, 1909

11—3005

Form 111

OATH OF OFFICE

(PRESCRIBED BY SECTION 1757, REVISED STATUTES)

LIGHT HOUSE BOARD
RECEIVED
NOV 10 1908

OFFICE OF THE CHIEF CLERK
RECEIVED
NOV 12 1908
DEPT OF COMMERCE AND LABOR

Department of Commerce and Labor

No. 2559

LIGHT-HOUSE ESTABLISHMENT

Disclosures.

I, John F. Jarvis, Keeper of Marshes Light Station

do solemnly[a] 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.

John F. Jarvis

[b] Affirmed and subscribed before me, this 2nd day of November, A. D. 1908.

(Affix official seal here.)

[c](Name:) George P. Thomas

(Official title:) Notary Public

OFFICIAL TITLE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
Keeper $50. per month	Tue Marshes Light-Station, Va.	Virginia	Virginia

CARDED

OFFICE OF THE Inspector, 5th LIGHT-HOUSE DISTRICT,

Baltimore, Md. (Address.), November 9, 1908. (Date.)

The above-named appointee entered upon duty on July 1, 1908. (Date.)

(Signed:) Robt. D. Russell

Commander, U. S. N., Inspector, 5th L. H. Dist.

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

[b] Insert here "Sworn to" or "Affirmed," as the case may be.

[c] This Oath should be taken before a Justice of the Peace, Notary Public, Judge, Clerk of a Court, or any other officer having authority to administer oaths, but never before a Collector of Customs, as he has no power to administer oaths in such cases. In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk.

NOTE CAREFULLY.

The oath may be executed at any time subsequent to the actual issuance of the appointment certificate, but no compensation should be paid until the oath is executed in proper form. Whenever possible the oath should be executed upon the date of actual entrance upon duty.

A letter of transmittal (use Form 95) should accompany Oath, stating the **exact** date of the entrance on duty of the appointee and the above blank also filled out and properly signed by the district officer.

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

OFFICE OF THE CHIEF CLERK
FORWARDED
NOV 12 1908
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR

DIVISION OF ACCOUNTS
RECEIVED
NOV 12
DEPT OF COMMERCE AND LABOR

11—944

L.

Ent'd NOV 11 1908

GENERAL APPOINTMENT—PRIOR DATE

Department of Commerce and Labor
2859 OFFICE OF THE SECRETARY
Washington.

October 16, 1908.

Mr. John F. Jarvis, of Virginia, is hereby appointed

Keeper of Two Mariahs Light-Station, Virginia,

in the Light-House Service,

at a salary of Fifty dollars per month,

this appointment to be effective beginning July 1, 1908, he

having entered upon duty on that date and since continuously served

in the above-mentioned position. (vice himself.)

Payment of the compensation authorized in this appointment is

subject to the oath of office being taken.

(By promotion from $375 per annum.)

CARDED

DIVISION OF APPOINTMENTS
REPORTED
OCT 19 1908
TO DISBURSING CLERK
DEPT OF COMMERCE AND LABOR

Acting Secretary.

Date of oath: , 190

CHANGE REPORTED
OCT — 1908
U.S. COMMERCE

The Light-House Board.

Le/

Form 73 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

2559

DIVISION OF APPOINTMENTS RECEIVED OCT 14 1908 DEPT OF COMMERCE AND LABOR

Office of the Inspector, 5th L. H. Dist.,

Baltimore, Md.,

The Light-House Board,

Washington, D. C.

OFFICE OF THE CHIEF CLERK RECEIVED OCT 14 1908 DEPT OF COMMERCE AND LABOR

October 9, 1908.
(Date)

Sirs: I have the honor to recommend the (1) reappointment
(Probationary appointment, transfer, promotion, etc.)

of (2) John F. Jarvis 10/10 Exc of (3) Virginia
(Name of person—letter for letter—as reported to Board) (State of legal residence)

from (4) Keeper
(Official title of present position, as Keeper, First Assistant Keeper, etc.)

at (5) Tue Marshes Light-Station, Va.,
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)

at (6) $575. per an. to (7) Keeper
(Salary now paid) (Official title of position, as Keeper, First Assistant Keeper, etc.)

at (8) Tue Marshes Light-Station, Va., at
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)

(9) $50. month, effective beginning (10) July 1, 1908, (the date
(Salary recommended)

of his entrance on duty) ~~(or as soon thereafter as he enters on duty)~~
(Strike out the clause not appropriate)

~~in the place of (11)~~
(State name of *last* person holding position)

~~who (12)~~ ~~on (13)~~
(Died, transferred, resigned, dismissed, etc.) (Last day of service)

~~Mr. (14)~~ ~~stands No. (15)~~ ~~in list of eligibles,~~

~~Class (16)~~, ~~with an average of (17)~~ ~~per cent, and~~

This increase is recommended in accordance with the Board's
~~was considered with (18)~~
letter of July 15, 1908. approval of Examination Rating
~~(19) letters of declination of~~ ~~herewith.~~

Respectfully,

Robt. D. Russell

Commander, U.S.N., L. H. Inspector.

4113

10-14-08

Department of Commerce and Labor

LIGHT-HOUSE BOARD

DIVISION OF APPOINTMENTS APPOINTMENT WRITTEN OCT 16 1908 DEPT OF COMMERCE AND LABOR

October 13, 1908.

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

OFFICE OF THE CHIEF CLERK FORWARDED OCT 14 1908 TO APPOINTMENTS DEPT OF COMMERCE AND LABOR

John L. Gunn

Lt. Colonel, Corps of Engineers, U. S. A.

Engineer Secretary.

NOTE.—This form should be sent to the Light-House Board in duplicate. Letters of declination, if any, should be sent with this letter.

This letter is returned for correction of items Nos.

11—2314

Form 111

OATH OF OFFICE

(PRESCRIBED BY SECTION 1757, REVISED STATUTES)

OFFICE OF THE CHIEF CLERK
RECEIVED
JUL 13 1908
DEPT OF COMMERCE AND LABOR

LIGHT HOUSE BOARD
RECEIVED
JUL 9 1908

No. 2559

Enclosures.

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

I, John F. Jarvis

do solemnly[a] swear 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.**

John F. Jarvis

Light House Board.
Entered upon duty.
Date May 20, 1908.

[b] Sworn and subscribed before me, this 29th day of June, A. D. 1908

W H Wadsworth
Chief Clerk.

[c] Name: George E. Thomas 1873

{Affix official seal.}

Official title: Notary Public

CARDED

NAME OF OFFICE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
Light H. Keeper.	Tue Marshes.	Mathews Co.	Virginia

[a] Insert here "swear" or "affirm," as the case may be.
[b] Insert here "Sworn to" or "Affirmed," as the case may be.
[c] This Oath should be taken before a Justice of the Peace, Notary Public, Judge, Clerk of a Court, or any other officer having authority to administer oaths, but never before a Collector of Customs, as he has no power to administer oaths in such cases. *The oath should be taken on or after the date of the appointment.*

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.

FORWARDED
JUL 13 1908
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR

INDEXED

DIVISION OF APPOINTMENTS
RECEIVED
JUL 13 1908
DEPT OF COMMERCE AND LABOR

11—944

GENERAL APPOINTMENT—PRIOR DATE

2559

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

May 26, 1908.

Mr. John F. Jarvis, of Virginia, is hereby appointed Keeper of Tue Marshes Light-Station, Virginia, in the Light-House Service, at a salary of Five Hundred and Seventy-five dollars per annum, this appointment to be effective beginning May 20, 1908, he having entered upon duty on that date and since continuously served in the above-mentioned position. (vice James B. Hurst.)

Payment of the compensation authorized in this appointment is subject to the oath of office being taken.

(By transfer from Keeper of Newport News Middle Ground Light-Station, Virginia, at $600 per annum.)

CARDED

Charles Earl
Acting Secretary.

REPORTED
MAY 29 1908
TO DISBURSING CLERK
DEPT OF COMMERCE AND LABOR

Date of oath: , 190

The Light-House Board.

Le
D

CHANGE REPORTED
MAY - 1908
C.S. COMMISSION.

Department of Commerce and Labor

WLR
2559

LIGHT-HOUSE BOARD

Washington

J.F.Jarvis,
transfer.

May 27, 1908.

OFFICE OF THE CHIEF CLERK
RECEIVED
MAY 28 1908
DEPT OF COMMERCE AND LABOR

Department of Commerce and Labor
DIVISION OF APPOINTMENTS
MAY 28
AM PM

The Honorable

The Secretary of Commerce and Labor.

Sir:-

The Board has the honor to ask the transfer of Mr. John F. Jarvis, of Va., from keeper at Newport News Middle Ground Light-Station, Va., at $600 a year, to keeper at Tue Marshes Light-Station, Va., at $575 a year, effective beginning May 20, 1908, the date of his entrance on duty, in the place of Mr. James B. Hurst, whose transfer has this day been recommended.

This transfer, which carries with it a reduction in Mr. Jarvis' pay, is made at his request.

Respectfully,

5-28-08

Lt.Col., Corps of Engineers, U.S.A.,
Engineer Secretary.

OFFICE OF THE CHIEF CLERK
FORWARDED
MAY 28 1908
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR

INDEXED
DIVISION OF APPOINTMENTS
APPOINTMENT WRITTEN
MAY 28 1908
DEPT OF COMMERCE AND LABOR

5793

Department of Commerce and Labor
Light-House Establishment
Form 111.—Ed. 2-2-1904—1,500

OFFICE OF THE CHIEF CLERK
RECEIVED
OCT 10 1906
DEPT OF COMMERCE AND LABOR

DIVISION OF APPOINTMENTS
RECEIVED
OCT 10 1906
FILE ROOM
DEPT OF COMMERCE AND LABOR

OATH OF OFFICE.

(PRESCRIBED BY SECTION 1757, REVISED STATUTES.)

I, John F. Jarvis

do solemnly[a] swear 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.**

John F. Jarvis

[b] Sworn and subscribed before me,
this 7th day of September, A. D. 1906

[c] Name: A. D. McGann Jr.

Official title: Notary Public

Affix official seal.

My Commission Expires March 5, 1910.

NAME OF OFFICE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
Keeper	Newport News Middle Ground Light	Mathews Co Va	Virginia

[a] Insert here "swear" or "affirm," as the case may be.
[b] Insert here "Sworn to" or "Affirmed," as the case may be.
[c] This Oath should be taken before a Justice of the Peace, Notary Public, Judge, Clerk of a Court, or any other officer having authority to administer oaths, but never before a Collector of Customs, as he has no power to administer oaths in such cases. *The oath should be taken on or after the date of the appointment.*

N.B. 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.

Light House Board,
Entered upon duty.
Date Sept. 11 1906.

OFFICE OF THE CHIEF CLERK
FORWARDED
OCT 10 1906
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR

CARDED.

INDEXED.

Chief Clerk.

GENERAL APPOINTMENT—WITHOUT FIXED DATE

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

2559

August 22, 1906.

Mr. John F. Jarvis, of Virginia, is hereby appointed Keeper at Newport News Middle Ground Light-Station, Virginia, in the Light-House Service, with compensation at the rate of Six Hundred dollars per annum, effective beginning September 1, 1906, or as soon thereafter as he enters on duty, vice Wesley P. Ripley.

Payment of the compensation authorized in this appointment is subject to the oath of office being taken.

(By transfer from Keeper at Tangier Sound Light-Station, Virginia, at $576 per annum.)

CHANGE REPORTED
SEP — 1906
C. S. COMMISSION

DIVISION OF APPOINTMENTS
REPORTED
AUG 23 1906
TO DISBURSING CLERK
DEPT OF COMMERCE AND LABOR

11—1871

Assistant Secretary.

The Light-House Board.

CARDED.

FCR.

File No. 2559.

Department of Commerce and Labor
LIGHT-HOUSE BOARD
Washington 20 Aug., '06.

OFFICE OF THE CHIEF CLERK
RECEIVED
AUG 21 1906
DEPT OF COMMERCE AND LABOR

DIVISION OF APPOINTMENTS
RECEIVED
AUG 21 1906
4,720
DEPT OF COMMERCE AND LABOR

The Honorable,

The Secretary of Commerce and Labor.

Sir:

The Board has the honor to ask the transfer and promotion of Mr. John F. Jarvis, of Virginia, from the position of Keeper at Tangier Sound, Va., Light-Station, with pay at the rate of $576 a year, to that of Keeper of Newport News Middle Ground, Va., Light-Station, with pay at the rate of $600 a year, to date from 1 Sept., '06, or as soon thereafter as he enters on duty, in the place of Mr. Wesley F. Ripley, whose transfer has this day been asked. eff Sept 1 '06-Ecorr.

Respectfully,

H Seaver

Captain, U. S. N.,

Naval Secretary.

RRM 8-22-06

OFFICE OF THE CHIEF CLERK
FORWARDED
AUG 21 1906
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR

DIVISION OF APPOINTMENTS
APPOINTMENT WRITTEN
AUG 22 1906
DEPT OF COMMERCE AND LABOR

INDEXED

CARDED.

PERSONAL INFORMATION SHEET

NOTE.—This sheet is to be used only in cases of persons transferred to the Department of Commerce and Labor, by operation of law, July 1, 1903.

Department of Commerce and Labor

OFFICE OF THE SECRETARY

Washington

May 15, 1904.

To the Heads of Bureaus of the Department of Commerce and Labor:

For the purpose of enabling the Department to obtain a complete record of its officers and employees, you are hereby requested to furnish the information called for in Part II of this form, relative to each appointee or employee, now in the service, who was serving in your Bureau June 30, 1903, and was transferred to the Department of Commerce and Labor July 1, 1903, pursuant to the acts of Congress approved February 14, 1903, and March 3, 1903, and to have every such person answer each of the questions in Part I of this form and sign the same. Officers in charge, subordinate to heads of Bureaus, are expected to review this sheet, after it has been executed, to see that all questions have been answered, and, after doing so, to forward it immediately to the head of the Bureau for transmission to the Department.

Geo. B. Cortelyou

Secretary.

PART I.

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

1. What is your full name? (Do not use initials, but spell out each name and state whether Mr., Miss, or Mrs. Example: Mr. John Richard Doe.) Mrs. John Frances Jarvis.

2. How do you write your name on the pay roll? John F. Jarvis.

3. What is your present legal (voting) residence? (Give city or town, State or Territory, county, and Congressional district.) Pork Hayward (City or town.) Virginia. (State or Territory.) Mathews. (County.) First. (Congressional district.)

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

5. Where were you born? Mathews County Virginia.

6. When were you born? February (Month.) 18th (Day.) 1874 (Year.)

7. Are you pensioned by the United States Government? (Answer "Yes" or "No.") No.

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

Name.	Relationship.	Department.	Bureau or Service.	Position.
There is None				

9. How long were you in the civil service of the United States Government prior to July 1, 1903?

(From February the 18th 1897 The date of Entering Service)

10. If you were appointed through a civil service examination, state, as near as you recollect, the name and date of the examination. If not so appointed, state how you entered the service. (Examples: "Appointed before position was classified;" or, "By reinstatement;" or, "By transfer from ————," stating Department, Bureau or Service, position, and salary, if known.) File does not show how appointed seaman.

Entered Service as Seaman on L. H. Tender Maple, then sponsored by Civil Service Blank Furnished by the Inspector of the 3rd L. H. Dist.,

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

None.

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

Regiment and company, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
Was not.			

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

Regiment and company, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
have not			

14. What was your occupation prior to entering the United States civil service? (It is intended that the answer to this question shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service for the Government indicated in your answers to questions 9, 12, and 13.)

Wartsman.

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

Public School.

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

None.

17. What, if any, civil service examinations have you passed? (State name and date of each, as near as you recollect.)

None other than the Civil Service form furnished by the Inspector of the 5th L. H. Dist, dont Know the exact Date, But Either in the month of January or February 1898.

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

Yes.

19. State the date upon which the above blanks were filled. May 31st, 1904

Witness:

(Signature) John F. Jarvis.

In case signature is by mark.

P. O. Address: Sunny Bank
City or town.

Number and street.

Virginia.
State or Territory.

Reviewed, approved, and forwarded JUL 6 1904, 190

(Signature) H. W. Crea

(Official title) Commander, U.S.N., Inspector, 5th L.H. Dist.

PART II.

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

1. State the Bureau or Service, place, and district in which the person who answered the above questions was employed July 1, 1903.

Lt.Ho.Establishment. (Bureau or Service.) Cape Charles Lt.Sta.Va. (Place (city, town, or station).) Fifth. (District.)

2. What position did he hold July 1, 1903? 2d Assistant keeper.

3. On what date was he appointed to this position? March 20,1902.

4. How long had he served in the Bureau or Service in which he was employed July 1, 1903?

Six years, four months, ten days.

5. What was his salary July 1, 1903? $450. per annum.

6. From what appropriation was he paid July 1, 1903?

Salaries of Keepers of Lighthouses,1904.

7. Was the position he held July 1, 1903, excepted, competitive, or unclassified under the civil service rules?

Competitive.

11—1433

8. If the position was classified, state the date of classification. May 6, 1896.

9. If the appointee or employee was appointed through examination, state the kind of examination. If not so appointed, state how he entered the position. (Examples: "Appointed before position was classified;" or, "By reinstatement;" or, "By transfer from ————," stating Department, Bureau or Service, position, and salary, if known.)

Non-educational.

10. Is the appointee or employee required to give bond? No.

(Signature) H W Lee

(Official title) Commander, U.S.N., Inspector, 5th L.H. Dist.

Date: JUL 6 1904, 190

11—1433

Department of Commerce and Labor.

TREASURY DEPARTMENT,
LIGHT-HOUSE ESTABLISHMENT.
Form 111.—Ed. 6 19 1901 1,500.

2559

OATH OF OFFICE.

PRESCRIBED BY SECTION 1757, REVISED STATUTES.

I, John F. Jarvis do solemnly Swear 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.

John F. Jarvis.

Sworn and subscribed before me, this 20th day of January A. D. 1905

Jas J Daley
Notary Public

DIVISION OF APPOINTMENTS
RECEIVED
JAN 27 1905
FILE ROOM
DEPT OF COMMERCE AND LABOR

NAME OF OFFICE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
Keeper	Tangier Sound	U. States	Virginia

This Oath should be taken before a Justice of the Peace, Notary Public, a Judge, a Clerk of a Court, or any other officer having authority to administer oaths, but never before a Collector of Customs, as he has no power to administer oaths in such cases. *The oath should be taken on or after the date of the appointment.*

CARDED.

GENERAL APPOINTMENT ABSOLUTE DATE

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

2559

December 22, 1904.

Mr. John F. Jarvis, of Virginia, is hereby appointed

Keeper at Tangier Sound Light-Station, Virginia,

in the Light-House Service,

at a salary of Five Hundred and Seventy-six dollars per annum,

this appointment to take effect December 22, 1904, or as soon thereafter as he enters on duty at his official station, vice F. E. Wilkins, transferred.

Payment of the compensation authorized in this appointment is

subject to the oath of office being taken.

(By transfer and promotion from First Assistant Keeper at Smith Point Light-Station, Virginia, at $550 per annum.)

CHANGE REPORTED
DEC -- 1904
C. S. COMMISSION.

DIVISION OF APPOINTMENTS
REPORTED
JAN - 3 1905
TO DISBURSING CLERK
DEPT OF COMMERCE AND LABOR

Secretary.

Date of oath: 190

CARDED

The Light-House Board.

W/L

√ ask

Department of Commerce and Labor
LIGHT-HOUSE BOARD
Washington

ATJ.

File No. 2559.

OFFICE OF THE CHIEF CLERK
RECEIVED
DEC 28 1904
DEPT OF COMMERCE AND LABOR

Dec. 27, 1904.

The Honorable,

The Secretary of Commerce and Labor.

Sir:-

The Board has the honor to ask the transfer and promotion of Mr. John F. Jarvis from the position of First Assistant Keeper at Smith Point, Va., Light-Station to that of Keeper of Tangier Sound, Va., Light-Station, with pay at the rate of $576 a year to date from Dec. 22, '04 in the place of Mr. Francis E. Wilkins, transferred. #550 pa.

The Board in another letter of this date has asked that the rate of pay for the Keeper of this station be increased from $575 to $576 a year. Authorized By D. L. Dec. 30 '04

Respectfully,

U Sebree

Captain, U. S. N.,
Naval Secretary.

OFFICE OF THE CHIEF CLERK
FORWARDED
DEC 28 1904
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR

KEYED

DIVISION OF APPOINTMENTS
RECEIVED
DEC 28 1904
3
DEPT OF COMMERCE AND LABOR

DIVISION OF APPOINTMENTS
APPOINTMENT WRITTEN
DEC 30 1904
DEPT OF COMMERCE AND LABOR

2559

DEPARTMENT OF COMMERCE AND LABOR,

TREASURY DEPARTMENT,
LIGHT-HOUSE ESTABLISHMENT.
Form 111.—Ed. 5 20 1902 1,500.

OATH OF OFFICE.

Prescribed by Section 1757, Revised Statutes.

I, John F. Jarvis Light Keeper. Smiths Point, do solemnly swear 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.

John F. Jarvis.

E.O.d. Oct 22/1903

Sworn to and subscribed before me, this 22nd day of October A. D. 1903

George E. Thomas.
Notary Public

NAME OF OFFICE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
1st Assistant L. K.	Smiths Point Va.	Mathews Co. Va.	Virginia

This Oath should be taken before a Justice of the Peace, Notary Public, a Judge, a Clerk of a Court, or any other officer having authority to administer oaths, but never before a Collector of Customs, as he has no power to administer oaths in such cases. *The oath should be taken on or after the date of the appointment.*

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

September 25, 1903

Mr. John F. Jarvis, of

is hereby appointed 1st Asst. Keeper at the Smith Point Light-Station, Va.,

in the Light-House Service,

at a salary of Five Hundred and Fifty dollars per annum,

this appointment to take effect September 25, 1903, or as

soon thereafter as oath of office is taken.

(By transfer and promotion from the position of 2nd Assistant Keeper at the Cape Charles Light-Station, Va., at a salary of $450 per annum.)

Change reported to Civil Service Commission.

CARDED.

Acting Secretary.

Date of oath: , 190

M.

File No. 2559.

Department of Commerce and Labor
LIGHT-HOUSE BOARD
Washington

SECRETARY'S OFFICE RECEIVED SEP - 9 1903 DEPARTMENT OF COMMERCE AND LABOR

OFFICE OF CHIEF CLERK RECEIVED SEP - 9 1903 DEPARTMENT OF COMMERCE AND LABOR

APPOINTMENT CLERK RECEIVED SEP 10 1903 DEPARTMENT OF COMMERCE AND LABOR

The Honorable,

The Secretary of Commerce and Labor.

Sir:

The Board has the honor to ask the transfer and promotion of Mr. John F. Jarvis from the position of 2d Assistant Keeper at the Cape Charles, Va. Light-Station, to that of 1st Assistant Keeper at the Smith Point, Va., Light-Station, with pay at the rate of $550 a year, in the place of Mr. Walter M. Shawn, whose transfer has been asked.

Respectfully,

C. F. Hutchins
Captain, U. S. N.,
Naval Secretary.

SEP 25 1903

Approved, September 9, 1903:

James Rudolph Garfield
Acting Secretary.

OFFICE OF THE CHIEF CLERK FORWARDED SEP 9 - 1903 TO DISBURSING CLERK DEP'T OF COMMERCE AND LABOR

TREASURY DEPARTMENT,
LIGHT-HOUSE ESTABLISHMENT.
Form 111.—Ed. 1 4 1900 1,500.

OATH OF OFFICE.

PRESCRIBED BY SECTION 1757, REVISED STATUTES.

I, John F. Jarvis do solemnly swear 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.

John F. Jarvis

E.O.d. Mch 2d 1902

Sworn to and subscribed before me, this 20th day of March A. D. 1902

M. J. Kilby

Justice of the Peace

NAME OF OFFICE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
2nd assistant	Cape Charles light	Mathews Co, Va.	Virginia

This Oath should be taken before a Justice of the Peace, Notary Public, a Judge, a Clerk of a Court, or any other officer having authority to administer oaths, but never before a Collector of Customs, as he has no power to administer oaths in such cases. *The oath should be taken on or after the date of the appointment.*

B.

COMMUNICATIONS SHOULD BE ADDRESSED TO THE LIGHT-HOUSE BOARD. IN WRITING UPON THE SUBJECT OF THIS LETTER QUOTE THE FOLLOWING FILE NUMBER:

FILE NO. 2559.

TREASURY DEPARTMENT,

OFFICE OF THE LIGHT-HOUSE BOARD,

Washington, January 30, 1902.

The Honorable,

The Secretary of the Treasury.

Sir:

The Board has the honor to ask the transfer and appointment of Mr. John F. Jarvis from the position of Assistant Keeper at Nansemond River, Va., light-station, to that of Second Assistant Keeper at Cape Charles, Va., light-station, with pay at the rate of $450. a year, in the place of Mr. Luther B. Travis, resigned.

This recommendation for transfer is made at the request of Mr. Jarvis.

Respectfully,

W. Maynard

Captain, U. S. N.,

Naval Secretary.

(All communications should be addressed to "THE LIGHT-HOUSE BOARD.")

W

Treasury Department,

Office of the Light-House Board,

Washington, D. C., 27 Feb'y, '99.

The Honorable,

The Secretary of the Treasury.

Sir:

The Board has the honor to ask that Mr. John F. Jarvis, Assistant Keeper of Nansemond River, N.C., Beacon Lights, be given a full appointment, to date from 6 March, '99, with pay at the rate of $435. a year.

The probationary appointment of Mr. Jarvis will expire on 5 March, '99, and the Inspector of the District recommends that he receive a full appointment.

Respectfully yours,

J. McAlpin

Commander, U. S. N.

Naval Secretary.

Aug 24/98

$435.

LIGHT-HOUSE BOARD.
Form 111.

OATH OF OFFICE.

Prescribed by Section 1757, Revised Statutes.

I, John. F. Jarvis, do solemnly Swear. 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.

John F. Jarvis

Sworn to and subscribed before me, this 5th day of September A. D. 1898.

H. L. Watts
Notary Public

H. L. WATTS NOTARY PUBLIC PORTSMOUTH VA.

NAME OF OFFICE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
Asst Keeper.	Nansemond River Light	Virginia	Virginia

This Oath should be taken before a Justice of the Peace, Notary Public, a Judge, or a Clerk of a Court, but never before a Collector of Customs, as the latter has no power to administer an oath in such cases. It should be taken at or before the time *when an employé goes on duty*, whether he holds an appointment or not.

[Ed. 1-29-'94—2,000.]

L.

D.D.S.

(All communications should be addressed to "THE LIGHT-HOUSE BOARD.")

Treasury Department,

Office of the Light-House Board,

Washington, D. C., Aug. 23, 1898.

The Honorable,

The Secretary of the Treasury,

Sir:-

The Board has the honor to ask that Mr. John F. Jarvis be appointed Assistant Keeper of the Nansemond River, Va., light-station, with pay at the rate of $435. a year, to date from entering on duty, in the place of Mr. A. H. Georgia, who has resigned.

Mr. Jarvis attained the general average of 90.5 when he passed the Civil Service Examination.

Respectfully,

J. C. Sibert

Captain, Corps of Engineers, U.S.A.,
Engineer Secretary.

MAIL DIVISION
TREASURY DEP'T.
AUG 24 1898
8372
B.80

Office of the Light-House Board
23 August - 1898.

Board asks appointment of Mr. John F. Jarvis as Assistant Keeper of the Nansemond River, Va., light station.

RECEIVED
AUG 24
IN DIVISION OF ACCTS
2511
F 2.4

APPT.

STANDARD FORM 1
APRIL 1952
PRESCRIBED BY GENERA
SERVICES ADMINISTRAT
REG. 3-IV-302.

QUEST FOR OFFICIAL PERSONNEL FOLDER
(SEPARATED EMPLOYEE)

1. DATE OF REQUEST

Sub e to the Federal Records Center, St. Louis, Mo.

TION I—TO BE COMPLETED BY REQUESTING OFFICE

General Services Administration
Records Management Service, Region 6
Federal Records Center
1724 Locust Street
St. Louis 3, Mo.

DOB
8 Feb 74

2. NAME (*Last, first, middle*)	3. NAME UNDER WHICH FORMERLY EMPLOYED FEDERALLY (*If other than item 2*)	4. DATE OF BIRTH
Jarvis, John F.		

5. FORMER FEDERAL EMPLOYING OFFICE (*Agency, bureau or equivalent, address, and dates of employment*)

U.S. Coast Guard
Wash D.C.
Sep 4-30-39

(*If formerly employed by agencies in addition to above, list under item 7*)

6. PERSONNEL FOLDER ACTION (*Check appropriate box*)

- ☐ a. CURRENTLY EMPLOYED. REQUEST TRANSMISSION OF FOLDER COVERING PREVIOUS FEDERAL EMPLOYMENT FOR PERMANENT RETENTION
- ☐ b. REQUEST TRANSMISSION OF FOLDER FOR TEMPORARY USE
- ☒ c. CONSOLIDATE ATTACHED PAPERS WITH OFFICIAL PERSONNEL FOLDER PREVIOUSLY FORWARDED

7. REMARKS

SECTION II—FOR USE BY FEDERAL RECORDS CENTER, ST. LOUIS, MO.

8.

- ☐ a. CONSOLIDATE ATTACHED PAPERS WITH FOLDER PREVIOUSLY FORWARDED
- ☐ b. FOLDER ENCLOSED
- ☐ c. FOLDER NOT LOCATED
- ☐ d. FLAGGED, FOLDER TO BE FORWARDED WHEN LOCATED
- ☐ e. FOLDER PREVIOUSLY REQUESTED IS ENCLOSED
- ☐ f. FOLDER FORWARDED ON A LOAN BASIS IN LIEU OF INFORMATION REQUESTED. IF EMPLOYEE IS REHIRED, FOLDER SHOULD BE RETAINED BY YOUR AGENCY

9. REMARKS

NOTE.—Original will be used as charge-out by Federal Records Center. Duplicate will be returned as transmittal sheet when appropriate.

TO:

ADDRESS:

Requesting agency will type name and address of office submitting request in address box. To be used to mail folder or reply.

ATTN:

U. S. GOVERNMENT PRINTING OFFICE 16—66697-1

U.S. GORDON
ACO

PS
1 March 1954
P6-2/L16-4

File
2-2

Mrs. Maude M. Jarvis
Susan
Virginia

My dear Mrs. Jarvis:

Your claim for the final pay due the estate of your husband, John F. Jarvis, Keeper, former Lighthouse Service, now United States Coast Guard, Retired, has been forwarded by this office to the General Accounting Office for settlement.

In the event of undue delay in the settlement of this claim, it is suggested that you contact the Claims Division, General Accounting Office, Washington 25, D. C.

There is forwarded herewith the Withholding Statement for the Year 1953 to aid you in the settlement of your husband's estate.

Very truly yours,

B. V. BALL
Lieutenant Commander, USCGR
Special Services Division
By direction of the Commandant

Encl.
Form W-2

mailed
3/2/54

MJM:eeo Return to 2--4 Room 2111

FS
1 March 1954
P6-2/136-4

Disbursing Officer
Coast Guard
Washington, D. C.

Dear:

Enclosed is the claim of Mrs. Minnie M. Jarvis claiming the final retired pay due the late husband, John F. Jarvis, Keeper, former Coast Guard Station, now United States Coast Guard, Retired, who died on 27 December 1953.

This claim in the amount of $131.15 has been examined and is approved for payment, the appropriation to be charged is 20X0214, Retired Pay, Coast Guard, 1954.

Funeral expenses incurred in this case in the amount of $900.00 have been paid as per the attached photostatic copy of the receipted funeral bill.

Very truly yours,

R. T. Bill
Lieutenant Commander, USCGR
Special Services Division
By direction of the Commandant

Susan P. C

Mathews Co., Va.
(place)

January 26 19 54
(date)

Funeral Home (undertaker)

n F. Jarvis

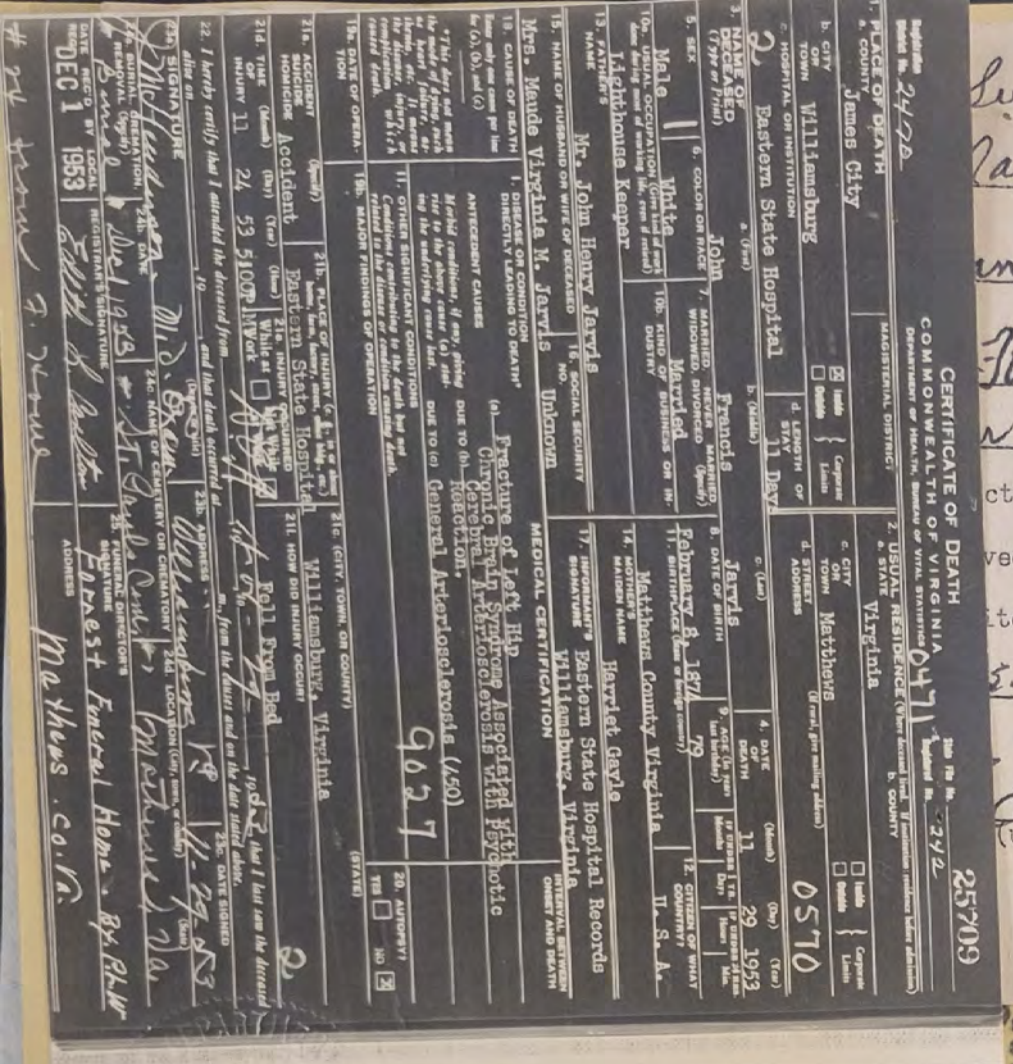
cting said funeral are $ 900.00

ved.

ited States Government for con-

s. Maude M. Jarvis

Forest Jr.
(undertaker)



CERTIFICATE OF DEATH
COMMONWEALTH OF VIRGINIA
DEPARTMENT OF HEALTH, BUREAU OF VITAL STATISTICS

Registration District No. 24-20 — 047 — Registered No. 242 — 25709

1. PLACE OF DEATH: a. COUNTY James City; b. CITY OR TOWN Williamsburg; c. HOSPITAL OR INSTITUTION Eastern State Hospital; d. LENGTH OF STAY 11 Days; (If not in hospital or institution, give street address or location)

2. USUAL RESIDENCE (Where deceased lived. If institution, residence before admission): a. STATE Virginia; b. COUNTY Matthews; c. CITY OR TOWN; d. STREET ADDRESS

3. NAME OF DECEASED (Type or Print): a. (First) John; b. (Middle) Francis; c. (Last) Jarvis

4. DATE OF DEATH (Month) 11 (Day) 29 (Year) 1953

5. SEX: Male

6. COLOR OR RACE: White

7. MARRIED, NEVER MARRIED, WIDOWED, DIVORCED (Specify): Married

8. DATE OF BIRTH: February 8, 1874

9. AGE (In years last birthday): 79

10a. USUAL OCCUPATION (Give kind of work done during most of working life, even if retired): Lighthouse Keeper

10b. KIND OF BUSINESS OR INDUSTRY

11. BIRTHPLACE (State or foreign country): Matthews County Virginia

12. CITIZEN OF WHAT COUNTRY? U. S. A.

13. FATHER'S NAME: Mr. John Henry Jarvis

14. MOTHER'S MAIDEN NAME: Harriet Gayle

15. NAME OF HUSBAND OR WIFE OF DECEASED: Mrs. Maude Virginia M. Jarvis

16. SOCIAL SECURITY NO.: Unknown

17. INFORMANT'S SIGNATURE: Eastern State Hospital Records

ADDRESS: Williamsburg, Virginia

18. CAUSE OF DEATH — MEDICAL CERTIFICATION (Enter only one cause per line for (a), (b), and (c).)

1. DISEASE OR CONDITION DIRECTLY LEADING TO DEATH*: (a) Fracture of Left Hip due to (b) Chronic Brain Syndrome Associated with Psychotic Reaction.

ANTECEDENT CAUSES: Morbid conditions, if any, giving rise to the above cause (a), stating the underlying cause last. DUE TO (b) Cerebral Arteriosclerosis (450) DUE TO (c) General Arteriosclerosis (450) 9627

*This does not mean the mode of dying, such as heart failure, asphyxia, anemia, etc. It means the disease, injury, or complication which caused death.

11. OTHER SIGNIFICANT CONDITIONS: Conditions contributing to the death but not related to the disease or condition causing death.

19a. DATE OF OPERATION

19b. MAJOR FINDINGS OF OPERATION

20. AUTOPSY? YES ☐ NO ☒

21a. ACCIDENT, SUICIDE, HOMICIDE (Specify)

21b. PLACE OF INJURY (e.g., in or about home, farm, factory, street, office bldg., etc.)

21c. (CITY, TOWN, OR COUNTY)

21d. TIME (Month) (Day) (Year) OF INJURY 11 24 53

21e. WHILE AT WORK? YES ☐ NO ☐

21f. DID INJURY OCCUR IN OR ABOUT HOME? YES ☐ NO ☐

21g. PLACE WHERE INJURY OCCURRED: Eastern State Hospital

21h. HOW DID INJURY OCCUR? Fell From Bed

22. I hereby certify that I attended the deceased from 11-24-53, 19__, and that death occurred at 10:00 P.M., from the causes and on the date stated above.

23a. SIGNATURE (Degree or Title) M.D.

23b. ADDRESS Williamsburg, Va.

23c. DATE SIGNED 12-2-53

24a. BURIAL, CREMATION, REMOVAL (Specify) Burial

24b. DATE Dec 1 1953

24c. NAME OF CEMETERY OR CREMATORY Dr. Paul Cemetery

24d. LOCATION (City, town, or county) Williamsburg, Va.

24e. REGISTRAR'S SIGNATURE Estelle S. Bolton

25. FUNERAL DIRECTOR'S SIGNATURE AND ADDRESS: Forest Funeral Home - By Elmer Mathews Co. Va.

#24 from T. Jarvis

I hereby certify that this is a true and correct reproduction of the original certificate on file in the Bureau of Vital Statistics, Virginia Department of Health, Richmond, Virginia.

Estelle Marks

Estelle Marks, State Registrar

FEB 18 1954

,003 dated 30 November, 1953 was
and will be cancelled in the
1953 accts. of Paul D. Banning, CDO

ill NOT use this space)

fied; correct for .....$ 137.75

r initials) L.E.H. Jr.

at during the period for which rental allowance is claimed I was
duty during the period for which rental allowance is claimed;
station, nor did any of them occupy public quarters assigned to

them or to any other officer or his dependents except for brief visits; that the increased allowances for dependents are claimed because of _____ (Here state whether lawful wife, unmarried child or children under 21 years, mother dependent upon officer for support, giving names and addresses of dependents, also ages of minor children)

and that, in case of dependent mother, I have contributed to her support during the current period for which allowances are claimed the sum of $_____, in cash or its equivalent, without any consideration in return, which contribution is her *chief support*, and each and every statement as set forth in her affidavit dated _____, 19____ {attached hereto / filed with voucher} for _____ (Month), 19____ is true and correct, and so remains at this time, except

(Here state fully changes occurring between date of last affidavit and signing of this voucher)

_____, 19____ (MEMORANDUM—DO NOT SIGN) _____ (Name) _____ (Official designation)
(Date)

I certify that I have examined the foregoing account; that the statements contained therein have been compared with the records of the United States Coast Guard and found correct except as otherwise indicated; that the officer named is entitled to the amount of pay and allowances herein approved; and that during the period for which rental allowance is claimed on this voucher, the above-named officer was not assigned adequate quarters at his permanent station.

Approved for $ 137.75

Date December 17, 19 53

(MEMORANDUM—DO NOT SIGN) _____ *Commanding, District Commander.*

C.C. GORDON
ACO

U.S. GOVERNMENT PRINTING OFFICE 16—29661-3

Susan P. O
Mathews Co., Va.
(place)

January 26 19 54
(date)

This is to certify that I (we) Forest Funeral Home (undertaker) conducted the funeral of the late John F. Jarvis U. S. COAST GUARD: that my charges for conducting said funeral are $ 900.00 and that payment therefor has been received.

I hereby waive all claim against the United States Government for conducting said funeral and have looked only to Mrs. Maude M. Jarvis for reimbursement therefor.

(signed) C. E. Forest Jr.
(undertaker)

B 1536 Complete and Return

CHARGES:

Allotment	$	
Clothing		
Forfeited		
Sundry charges and adjustments		
TOTAL CHARGES	$	None

No. 1,289,003 dated 30 November, 1953 was returned and will be cancelled in the December, 1953 accts. of Paul D. Banning, CDO SN 346.

(Additional statements by Department if deemed necessary)

(ACCOUNTING CLASSIFICATION)
99-72
999000-1234

(Payee will NOT use this space)
Differences
Account verified; correct for $ 137.75
(Signature or initials) LEH

I certify that the foregoing account is true and correct and that payment therefor has not been received; that during the period for which rental allowance is claimed I was not assigned adequate quarters at my permanent station; that, if without dependents, I was not on field or sea duty during the period for which rental allowance is claimed; that, if with dependents, I did not occupy with them any public quarters assigned to me without charge at any station, nor did any of them occupy public quarters assigned to them or to any other officer or his dependents except for brief visits; that the increased allowances for dependents are claimed because of (Here state whether lawful wife, unmarried child or children under 21 years, mother dependent upon officer for support, giving names and addresses of dependents, also ages of minor children)

and that, in case of dependent mother, I have contributed to her support during the current period for which allowances are claimed the sum of $, in cash or its equivalent, without any consideration in return, which contribution is her *chief support*, and each and every statement as set forth in her affidavit dated , 19 {attached hereto / filed with voucher} for (Month) , 19 } is true and correct, and so remains at this time, except (Here state fully changes occurring between date of last affidavit and signing of this voucher)

(Date) , 19 (MEMORANDUM—DO NOT SIGN) (Name) (Official designation)

I certify that I have examined the foregoing account; that the statements contained therein have been compared with the records of the United States Coast Guard and found correct except as otherwise indicated; that the officer named is entitled to the amount of pay and allowances herein approved; and that during the period for which rental allowance is claimed on this voucher, the above-named officer was not assigned adequate quarters at his permanent station.

Approved for $ 137.75
Date December 17, 19 53

(MEMORANDUM—DO NOT SIGN)

Commanding, District Commander.
C.C.GORDON
ADO

U. S. GOVERNMENT PRINTING OFFICE 16—29661-3

CG 2661 A
Form approved by
Comptroller General, U. S.
(April 13, 1934)

DATA SUPPORTING CLAIM FOR PAY AND ALLOWANCES OF PERSONNEL

(MEMORANDUM)

U. S. COAST GUARD

(To be retained by payee, and when payment is made by check, to be used as mailing copy)

Headquarters

Appropriation: 2040241,Retired Pay,Coast Guard,1954 *Unit* Retired Roll-Lighthouse

THE UNITED STATES, *Dr.*, Mrs. Maude M. Jarvis, widow of

To JOHN F. JARVIS,KEEPER,FLHS,DECEASED Retired
(Name)

(Designation), *U. S. Coast Guard*

Susan, Virginia
(Address)

Total years of service .....

Pay ~~period, duty or grade~~ .....

Monthly rate of pay $142.50 (Base and longevity)

For pay and allowances—

From 11/1, 19 53, *to* 11/29, 19 53 (Inclusive)

CREDITS:		NOTATIONS
Subsistence allowance $		
Rental or quarters allowance		
Pay	137.75	
Balance forwarded from (Name of unit, noting month of roll or voucher)		
Sundry credits and adjustments		
TOTAL CREDITS $	137.75	
CHARGES:		
Allotment $		
Clothing		
Forfeited		
Sundry charges and adjustments		
TOTAL CHARGES $	None	

		NOTATIONS
Total Credits $	137.75	
Less—Total Charges, $		
Amt. retained		
TOTAL $		
Net amount to be paid on this voucher $	137.75	

REMARKS: Died: November 29,1953. Last paid for the period 1-31 October,1953 on D.O.Vou. No.1056, settled in the October,1953 accts. of Paul D.Banning, CDO SN 346.U.S.Treas.check No. 1,289,003 dated 30 November,1953 was returned and will be cancelled in the December,1953 accts. of Paul D.Banning, CDO SN 346.

(Additional statements by Department if deemed necessary)

(ACCOUNTING CLASSIFICATION)

99-72
999000-1234

(Payee will NOT use this space)

Differences .....

Account verified; correct for .....$ 137.75

(Signature or initials) L.E.H. Jarvis

I certify that the foregoing account is true and correct and that payment therefor has not been received; that during the period for which rental allowance is claimed I was not assigned adequate quarters at my permanent station; that, if without dependents, I was not on field or sea duty during the period for which rental allowance is claimed; that, if with dependents, I did not occupy with them any public quarters assigned to me without charge at any station, nor did any of them occupy public quarters assigned to them or to any other officer or his dependents except for brief visits; that the increased allowances for dependents are claimed because of ..... (Here state whether lawful wife, unmarried child or children under 21 years, mother dependent upon officer for support, giving names and addresses of dependents, also ages of minor children)

.....

.....

and that, in case of dependent mother, I have contributed to her support during the current period for which allowances are claimed the sum of $....., in cash or its equivalent, without any consideration in return, which contribution is her *chief support*, and each and every statement as set forth in her affidavit dated ....., 19..... {attached hereto / filed with voucher} for ..... (Month), 19..... is true and correct, and so remains at this time, except .....
(Here state fully changes occurring between date of last affidavit and signing of this voucher)

.....

.....

..... (Date), 19..... (MEMORANDUM—DO NOT SIGN) ..... (Name) ..... (Official designation)

I certify that I have examined the foregoing account; that the statements contained therein have been compared with the records of the United States Coast Guard and found correct except as otherwise indicated; that the officer named is entitled to the amount of pay and allowances herein approved; and that during the period for which rental allowance is claimed on this voucher, the above-named officer was not assigned adequate quarters at his permanent station.

Approved for $ 137.75

Date December 17, 19 53

(MEMORANDUM—DO NOT SIGN) .....

Commanding, District Commander.

C.C.GORDON
ACO

U. S. GOVERNMENT PRINTING OFFICE 16—29661-3

FT-4
17 December 1953
LL

General Accounting Office
Claims Division
Washington 25, D. C.

Re: John F. Jarvis, Keeper, FLHS, Retired,
Deceased

Gentlemen:

The following information relative to the pay account of the retired civilian employee named above is furnished for use in the settlement of claim for final pay held due in his case:

Date of death:	November 29, 1953
Gross pay to date of death:	$137.75
Federal Tax withheld and disposed of:	None
Other deductions:	None
Net amount due on death:	$137.75

Last paid for the period 1-31 October, 1953 on D. O. Vou. No. 436-1056, settled in the October 1953 accounts of Paul D. Banning, CDO, SN 346.

Appropriation to which chargeable: 2040241, Retired Pay, Coast Guard, 1954.

Rate of retired pay was $142.50 per month.

Application for payment of amount due the decedent (Standard Form 1055) is being furnished next of kin.

Very truly yours,

LEO J. KING, LT, USCG
Chief, Payments and Claims Division
By direction of the Commandant

LEHynes:mch 8-1

LMF
Enc.

May 23, 1939

Mr. John F. Jarvis,
Susan, Virginia.

Dear Mr. Jarvis:

There is enclosed herewith Department letter dated May 13, 1939, retiring you from the Lighthouse Service effective May 1, 1939, with retired pay at the rate of $1,305 per annum.

The following procedure should be complied with each month in order that your retirement check might be mailed promptly and to avoid needless correspondence: A supply of Form 10 is herewith. On the last day of each month you will execute this form and mail it to this Office. It is absolutely necessary that this form be executed not earlier than the last day of each month. Your signature must be witnessed by either a notary public, your postmaster, or some other Government official who knows you personally. A supply of envelopes for mailing this form to this Office is also enclosed.

For and in the absence of the Supt.:

Respectfully,

W. L. Rebbel,
Chief Clerk.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 50)



Date May 13, 1939.

Superintendent of Lighthouses,

Fifth District

Norfolk, Va.
(City)

I hereby apply for retirement from active duty in the Lighthouse Service effective May 1, 1939 on the basis of service shown hereon.

John F. Jarvis
(Name)

Deputy Comr.
(Designation)

Mr. John F. Jarvis,

Through the Commissioner of Lighthouses.

Sir:

In accordance with the provisions of Section 6 of the Act approved June 20, 1918, and upon recommendation of the Commissioner of Lighthouses, the Department has retired you from duty in the Lighthouse Service (Fifth District), with retired pay at the rate of $1,305 per annum, effective at the close of April 30, 1939.

By direction of the Secretary:

Respectfully,

H. G. Munson,
Superintendent of Lighthouses.

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

Submitted, May 13, 1939, recommending retirement at $1,305.00 per annum, effective at the close of April 30, 1939.

It is certified that the record of service and pay shown on Page 2 is correct as shown by the records of this office, and that the computation of the pay shown has been verified.

BUREAU OF LIGHTHOUSES, Washington, D. C.

Submitted to the Secretary of Commerce, recommending approval.

(Signed) Oliver C. Short
OLIVER C. SHORT
Director of Personnel.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—19501

Supt.
Asst. Supt.
Chief Clk.
Asst. Engr.
Junior Engr.
Drftsmn.
Accounts
Ordering
Personnel
Cost Keg.
Prop. Clk.
Stores
Messenger
File

Entered on Payroll 5/24/39

5/1/39 fmt

MAY 10 53 AM '39
LIGHTHOUSES

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

SUPT. OF LIGHTHOUSES NORFOLK, VA. MAY 23 1939

Superintendent of Lighthouses,

Fifth District

Norfolk, Va.

May 13, 1939.

I hereby apply for retirement from active duty in the Lighthouse Service effective May 1, 1939 on the basis of service shown hereon.

Mr. John F. Jarvis,

Through the Commissioner of Lighthouses.

Sir:

In accordance with the provisions of Section 6 of the Act approved June 20, 1918, and upon recommendation of the Commissioner of Lighthouses, the Department has retired you from duty in the Lighthouse Service (Fifth District), with retired pay at the rate of $1,305 per annum, effective at the close of April 30, 1939.

By direction of the Secretary:

Respectfully,

(Signed) Oliver C. Short

OLIVER C. SHORT
Director of Personnel.

Entered on Payroll 5/24/39

WVA SU 10 53 VW .3d
LIGHTHOUSES

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 9a)

Date April 28, 1939

ıtendent of Lighthouses,

Fifth District

Norfolk, Va.
(City)

I hereby apply for retirement from active duty in the Lighthouse Service effective May 1, 1939, on the basis of service shown hereon.

+ John F. Jarvis
(Name)

Keeper, Duxbury Pt.
(Designation)

LMP

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

City Norfolk, Va. *Date* April 28, 1939

Submitted to Commissioner of Lighthouses, Washington, D. C., recommending retirement at $1,305.00 per annum, effective at the close of ~~Xmhx~~ April 30, 1939.

It is certified that the record of service and pay shown on Page 2 is correct as shown by the records of this office, and that all Government service shown has been verified.

N. C. Manyon,
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES, *Washington, D. C.*,

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 9a)

Name John F. Jarvis Date of birth February 8, 1874

Designation Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

(Including military, naval, and civilian service. Each department, branch, or independent office in which applicant served in a civilian capacity should be listed separately)

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment in Lighthouse Service, Fifth District.							
Seaman	Feb.	18	1897	Sept.	4	1898	
Keeper	Sept.	5	1898	April	30	1939	
Total service		42 years, 2 months, 13 days					

Does applicant receive or has he applied for a pension from the Government under any law? No If so, give number of pension certificate or of claim: --

Does applicant receive or has he applied for compensation under the War Risk Insurance Act? No If so, give number of claim: --

Does applicant receive or has he applied for compensation under the Federal Compensation Act, as amended? No

If so, state the compensation received: --

STATEMENT BY FISCAL YEARS OF BASIC PAY RECEIVED DURING LAST FIVE YEARS OF ACTIVE SERVICE IMMEDIATELY PRECEDING EFFECTIVE DATE OF RETIREMENT

(Compute service on basis of 30 days a month. Do not include periods of leave without pay, rations, quarters, or other allowance)

Designation	Beginning			Ending			Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year		
Keeper	May	1	1934	June	30	1934	$1740.	$ 290.00
	July	1	1934	June	30	1935	"	1740.00
	July	1	1935	June	30	1936	"	1740.00
	July	1	1936	June	30	1937	"	1740.00
	July	1	1937	June	30	1938	"	1740.00
	July	1	1938	April	30	1939	"	1450.00

Total compensation for last five years of active service $8,700.00

Average compensation for last five years of active service 1,740.00

Annual rate of retired pay ($1,740.00 × years 30 ÷ 40) = $1,305.00

(Not exceeding 30)

U. S. GOVERNMENT PRINTING OFFICE: 1931 11—10551

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 9a)

John F. Jarvis Date of birth Feb. 8, 1874

Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

(Including military, naval, and civilian service. Each department, branch, or independent office in which applicant served in a civilian capacity should be listed separately)

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment IN LIGHTHOUSE SERVICE			FIFTH	DISTRICT			
SEAMAN	FEB	18	1897	SEPT	4	1898	
KEEPER	SEPT	5	1898	APRIL	30	1939	
Total service		42 years, Seamen & 13 days					

Does applicant receive or has he applied for a pension from the Government under any law? ..... If so, give number of pension certificate or of claim: .....

Does applicant receive or has he applied for compensation under the War Risk Insurance Act? ..... If so, give number of claim: .....

Does applicant receive or has he applied for compensation under the Federal Compensation Act, as amended? .....

If so, state the compensation received: .....

STATEMENT BY FISCAL YEARS OF BASIC PAY RECEIVED DURING LAST FIVE YEARS OF ACTIVE SERVICE IMMEDIATELY PRECEDING EFFECTIVE DATE OF RETIREMENT

(Compute service on basis of 30 days a month. Do not include periods of leave without pay, rations, quarters, or other allowance)

Designation	Beginning			Ending			Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year		
KEEPER	MAY	1	1934	JUNE	30	1934	$1740 PA	290.00
	JULY	1	1934	JUNE	30	1935	"	1,740.00
	JULY	1	1935	JUNE	30	1936	"	1,740.00
	JULY	1	1936	JUNE	30	1937	"	1,740.00
	JULY	1	1937	JUNE	30	1938	"	1,740.00
	JULY	1	1938	APRIL	30	1939	"	1,450.00

Total compensation for last five years of active service $8700.00

Average compensation for last five years of active service $1,740.00

Annual rate of retired pay ($ 1740.00 × years 30 (Not exceeding 30) ÷ 40) = $1,305.00

U. S. GOVERNMENT PRINTING OFFICE: 1921 11—10551

DEPARTMENT OF COMMERCE
Lighthouse Service

Superintendent of Lighthouses
Baltimore, Maryland,
April 25, 1933

SUPT. OF LIGHTHOUSES
JUN 15 1933
BALTIMORE, MD.

Keeper
Tue Marshes L.S.

Subject: Record of service.

You are directed to furnish this office the information called for below as to your length of Government service. This data is desired for retirement purposes. Be sure you understand what is desired before filling out the form below. If you have not enough space to answer on the front of this sheet, the remainder of the answer may be written on the back of the sheet.

L. M. Hopkins,
Superintendent of Lighthouses

Superintendent of Lighthouses, Baltimore, Md.

1. Below is furnished the information desired by your office on above subject:

Date started	Position	~~Sta.~~ or Vessel	Date left	Length Service Yrs.	Mos.	Reason for leaving
Feb 18. 1897	Seaman	Tender Maple	Sept 5. 1898	1	6-15-D	Transferred to
Sept 5- 1898	Asst Kper	Tangier Sd	Mar 20. 1902	3	6	" "
Mar 20. 1902	2nd asst K.	Cape Charles	Oct 1903	1	7	"
~~Dec 22. 1904~~	Keeper	Tangier	Aug 31	1		
Oct 1903	1st asst K.	Smith Point	to Dec 1904	1	2	"
Dec 22. 1904	Keeper	Tangier Sound	Aug 31. 1906	1	8	"
Aug 31. 1906	"	Nr Middle Ground	May 20. 1908	1	8-20 D	"
May 20. 1908	"	Tue Marshes		2 3	24. D	
		Total length of lighthouse service.....		36	3-24	days

Supt.
Asst. Supt.
Chief Clk.
Asso. Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Ordering
Personnel
Cost Keep.
Prep. Clk.
Stenog.
Messenger
File

2. Following is Government service other than in the Lighthouse Service near as you can.

Date started	Position	Sta. or Vessel	Date left	Length Service Yrs.	Mos.	Reason for leaving
		Total length of other service.....				

3. Give correct date of your birth Feb (Month) 8th (Day) 1874 (Year)

Name John Francis Jarvis (Write first and middle name in full) Station Tue Marshes

Title Keeper. (State keeper, asst. keeper, mate, etc.) Dated June 13th 1933

...CATIONS TO
...F LIGHTHOUSES
...LK, VA.

LMF
Enc.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
APR
28
1939
NORFOLK, VA.

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
NORFOLK, VA.

April 18, 1939

J. F. Jarvis, Keeper,
Pages Rock Light Station,
Coke, Virginia.

Dep.
Asst. Sup
Chief Cl.
Asso. Eng.
Asst. Eng.
Asst. Eng. (2)
Junior Eng.
Hydrog.
Accounts
Purchas ag
Personnel
Cost Kpg
Prop. Clk.
Stenog.
Messenger
Lbr.

In connection with your prospective retirement May 1, there are forwarded herewith application forms, which you will please sign where indicated and return to this Office as early as practicable.

For and in the absence
of the Superintendent:

W. L. Rebbel,
Chief Clerk.

Mr. W. L. Rebbel

Dear Sir

with out carefully reading the above letter I have messed up page 2 of the forms inclosed by you, very sorry for this mistake as I see or understand your instructions

Respectfully John F Jarvis
Kpr.

LMF
Enc.

April 18, 1939

J. F. Jarvis, Keeper,
Pages Rock Light Station,
Coke, Virginia.

In connection with your prospective retirement May 1, there are forwarded herewith application forms, which you will please sign where indicated and return to this Office as early as practicable.

For and in the absence
of the Superintendent:

R

W. L. Rebbel,
Chief Clerk.

1308

copy

DEPARTMENT OF COMMERCE
OFFICE OF THE SECRETARY
WASHINGTON

May 16, 1939.

Mr. John F. Jarvis,
Through the Commissioner of Lighthouses,

Sir:

My attention has been called to the fact that you retired from the Lighthouse Service at the close of April 30, 1939. The records show that your service has been very creditable and this should be a source of comfort in the future.

My good wishes go with you for long life and health and happiness.

Very sincerely yours,

Harry L. Hopkins

Secretary of Commerce.

Forwarded to Mr. John F. Jarvis,
Susan, Virginia.

N. C. Manyon,
Superintendent of Lighthouses.

5th

1300

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NORFOLK, VA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FIFTH DISTRICT

Pages Rock Lt.
(Station, ~~Depot, or Vessel~~)

March 14th, 1939

SUPT. OF LIGHTHOUSES
MAR 16 1939
NORFOLK, VA.

Supt of Light Houses
Norfolk. Va.

Sir:

In reply to your letter of the 23rd ~~ult~~ of Feb.
in reference to retiring from the Service
Effective May 1st 1939. beg to state that I
desire to be relived on said date, as I
wrote you last Spring. would of replied
to your letter before this date, but for it having
ben mailed to Keeper Live Marshes, Currin P.O. Va.
received same to day. inclosing same so you may
see reason for delay in reply. Thanking you for
the optorunity to enlend the time, I am very

Respectfully Yours
John F Jarvis
Keepr.

Supt.
Asst Supt
Chief Clk
Asso Engr.
Asst Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Purchasing
Personnel
Coal Insp
Prop. Clk.
Storekp
Messenger
File

Shows address

LMF

February 23, 1939

J. F. Jarvis, Keeper,
Tue Marshes Light Station,
Perrin, Virginia.

Please advise this Office promptly whether or not it is still your intention to retire from the Service effective May 1, 1939.

N. C. Manyon,
Superintendent of Lighthouses.

Form 79

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES JUL 28 1938 NORFOLK VA.
SUPT. OF LIGHTHOUSES SEP 2 1938 NORFOLK VA.

APPLICATION FOR LEAVE OF ABSENCE

Chief Clk.
Asso. Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Purchas ag
Coast Kpg.

Pagan Rock Lt., July 26th, 1938
(Station) ~~(Vessel)~~

SUPERINTENDENT OF LIGHTHOUSES, 5th DISTRICT:

(a) I respectfully request that I be granted 22 days of liberty or leave, from August 10th to August 31st, inclusive, 1938 I have had 44 days & 22½ hrs days liberty or leave to date during this calendar year.

(b) I respectfully request that my absence of _____ days, from _____ to _____, inclusive, 19____, during which period I certify, on honor, that I was incapacitated for duty by reason of illness, be charged to sick leave.

(See reverse side for physician's certificate and sick-leave affidavit)

Name and address of the substitute light keeper I propose to furnish:

James Otis Brown (Name), Cobbs Va. (P. O. address)

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

_____ (Street or R. D. route), Susan (City), Va (State)

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

John L. Jarvis
(Applicant's signature)

A. B. Hudgins Jr.
(Officer in charge)

Keeper
(Title)

LL

AUTHORITY

OFFICE OF SUPERINTENDENT, 5th DISTRICT, ~~July 28~~ Aug. 1, 1938

The above application for leave is approved for 22 days, from ~~July~~ Aug. 10

to Aug. 31, inclusive, 1938

Substitute must (Insert "must" or "need not") be furnished during this absence at rate of $100 per mo. for 15 days only.

Time sheet and service card herewith.
(Submit time check.)

N. C. Mahyon,
Superintendent of Lighthouses.

Return ~~this form upon your return to duty.~~

ACTUAL ABSENCE

Absence begun 11 A. M. Aug 10, 1938
(State nearest hour)

Returned to duty: At 3 P. M. Aug 31st, 1938
(State nearest hour)

John L. Jarvis
(Applicant)

Certified correct and forwarded.

_____
(Immediate superior)

FINAL APPROVED RECORD

Period of absence: _____ days.

Charged: Annual _____ days.

Sick _____ days.

L. W. O. P. _____ days.

U. S. GOVERNMENT PRINTING OFFICE 11—882

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES JUL 27 1938 NORFOLK, VA.

APPLICATION FOR LEAVE OF ABSENCE

Tangier Rock Lt. Sta., July 26th, 1938,
(Station) ~~(Vessel)~~

SUPERINTENDENT OF LIGHTHOUSES, 5th DISTRICT:

(a) I respectfully request that I be granted 21 days of liberty or leave, from August 10th to August 31st, inclusive, 1938 I have had 44 days 22½ hrs days liberty or leave to date during this calendar year.

(b) I respectfully request that my absence of _____ days, from _____ to _____, inclusive, 19____, during which period I certify, on honor, that I was incapacitated for duty by reason of illness, be charged to sick leave.

(See reverse side for physician's certificate and sick-leave affidavit)

Name and address of the substitute light keeper I propose to furnish:

James Otis Brown, Cobb, Va.
(Name) (P. O. address)

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

_____, Susan Va., Virginia
(Street or R. D. route) (City) (State)

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

John F. Jarvis
(Applicant's signature)

_____
(Officer in charge)

Keeper
(Title)

LL

AUTHORITY

OFFICE OF SUPERINTENDENT, 5th DISTRICT, July 28 Aug. 1, 1938

The above application for leave is approved for 22 days, from July Aug. 10

to Aug. 31, inclusive, 1938

Substitute must (Insert "must" or "need not") be furnished during this absence at rate of $100 per mo. for 15 days only.

Time sheet and service card herewith.
(Submit time check.)

Return this form upon your return to duty.

N. C. Manyon,
Superintendent of Lighthouses.

ACTUAL ABSENCE

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

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

_____
(Applicant)

Certified correct and forwarded.

_____
(Immediate superior)

FINAL APPROVED RECORD

Period of absence: _____ days.

Charged: Annual _____ days.

Sick _____ days.

L. W. O. P. _____ days.

U. S. GOVERNMENT PRINTING OFFICE 11—882

1302

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LL
Enc.

July 19, 1938

J. F. Jarvis, Keeper,
Pages Rock Light Station,
Coke, Virginia.

I have your letter of July 11th and in reply wish to advise that according to the records of this Office, as of June 1, 1938, you had taken a total of 38 days 21½ hours leave at Tue Marshes Light Station.

Concerning the question of a substitute to serve during your absence during August, I am enclosing regular leave application form which you should fill out, furnishing name and address of the man in Coke whom you mentioned in your letter. When this form is returned to you, approved, it will show whether or not you are authorized to hire a substitute locally.

Chief Clerk.

COMMUNICATIONS TO
ENT OF LIGHTHOUSES
ORFOLK, VA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FIFTH DISTRICT
Pagan Rock Lt.
(Station, Depot, or Vessel)
July 11th, 1938

W. L. Reffel
Norfolk Va.

Dear Sir.

On my visit to the Office July the 5th-38 I stated to you that I wished to take 21 days of leave in the month of August begining on the 10th of the month, & you said to write you a personal note when I desided to take said leave, for you might have a man you could place here for me. if you are not able to do this at the time stated above, I can secure a man at Coke Va. as Substitute for the time of said leave, please state how many days leave I've had to the present time. I have no record of what time I've taken since Jan 1st-1938. as that is at Lee Masher. the young Lady gave me a slip while I was at the Office stating I still had 90 days & 20 hours coming to me for 1938.

Respectfully Yours
John F. Jarvis
Kpr.

Form 73 a

LL

REPORT OF TRANSFER OF APPOINTEE

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 5th DISTRICT,

Norfolk, Va., June 13, 1938

COMMISSIONER OF LIGHTHOUSES:

It is proposed to transfer the following-named employee as indicated, on or about June 1, 1938
(See instructions on reverse side)

Name, John F. Jarvis

Position, Keeper

From Tue Marshes Lt. Sta., Va.

To Pages Rock Lt. Sta., Va.

Salary and range, $1740 ($1560-1920)

Salary and range, $1740 ($1560-1920)

Previous incumbent and pay, --

Services terminated, --

Reason, Switching personnel and positions of the two stations in accordance with Bu. letter 6/7/38.

N. C. Manyon,
Superintendent of Lighthouses.

Norfolk, Va., June 13, 1938

The above-referred-to transfer became effective beginning with June 1, 1938
(Enter effective date in this space if transfer has been actually completed)

N. C. Manyon,
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES

WASHINGTON

Submitted to the Secretary of Commerce for his information.

For the Commissioner:

Chief of Personnel Division.

11—11251 U.S. GOVERNMENT PRINTING OFFICE: 1934

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LL

June 13, 1938

J. F. Jarvis, Keeper,
Tue Marshes Light Station,
Susan, Virginia.

You are being transferred by this Office to position of Keeper at Pages Rock Light Station, Va., at your same rate of pay. You are directed to report for duty at that station as soon as practicable, inasmuch as the transfer is effective as of June 1.

Before you leave the station you will prepare property returns for the incoming keeper to sign. Upon your arrival at Pages Rock Light Station you will sign the property returns at that station after you have satisfied yourself that all the property is on hand in accordance with the returns. A copy of the property returns should be forwarded to this Office at once.

N. C. Manyon,
Superintendent of Lighthouses.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
JUN 13 1938
NORFOLK, VA

Inc Marshes

FIFTH DISTRICT

Susan Va.
(Station, Depot, or Vessel)

June 9th, 1938

Supt of Light Houses,
Norfolk Va.

Sir;

In reply to your letter of June the 8th in regard to being transferred to Pagoe Rock Light Station, I wish to say that I desire to stay where I am for the remaining time I have in the Service, will endeavor to do the best I can with maintaining ~~maintenance~~ of these additional lights

Respectfully

John F. Jarvis

Keeper,

NCM:AHG.

June 8, 1938.

Keeper,
Tue Marshes Light Station,
Susan, Va.

Subject: Re-grouping of lights.

1. This Office desires to know whether you desire to stay at Tue Marshes, at an increase of $10.00 per month, or be transferred to Pages Rock Light Station at your present rate of pay.

2. There will be three keepers at Tue Marshes and they will be expected to keep the following lights, and scrape and paint them as required:

Browns Bay Lights 1, 3 and 4
York Spit Swash Channel Lighted Buoys 1 and 3
York Spit Swash Channel Light
Perrin River Junction Lighted Buoy
Perrin River Entrance Light
Ellen Island Light
Perrin River Inner Light
York River Thoroughfare Lights 1 and 5 and Beacons 2 and 3
Candy Point Light
Bay Tree Point Light
Bennett Creek Light
York Point Light
Sarah Creek Channel Light
Sarah Creek Entrance Light
Sandy Point Shoal Light
Middle Ground Light
Purtan Bay Light
Roanes Flat Light
Bells Rock Light
Fillbates Creek Light.

3. Your attention is called to the fact that much more work will be expected of the Keepers of Tue Marshes in the future in connection with maintaining these additional lights, and you are also informed that this Office has no idea of making Pages Rock Light Station an automatic aid.

4. An immediate answer is required.

N. C. MANYON,
Superintendent of Lighthouses.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NORFOLK, VA.

1300

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FIFTH DISTRICT

Tue Marshes Lt.
(Station, Depot or Vessel)

April 1st, 1938

Supt of Light Houses
Norfolk. Va.

Sir:-

In reply to your letter of March. 15th
in reference to optional retirement
in 1939. will say I request to
retire May 1. 1939.

Respectfully

John F. Davis

Keeper.

Supt.
Asst. Supt.
Chief Clk.
Asso. Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Ordering
Personnel
Dist Kpg.
Prep. Clk.
Stores.
Messenger
Van

LL

March 15, 1938

J. F. Jarvis, Keeper,
Tue Marshes Light Station,
Susan, Virginia.

1. The records of this Office show that you will be eligible for optional retirement on March 1, 1939. Please advise at once whether or not you are planning to retire before June 30, 1939, and if so, when.

2. An immediate reply is requested.

N. C. Manyon,
Superintendent of Lighthouses.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

Lue Marches L.S.
1300

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
JAN 17 1935
BALTIMORE, MD.

FIFTH DISTRICT

Susan, Va.
(Station, Depot, or Vessel)

January 15, 1935

Supt. of Lighthouses
Norfolk, Va.

Dear sir,

This is to inform the office that I have again sent local substitute to the station for an eight day period.

The physican says he can not remove the caste from my arm for at least two weeks.

I will resume my duties as soon as the condition of my arm will permit me to use it. Meanwhile I will continue to keep the office informed.

Yours respectively,
John F. Jarvis, Keeper
per Alice M. Jarvis

Supt.
Asst. Supt.
Chief Clk.
Asst. Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Master Engr.
Mystic
Accounts
Ordering
Personnel
Cost Kpg.
Prep. Clk.
Stenog.
Messenger
Site

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
APR 8 1930
BALTIMORE, MD.

FIFTH DISTRICT

Tue Marshes Lt

(Station, Depot, or Vessel)

April 1st, 1930

Supt of Light Houses
Baltimore. Md.

Sir:-

Having had no shore liberty since returning to duty February 1st. I think I am Entitled to the balance of my January pay, and would greatly appreciate the receipt of same

Respectfully

John F Jarvis
Keeper

Dept:
Asst. Supt.
Chief Clk.
Asso. Engr. (1)
Asso. Engr. (2)
Asst. Engr.
1 Drafts
2 Drafts
Hydrog.
Accounts
Ordering
Personnel
Cost Kpg.
Stenog. Clk.
Stenog.
Messenger
File

Check sent 4/24/30
JJ

WLR:CEP
Encl.

February 3rd, 1930.

Mr. J. F. Jarvis, Keeper,
Tue Marshes Light Station,
Susan, Va.

Subject: Pay for January.

1. In view of the fact that as yet you have had no leave accrued for the present calendar year, it will be necessary for this Office to hold up for several months one half of your January pay.

2. As soon as you have had sufficient leave accrued check will be forwarded. There is inclosed your pay-check for half of January.

Superintendent of Lighthouses.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Tue Marshes

DEPT. OF LIGHTHOUSES
JAN 27 1930
BALTIMORE, MD.

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
BALTIMORE, MD.

Jan. 27, 1930.

Memo. to Superintendent.

J. F. Jarvis, keeper of Tue Marshes Light Station, has been absent on account of illness all of January and has stated that he will be able to return to duty February 1st. Shall we hold up his January check until leave is accrued?

GI

Pay now for 1/2 month

Supt.
Asst Supt.
Chief Clk.
Asst. Engr. (1)
Asst. Engr. (2)
Asst. Engr.
1 Drafts
2 Drafts
Hydrog.
Accounts
Ordering
Personnel
Cost Kps.
Prop. Clk.
Stenog.
Messenger
File

Paid for balance of January
JJ 4/23/30

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
JAN 22 930
BALTIMORE, MD

The Marshes

FIFTH DISTRICT
Susan Va.
(Station, Depot, or Vessel)

Jan 18. 1930, ~~192~~

Supt of Light Houses
Baltimore. Md.

Sir,

1 I wish to notify you that I have been discharged from the Hospital, and desire to say if I continue to improve as I have for the last two weeks expect to be able to return to duty Feb 1st. I have notified the relief Mr. Daily through Mr Hudgins the Asst Keeper to this Effect,

2 In regard to Annual Requisition will say that I will forward this form as soon as possible after reaching the Station

3 I will also make correction in Annual Property Returns for 1929, returned to to me while in Hospital,

Hoping this will be satisfactory until I get on the job I am Respectfully

Yours John F. Jarvis
Keeper,

Supt
Asst. Supt
Chief Clk.
Asso. Engr. (1)
Asso. Engr. (2)
Asst. Engr.
1 Drafts
2 Drafts
Hydrog.
Accounts
Ordering
Personnel
Cost Kpg
Stenog. Clk.
Stenog.
Messenger
Mtg

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

True Marshes

SUPT. OF LIGHTHOUSES
DEC 12 1929
BALTIMORE, MD.

FIFTH DISTRICT
Lucas Va
(Station, Depot, or Vessel)

Dec. 10th, 1929

H. D. King,
Supt. of Lighthouses,
Sir,

My husband John F. Jarvis, Keeper of True Marshes Light Station arrived at Marine Hospital Norfolk Va, November 28th, 1929, He was operated on Dec. 4th for hernia received or that came down when painting under over head decks at the lighthouse
When operated on for this they removed his appendix, and a minor operation for difficulty in passing urine
He is getting on as nicely as can be expected so far He could not fill in blanks before he went to hospital but will fill in the forms sent from your office regarding the appropriate time of his return to duty as soon as possible.

Yours Truly
Mrs. John F. Jarvis.

Supt.
Asst. Supt.
Chief Clk.
Asso. Engr. (1)
Asso. Engr. (2)
Asst. Engr.
1 Drafts
2 Drafts
Hydrog.
Accounts
Clearing
Carpenter
Coal Kpr.
Prop. Clk.
Stenog.
Messenger
File

WLR:AHL.
Encl.

November 22, 1929.

Keeper,
Tue Marshes Light Station,
Susan, Va.

Subject: Leave of absence.

1. In reply to your letter of the 20th, you are authorized to start your leave at once. Fill in the attached Form 75 and forward same to this office. Additional Keeper Ensor will leave here Monday night and will report at your station some time on Tuesday. He will go to Yorktown and hire motor boat from that point.

2. In view of the shortage in our appropriation and the need of additional keepers at various stations, it is requested that you advise as soon as possible the approximate date of your return, unless you know at this time and can fill same in on the attached request, in order that the additional keeper may leave your station for another detail about eight days before you return, during which time the Asst. Keeper can remain there alone.

Superintendent of Lighthouses.

Copy for Asst. Keeper, Tue Marshes L.S., forwarded thru Additional Keeper Ensor.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
NOV 22 1929
BALTIMORE, MD.

FIFTH DISTRICT

Tue Marshes Lt.
(Station, Depot, or Vessel)

November 20th, 1929

Supt of Light Houses
Baltimore, Md,

Sir:

Just come ashore and find your Telegram I will arrange for hospital treatment at once please inform me when and where to meet Additional Keeper,

Respectfully
John F. Jarvis
Keeper,

Supt.: Re as follows. Add'l not on leave but is ready to report when we have place for him. He could relieve Jarvis early next week, stay Tue Marshes until about Dec 6, then go Cobb Pt. bar. AK Cobb Pt on leave Dec. 1–30. Tue marshes hire man locally after lapse of 8 days from day Add'l leaves. When it is certain how long Jarvis will be off local substitute can be laid off 8 days before return of Jarvis. MR

Mrs. John F. Jarvis. 8"/1

Supt.
Asst. Supt.
Senior Clk.
Asso. Engr. (1)
Asso. Engr. (2)
Asst. Engr.
1 Drafts
2 Drafts
Hydrog.
Accounts
Ordering
Personnel
Cost Kpr.
Prop. Clk.
Stenog.
Messenger
Elle

S.K.
12/1/29

Fue Marshes

Susan Va.,
Nov. 13th 1929.

SUPT. OF LIGHTHOUSES
NOV 15 1929
BALTIMORE, MD.

Asst. Supt of Light Houses
Baltimore Md.,

In reply to your telegram will say that Mr. Jarvis is on the Light House I expect him to be home for his mail the last of the month that is if his condition does'nt get worse, if so he will be here earlier however you will hear from him as soon as he gets here. Respectfully Yours.

Mrs. John F. Jarvis.

over

Supt.
Asst. Supt.
Chief Clk.
Asso. Engr.
Asso. Engr.
Asst. Engr.
1 Drafts
2 Drafts
Hydrog.
Accounts
Ordering
Personnel
Cost Kps.
Prep. Clk.
Stenog.
Messenger
File

NO. 14a
ESIDENT
926

WLR:AHL.

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM L. M. HOPKINS

BUREAU LIGHTHOUSE SERVICE, DEPARTMENT OF COMMERCE

CHG. APPROPRIATION GENERAL EXPENSES, LIGHTHOUSE SERVICE

Supt. of Lighthouses, Baltimore, Md.

GOVERNMENT PRINTING OFFICE 11—9240

1.55 P.M. Nov. 12, 1929.

J. F. Jarvis,
Susan, Va.

Your letter fifth Can you arrange for hospital treatment at once Additional Keeper now available none in December

Asst. Superintendent of Lighthouses.

can arange to dooo. You will find from the records in the Office Accoo leave due me. and I will gredly appreciate any favor you can grant me, and will also request that I be furnished with Identification papers to insure admidance to Hospille in conclusion will say I am anxiously awaiting a favorable reply to the above request Respectfully

John F. Jarvis
Keeper,

December
bad month.
what can be done?

Supt.
Asst. Supt.
Chief Clk.
Asso. Engr. (1)
Asso. Engr. (2)
Asst. Engr.
1 Drafts
2 Drafts
Hydrog.
Accounts
Ordering
Personnel
Cost Kps
Prep. Clk.
Stenog.
Messenger
File

...UNICATIONS TO
...NT OF LIGHTHOUSES
...ALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
NOV 8 1929
BALTIMORE, MD.

FIFTH DISTRICT

True Manokee St.
(Station, Depot, or Vessel)

November 5th, 1929.

Supt of Light Houses
Baltimore Md.

Sir;

I wish to state that I am in need of Medical treatment, and desire to arange so as to go to the Hospille they first of December and I respectfully regunt that you furnish me with a relief at that time if you can arange to do so. You will find from the records in the Office Accor leave due me, and I will greatly appreciate any favor you can grant me, and will also request that I be furnished with Identification papers to insure admitance to Hospille in conclusion will say I am anxiously awaiting a favorable reply to the above regunst Respectfully

John F. Jarvis
Keeper,

December
bad month.
what can be done?
H

Supt.
Asst. Supt.
Chief Clk.
Asso. Engr. (1)
Asso. Engr. (2)
Asst. Engr.
1 Drafts
2 Drafts
Hydrog.
Accounts
Ordering
Personnel
Cost Kps.
Prop. Clk.
Stenog.
Messenger
File

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. LIGHTHOUSES
JAN 4 1929
BALTIMORE MD

FIFTH DISTRICT

Tue Marsher Lt.
(Station, ~~Depot, or Vessel~~)

January 1st, 1929

Supt of Light-Houses
Baltimore, Md.

Sir.

In accordance with instructions, I here with return Commissioner's Efficiency Star, awarded me for the past year.

Respectfully

John F. Jarvis
Keeper

Supt.
Asst. Supt.
Chief Clk.
Asso. Engr. (1)
Asso. Engr. (2)
Asst. Engr.
1 Drafts
2 Drafts
Hydrog.
Accounts
Ordering
Personnel
Cost Kps.
Prop. Clk.
Stenog.
Messenger
File

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
JAN 4 1928
BALTIMORE, MD

FIFTH DISTRICT

Tue Marshes Lt.
(Station, Depot, or Vessel)

January 1st, 1928

Supt of Laight Houses
Baltimore. Md.

Sir

In accordance with Instructions I here with return Efficiency Star awarded this Station for the past year.

Respectfully

J. F. Jarvis
Keeper.

Supt.
Asst. Supt.
Chief Clk.
Asso. Engr. (1)
Asso. Engr. (2)
Asst. Engr.
1 Drafts
2 Drafts
Hydrog.
Accounts
Ordering
Personnel
Cost Kps.
Prop. Clk.
Stenog.
Messenger
File

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
MAR 19 1927
BALTIMORE, MD.

FIFTH DISTRICT

True Washer St.
(Station, ~~Depot, or Vessel~~)

March 14th, 1927

Supt of Light Houses
Baltimore, Md.

Sir,

I beg to acknowledge receipt of Check of March 3rd for $5-65/100 amount - award by you in the purchase of the necessary accessories for Radio set for my station thanking you for efforts in our behalf

I am Respectfully
Yours

John F. Jarvis
Keeper

Supt.
Asst. Supt.
Chief Clk.
Asso. Engr. (1)
Asso. Engr. (2)
Asst. Engr.
1 Drafts
2 Drafts
Hydrog.
Accounts
Ordering
Personnel
Cost Kpr.
Prop. Clk.
Stenog.
Messenger
File

Form A-88

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

OFFICE OF LIGHTHOUSES
JAN 19 1927
BALTIMORE, MD.

January 1, 1927.

Mr. John F. Jarvis,

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,

CLIFFORD HASTINGS
Chief of Appointment Division.

From: $1560 per annum.

To: $1620 per annum.

Service and grade: Field.

Appropriation (unit):

Keeper, Tue Marshes Lt.
eoc- DRH

Supt.
1 A Supt.
Chief Cl.
2 A Supt.
3 A Supt.
4 A Supt.
1 Drafts
2 Drafts
Hydrog.
Accounts
Ordering
Personnel
Cost Kps.
File Clk.
Stenog.
Messenger
File

C
5

GOVERNMENT PRINTING OFFICE 11—0051

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

SUPT. OF L... JUL 10 1925 BALTIMORE MD.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1925.

Mr. John F. Jarvis, Lee Horsley

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $1500 per annum to $1560 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,

EDWIN T. GARDNER
Acting Chief of Appointment Division.

11—8074

OK
JCW

H
5th

Dept
Chief Cl.
1 A Supt.
1 A Supt.
1 A Supt.
Mech.
1 Drafts
1 Drafts
Hydrog.
Accounts
Ordering
Personnel
Coast Engr.
File Cl.
Messg.
Messenger
Fil.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 31, 1925

DEPT. OF LIGHTHOUSES FEB 6
1925 FEB 5 PM 3 42

Mr. John F. Jarvis, Inc Hirshfield

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,

Acting CHIEF
Chief of Appointment Division.

Position: Keeper.

Salary: $1500. OK

Appropriations: Salaries, Keepers of Lighthouses.
General Expenses, Lighthouse Service.

EK

5th OK

St. Louis

FP-4
17 December 1953
LL

General Accounting Office
Claims Division
Washington 25, D. C.

Re: John F. Jarvis, Keeper, FLHS, Retired,
Deceased

Gentlemen:

The following information relative to the pay account of the retired civilian employee named above is furnished for use in the settlement of claim for final pay held due in his case:

Date of death:	November 29, 1953
Gross pay to date of death:	$137.75
Federal Tax withheld and disposed of:	None
Other deductions:	None
Net amount due on death:	$137.75

Last paid for the period 1-31 October, 1953 on D. O. Vou. No. 436-1056, settled in the October 1953 accounts of Paul D. Banning, CDO, SN 346.

Appropriation to which chargeable: 2040241, Retired Pay, Coast Guard, 1954.

Rate of retired pay was $142.50 per month.

Application for payment of amount due the decedent (Standard Form 1055) is being furnished next of kin.

Very truly yours,

LEO J. KING, LT, USCG
Chief, Payments and Claims Division
By direction of the Commandant

LEHynes:mch 8-1

STANDARD FORM 127
APRIL 1952
PRESCRIBED BY GENERAL SERVICES ADMINISTRATION REG. 3-IV-302.

REQUEST FOR OFFICIAL PERSONNEL FOLDER
(SEPARATED EMPLOYEE)

Submit in duplicate to the Federal Records Center, St. Louis, Mo.

1. DATE OF REQUEST: 6 January 1954

SECTION I—TO BE COMPLETED BY REQUESTING OFFICE

General Services Administration
Records Management Service, Region 6
Federal Records Center
1724 Locust Street
St. Louis 3, Mo.

2. NAME (*Last, first, middle*)	3. NAME UNDER WHICH FORMERLY EMPLOYED FEDERALLY (*If other than item 2*)	4. DATE OF BIRTH
JARVIS, John F.		2-8-74

5. FORMER FEDERAL EMPLOYING OFFICE (*Agency, bureau or equivalent, address, and dates of employment*)

Lighthouse Service, Norfolk, Virginia
Retired 4-31-39

(*If formerly employed by agencies in addition to above, list under item 7*)

6. PERSONNEL FOLDER ACTION (*Check appropriate box*)

- [ ] a. CURRENTLY EMPLOYED. REQUEST TRANSMISSION OF FOLDER COVERING PREVIOUS FEDERAL EMPLOYMENT FOR PERMANENT RETENTION
- [X] b. REQUEST TRANSMISSION OF FOLDER FOR TEMPORARY USE
- [ ] c. CONSOLIDATE ATTACHED PAPERS WITH OFFICIAL PERSONNEL FOLDER PREVIOUSLY FORWARDED

7. REMARKS

This Official Personnel Folder was sent from
The National Archives, Washington, D. C. with
Record Group 26 or 56.

SECTION II—FOR USE BY FEDERAL RECORDS CENTER, ST. LOUIS, MO.

8.

- [ ] a. CONSOLIDATE ATTACHED PAPERS WITH FOLDER PREVIOUSLY FORWARDED
- [✓] b. FOLDER ENCLOSED
- [ ] c. FOLDER NOT LOCATED
- [ ] d. FLAGGED, FOLDER TO BE FORWARDED WHEN LOCATED
- [ ] e. FOLDER PREVIOUSLY REQUESTED IS ENCLOSED
- [ ] f. FOLDER FORWARDED ON A LOAN BASIS IN LIEU OF INFORMATION REQUESTED. IF EMPLOYEE IS REHIRED, FOLDER SHOULD BE RETAINED BY YOUR AGENCY

9. REMARKS

1-11-54 OK

NOTE.—Original will be used as charge-out by Federal Records Center. Duplicate will be returned as transmittal sheet when appropriate.

TO: Chief, Civilian Personnel Division
ADDRESS: U. S. Coast Guard
1300 E Street, N. W.
Washington 25, D. C.
ATTN:

Requesting agency will type name and address of office submitting request in address box. To be used to mail folder or reply.

U. S. GOVERNMENT PRINTING OFFICE 16—66697-1

OUT FILES

OUT FILES out

JARVIS, JOHN F.

JARVIS, JOHN F.

Retired 4/30/89

OM.

Form 73 **ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF APPOINTEE**

Department of Commerce and Labor

LIGHTHOUSE SERVICE



OFFICE OF LIGHTHOUSE INSPECTOR, Fifth DISTRICT,

Baltimore, Maryland

June 7, 1912 , 191

THE COMMISSIONER OF LIGHTHOUSES:

The following recommendation is submitted:

Action proposed, Appointment

Name, John F. Jarvis Legal residence, Virginia

Position, - Keeper Salary, $600.00 per annum

Location, Tue Marshes Lightstation, Va.

Effective July 1, 1912 or as soon thereafter as he enters on duty. ~~on the actual date of entrance on duty.~~

Former position, Keeper Former salary, $50.00 per mo.

Location, Tue Marshes Lightstation, Va.

Rank in list of eligibles, Rating, Percentage,

Other eligibles considered,

Letters of declination inclosed,

Previous incumbent, Services terminated,

Reason,

Remarks: To be paid from the appropriation, "Salaries of Keepers of Lighthouses."

Rutland.

Inspector

Department of Commerce and Labor

BUREAU OF LIGHTHOUSES

WASHINGTON

JUN 21 1912

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

11—2314

~~Acting~~ Commissioner

GENERAL APPOINTMENT—FIXED DATE

Department of Commerce and Labor

APPOINTMENT DIVISION

Washington

June 29, 1912.

Mr. John F. Jarvis,

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 Six Hundred dollars per annum, effective July 1, 1912.

(By change from $50 per month.)

By direction of the Secretary:

Respectfully,

(SIGNED) GEO. W. LEADLEY

Chief of Appointment Division.

F
D

July 1, 1912.

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

Legal Residence: Virginia.

11—1393

Department of Commerce and Labor

LIGHT HOUSE BOARD
JUN 8 1909
NO.

EFFICIENCY REPORT

(Read the instructions on the reverse side of this Form before attempting to fill it out.)

1. Bureau Lighthouse Service
2. Where employed Tue Marshes Light-Station, Va.
3. Name John F. Jarvis
4. Where born Virginia
5. Age 35
6. Position Keeper
7. Compensation $50. per mo
8. When appointed (a) August 26, 1898 Oath September 5, 1898.
9. How appointed (b) Through Civil Service Examination
10. Appointed from
   - State Virginia
   - Congressional District 1st
   - County Mathews
11. Status under Civil Service Rules (c) Classified Competitive
12. Is the employee an honorably discharged soldier or sailor? No
13. Other Government service Seaman on tender MAPLE from Feb.18,1897, to Sept. 5, 1898.
14. Duties (describe fully) Is responsible for lighting and extinguishing the light and for public property at station and its preservation. Runs fog bell.
15. Efficiency
   - Quantity of work (d) 10 tenths
   - Quality of work (e) Excellent
   - Interest manifested in work (f) Yes
16. Is this employee fully earning the salary he is now receiving? Yes
17. Remarks (g) Card states had 6 years 4 months service prior to July 1, 1903. Card also states was appointed before classification. Took the Keeper examination in January or February 1898.

CAPTAIN, U. S. N.
NAVAL SECRETARY

Robt. D. Russell
Commander, U. S. N., Inspector, 5th Light House Dist.
Head of Bureau or Office.

June 5, 1909

11—3005

READ THE INSTRUCTIONS ON PAGE 3

Department of Commerce and Labor

EFFICIENCY REPORT

MAY 13 1911

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

1. Name John F. Jarvis 2. Age 37 (Last birthday.)

3. Bureau Lighthouse Service 4. Position Keeper

5. Compensation $50. per mo. 6. Where employed Tue Marshes Light, Va.

7. When appointed (*a*) Aug. 26, 1898 8. How appointed (*b*) Through Civil Service examination.

9. Status under Civil Service Rules (*c*) Classified competitive.

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

11. Does the employee receive a pension? No. If so, state the amount

12. Other Government service Seamen on tender MAPLE from Feb. 18, 1897, to Sept. 5, 1898.

13. Duties (describe fully) Is responsible for lighting and extinguishing the light and for public property at station and its preservation.

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

15. Efficiency (*d*):

	Averages.	Relative weights.	Products of averages multiplied by weights.	
Quantity of work	95	2	190	00
Quality of work	85	3	255	00
Interest manifested in work (see also Question 17)	100	3	300	00
Attendance	100	2	200	00
Total		10	945	00
Average percentage			94	50

11—4259

16. In the following form state the number of days of annual leave, sick leave, and leave without pay taken in each of the years 1908, 1909, and 1910:

1908.			1909.			1910.		
Annual.	Sick.	Without pay.	Annual.	Sick.	Without pay.	Annual.	Sick.	Without pay.

17. Is this employee a purely routine employee, or does he manifest interest, not only in his own work but also in the work of the office or bureau as a whole, to the extent of overtime work or voluntary efforts by suggestion or otherwise to add to its efficiency? (Answer fully.) Is not a purely routine employee and manifests interest in his work and in the service.

18. On the basis of efficiency alone, is this employee overpaid or underpaid as compared with others in your office engaged on the same grade of work, or is his salary a fair equivalent for the service rendered? (Answer fully.) Fair equivalent.

If the present salary is above or below a fair equivalent, state what, in your opinion, it should be.

19. Is this employee superannuated? No. If so, what percentage of salary is unearned?

20. Remarks: (*e*)

The official who is primarily responsible for the statements herein submitted will sign here—

Commander, U. S. N. Inspector, 5th Dist.

The official who approves the statements thus submitted will sign here—

Chief of Bureau or Office.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSES
1921 JUN 24 AM 8 30

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
BALTIMORE, MD.

MEM

6/24/21, Commended Jarvis + Powell
Copy to Insp.
" " Lens
" " appt. Div.
" " G.B.D.C.

Hydrog.
Engr. Corps
Mar. Engr.
Accounts.
Contracts
Chf. Clk.
Sup. Coastwise
Seaman.

Dept Cmdd 7/2 Jun 24

Noted WRM 6/24/21

June 23, 1921.

Commissioner of Lighthouses,
Washington, D.C.

Subject: Commendation, John F.Jarvis and Robt. F.Powell, Kprs., Tue Marshes L.S.
Robert F. Powell, Asst. Keeper

1. There is quoted hereon letter of June 18 from the Keeper of Tue Marshes Light Station, Va., addressed to this office.

"At 5 A.M. today we sighted a large motor launch about half a mile East of station with distress signal set. Keeper and Assistant lowered station boat and boarded same. Launch was in command of U.S.N.Ensign with four other seamen. Said launch was from Naval Air station and had broken down. He asked if I could get a message to Commanding Officer, Torpedo Testing Barge No. 3 at Yorktown for aid. We complied with his request and arrived back aboard of station at 9.15 A.M. all S.M."

2. It is recommended that Mr. Jarvis and Mr. Powell be commended for assistance which they rendered as cited above.

H. D. King.
Superintendent of Lighthouses.

1-BK

LIGHTHOUSES

1921 JUL 1

JUN 30 1921 48

Sir:

Referring to report of assistance rendered by you on June 18, 1921, in sending a message for aid for the motor launch from the Naval Air Station, which was sighted by you in distress about one-half mile east of the light station, the Department is pleased to commend you for the assistance rendered and for your prompt action on this occasion, which will be noted on the records as part of your official history.

Respectfully,

Secretary of Commerce.

John F. Jarvis, Keeper,
Tue Marshes Light Station, Va.
(Through Commissioner of Lighthouses).

LIGHTHOUSES---Bureau's files. C. H. HUSTON.

Exact copy as signed by ----------
Mailed ---JUL 1921--------by ----------

Inclosure

Bureau of Lighthouses, Wash., Copy to 5th Supt. Inclosed is copy of letter of commendation addressed to Assistant Keeper Robert F. Powell.

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. 1252 Sheet No. 5(b)- 132

Space reserved for the use of the Board

1. Purvis John F.
(Surname) (Given name) (Initial)

2. Department Commerce
3. Bureau Lighthouses
4. Field service Lighthouse Service
5. (a) Field station Nobska Light Station
(b) Subdivision
(c) City or town State

6. Pay roll title Light Keeper
7. Customary office title Keeper
8. Present administrative allocation $1200-1680
9. Present gross rate of pay $ 1680.
10. Deduction for allowances $ None
11. Net rate paid in cash $ 1680.

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

13. Describe any other allowance, privilege, or perquisite of value

14. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, state kind and annual cost
Uniform, approximately $15.00

15. (a) Regular hours of work: From [illegible] m. to [illegible] m. (b) How many hours per week excluding unusual or irregular overtime work?
Summer 66 Winter 66 (c) If not a full time and all-the-year-round position, state number of hours per day ; number of days per { week / month / year } (d) If certain hours of availability for duty, outside of regular working hours, are required, state hours and type of such duty Subject to duty when necessary, [illegible] hours of it

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

17. (a) Does the employee in any way direct or supervise other employees? Yes (b) If so, in what way? (See Form 16 before answering)
By simple and direct personal instruction. Keeper and assistant usually work side by side or watch and watch on same work.
(c) How many? One

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.

A. B. Ridgley, Jr., 5(b) 135

19. (a) Is the employee in any way directed, supervised, or instructed, or his work reviewed? Yes (b) If so, in what way? (See Form 16 before answering)
By periodical (usually semi-annual or more frequent) inspection of his station by district superintendent or his representative, and by review in district office of monthly reports and annual property returns.

20. What is the name, official position, and sheet number of the employee's immediate superior? H. D. King, Supt. of Lighthouses, 5(a)2.

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

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

Other education (describe):

22. What length and kind of experience or other training did the employee possess upon original entrance into this position which was most qualifying or pertinent?
Five years seaman on inland waters & Atlantic Coast

10—1856

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

Percentage of working time	
8/12	there are one Asst. under me, I am responsible for the upkeep of the Station, our duties are runing the light and fog signal in the dr wr ather Cleaning and painting ovr halling Station Boats and Care of same, I duties are performed together through the day, and Each man Stands Six hours watch at night,
2/12	In Action to duties of Station wr have a Beacon light to Care for Visit same in Station Boat once a week, Distance from Station two and half Miles
2/12	this Station is isolated wr have nine miles traffic in Obtaining Mail and provisions

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.

John F Jarvis
(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

Answer to Question 25, P.C.B.Form No.14

This employee is principal keeper in charge of a lighthouse built on submarine foundation. The structure consists of a 2 story house about 30 feet square on a foundation inter-braced iron piles, and surmounted by a glazed lantern containing Fresnal lens for display or light which may be either kerosene wick lamp or incandescent oil vapor apparatus. The house is also equipped with fog bell operated by clockwork. Communication with shore is by motor launch kept at station. Each of two keepers is allowed 5 days ashore per month and when both are at station, they divide watches of light and fog signal. The principal keeper is in responsible charge and his first duty is to see that the light never fails to burn from sunset to sunrise nor the fog signal to sound when needed. All apparatus is required to be kept in perfect condition of cleanliness and operating efficiently and the entire structure thoroughly clean and well painted inside and outside, and minor repairs made as needed within his capacity. Owing to exposed location and salt water, proper preservation of metal work, especially iron foundations, requires constant attention. He is also required to keep all station records including journal watch book, fog-signal record and property accounts.

The attendance upon minor lights grouped under care of this keeper's station is an important duty and requires skill and considerable risk in operating motor launch oftentimes under stormy conditions, and knowledge of the care and operation of acetylene gas apparatus.

U. S. GOVERNMENT PRINTING OFFICE: 1929

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	
	there are one Asst. under me. I am responsible for the upkeep of the Station, our duties are running the light and fog Signal in the Inclement weather Cleaning and painting ours Station Boats and Care of same, Duties are performed together through the day, and Each man Stands Six hours watch at night.
8/12	
	In addition
2/	

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.

Sept.21, 1928 (Date) — H. D. King (Signature of Preparing Officer) — Supt. of Lighthouses (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 $[illegible] to $[illegible]

Sept.21, 1928 (Date) — H. D. King (Signature of head of field office or station) — Supt. of Lighthouses. (Title)

29. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $1560, to $1860

SEP 21 1928, 1928 (Date) — H. B. BOWERMAN (Signature of head of bureau or his representative) — Acting Commissioner of Lighthouses. (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1928

Form 73 a

LL

REPORT OF TRANSFER OF APPOINTEE

LIGHTHOUSES
JUN 14 8 39 AM '38

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 5th DISTRICT,

Norfolk, Va., June 13, 1938

COMMISSIONER OF LIGHTHOUSES:

It is proposed to transfer the following-named employee as indicated, on or about June 1, 1938
(See instructions on reverse side)

Name, John F. Jarvis

Position, Keeper

From Tue Marshes Lt. Sta., Va.

To Pages Rock Lt. Sta., Va.

Salary and range, $1740 ($1560-1920)

Salary and range, $1740 ($1560-1920)

Previous incumbent and pay, --

Services terminated, -- Himself

Reason, Switching personnel and positions of the two stations in accordance with Bu. letter 6/7/38.

N. C. Manyon,
Superintendent of Lighthouses.

R

Norfolk, Va., June 13, 1938

The above-referred-to transfer became effective beginning with June 1, 1938
(Enter effective date in this space if transfer has been actually completed)

N. C. Manyon,
Superintendent of Lighthouses.

R

BUREAU OF LIGHTHOUSES

WASHINGTON

July 1, 1938

Submitted to the Secretary of Commerce for his information, attention being invited to the Department's approval on June 1 of the exchange in complements of the Tue Marshes and Pages Rock Light Stations, this form being submitted in the case of each employee, for record purposes.

6

For the Commissioner:

R. J. GROSS
Chief of Personnel Division.

11—11251 U.S. GOVERNMENT PRINTING OFFICE: 1934

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 9a)

April 28, 1939
Date

Superintendent of Lighthouses,

Fifth District

Norfolk, Va.
(City)

I hereby apply for retirement from active duty in the Lighthouse Service effective May 1, 1939, on the basis of service shown hereon.

John F. Jarvis
(Name)

Keeper, Susan Va.
(Designation)

LMF

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

City Norfolk, Va. *Date* April 28, 1939

Submitted to Commissioner of Lighthouses, Washington, D. C., recommending retirement at $ 1,305.00 per annum, effective at the close of ~~Febr~~ April 30, 1939.

It is certified that the record of service and pay shown on Page 2 is correct as shown by the records of this office, and that all Government service shown has been verified.

N. C. Manyon,
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES, *Washington, D. C.*, April 29, 1939

Submitted to the Secretary of Commerce, recommending approval, in accordance with the Act of June 20, 1918, providing for retirement from active duty in the Lighthouse Service.

Acting *Commissioner of Lighthouses.*

FOR USE OF DEPARTMENT

11—10551

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 9a)

Name John F. Jarvis Date of birth February 8, 1874

Designation Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

(Including military, naval, and civilian service. Each department, branch, or independent office in which applicant served in a civilian capacity should be listed separately)

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment in Lighthouse Service, Fifth District.							
Seaman	Feb.	18	1897	Sept.	4	1898	1-6-17
Keeper	Sept.	5	1898	April	30	1939	40-7-26
Total service		42 years, 2 months, 13 days					

Does applicant receive or has he applied for a pension from the Government under any law? No If so, give number of pension certificate or of claim: --

Does applicant receive or has he applied for compensation under the War Risk Insurance Act? No If so, give number of claim: --

Does applicant receive or has he applied for compensation under the Federal Compensation Act, as amended? No

If so, state the compensation received: --

STATEMENT BY FISCAL YEARS OF BASIC PAY RECEIVED DURING LAST FIVE YEARS OF ACTIVE SERVICE IMMEDIATELY PRECEDING EFFECTIVE DATE OF RETIREMENT

(Compute service on basis of 30 days a month. Do not include periods of leave without pay, rations, quarters, or other allowance)

Designation	Beginning			Ending			Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year		
Keeper	May	1	1934	June	30	1934	$1740.	$ 290.00
	July	1	1934	June	30	1935	"	1740.00
	July	1	1935	June	30	1936	"	1740.00
	July	1	1936	June	30	1937	"	1740.00
	July	1	1937	June	30	1938	"	1740.00
	July	1	1938	April	30	1939	"	1450.00

Total compensation for last five years of active service $8,700.00

Average compensation for last five years of active service 1,740.00

Annual rate of retired pay ($ 1,740.00 × years 30 ÷ 40) = $1,305.00

(Not exceeding 30)

U. S. GOVERNMENT PRINTING OFFICE: 1934 11—10551

May 16, 1939.

Mr. John F. Jarvis,
Through the Commissioner of Lighthouses.

Sir:

My attention has been called to the fact that you retired from the Lighthouse Service at the close of April 30, 1939. The records show that your service has been very creditable and this should be a source of comfort in the future.

My good wishes go with you for long life and health and happiness.

Very sincerely yours,

HARRY L. HOPKINS

Secretary of Commerce.

Mildred E. Pedersen:P

5

MAY 22 1939

May 13, 1939.

Mr. John F. Jarvis,

Through the Commissioner of Lighthouses.

Sir:

In accordance with the provisions of Section 6 of the Act approved June 20, 1918, and upon recommendation of the Commissioner of Lighthouses, the Department has retired you from duty in the Lighthouse Service (Fifth District), with retired pay at the rate of $1,305 per annum, effective at the close of April 30, 1939.

By direction of the Secretary:

Respectfully,

(Signed) Oliver C. Short

OLIVER C. SHORT
Director of Personnel.

P 5

MAY 22 1939

3-8
File-75
det.

Susan, Va.
November 15, 1946

U.S. Coast Guard
Allotment Disbursing Officer
Washington 25, D.C.

Dear Sir,

This is to inform you that the card I am required to sign and mail to you on the last day of the month was not included in the envelope with my October check. Thinking probably that due to some change in your routine it would soon follow I have waited until the 15th to notify you. Please forward me a card as soon as possible as I do not wish anything to delay my check for November.

Thanking you in advance, I am

Yours truly,

John F. Jarvis, Lt(jg), USCG

Answered by form letter 11/22 2/4/46.

received 7-8-48

John F. Jarvis

~~Mrs. G. Watson Hudgins~~
Susan, Virginia
Mathews County

3-2
file 75
JCH checked off list 7/14/48 as

Mr. R. D. Fritz
Authorized Certifying Officer
Washington, D. C.

mailed 7/15/48 JCH

Dear Sir,

I am writing you regarding my check for retirement pay due July 1st. I have usually been receiving this check by the 3rd or 4th of the month at the latest. I wish to call to your attention that I have not received it and would appreciate your facilitating the original or copy of the same.

Thanking you, I am,

Yours truly,

John F. Jarvis Ret Asper,

STANDARD FORM 50 (9 PART)
UNITED STATES
CIVIL SERVICE COMMISSION
OCTOBER 1946

FORM APPROVED.
BUDGET BUREAU NO. 50-R064.

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—FIRST—MIDDLE INITIAL—LAST)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Jarvis, John F. (Mr.)	2-8-1874	6	10-18-48

This is to notify you of the following action affecting your employment:

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
AMENDMENT Retirement (Optional)	Close 4-30-39	

FROM		TO
Keeper	8. POSITION TITLE	
Plus $1740 per annum) $60 pa Qtrs	9. SERVICE, GRADE, SALARY	
U. S. Coast Guard	10. ORGANIZATIONAL DESIGNATIONS	
Norfolk, Va. Pages Rock Lt.Sta., Va.	11. HEADQUARTERS	
[X] FIELD [ ] DEPARTMENTAL	12. FIELD OR DEPT'L	[ ] FIELD [ ] DEPARTMENTAL

13. REMARKS

In accordance with the Comptroller General's Decision B-70029 dated 10-23-47, which reversed Decision A-31584 of 5-28-30, your retirement pay has been recomputed on the basis of the average gross pay (which includes the valuation of quarters for the period occupied) received during the last five years of your active duty. The computation on this basis changes the rate of your retirement pay from $1305.00 to $1350.00, and this notice is issued in order that you may have accurate information as to the rate of retirement pay which you are authorized to receive.

Total Service: 42 years, 2 months, 13 days

Computation: ($1800.00 x 30.0000 ÷ 40) = $1350.00

H. L. Morgan
H. L. MORGAN
Chief, Civilian Personnel Division

14. SIGNATURE OR OTHER AUTHENTICATION

15. VETERAN'S PREFERENCE							16. POSITION CLASSIFICATION ACTION			
NONE	5 PT.	10 POINT			WWII	WWI	OTHER	NEW	VICE	I. A.	REAL.
		DISAB.	WIFE	WIDOW							
X											

17. SEX	18. RACE	19. APPROPRIATION	20. SUBJECT TO C.S. RETIREMENT ACT (YES—NO)	21. DATE OF OATH (ACCESSIONS ONLY)	22. LEGAL RESIDENCE
M		FROM: TO: Sal., Kprs. of Ihs,CG	XXX IH 6-28-18		Va.

OCT 19 1948

4. PERSONNEL FOLDER COPY

☆ U.S. GOVERNMENT PRINTING OFFICE: 1947 — 369