2026 JUN 15 15.60

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

Date: 06/12/2026

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
Knowles, William, H.C.		1845 MD

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: 1913

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 (DE/NJ) 4th District

From:	To:
1875	1913

(Agency & Location)

From:	To:

Soundex = K542

(Agency & Location)

From:	To:

RD 10/28/21

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-00076346889

Attendant Signature:

CMRS Search Request Number(s): Submitted to Ar. search 6/18/26 SRM

Remarks:

26 JUN 26 AM 11:58:32

SCREENING NOTES

☐ Reviewed and Nothing Removed 8

☐ 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:

KNOWLES, WILLIAM H. C.

KNOWLES, WILLIAM H. C.

CAPT. CHAS. H. KNOWLES
153 WEST 84TH STREET
NEW YORK CITY

Galveston Tex.

May 24, 1912.

BUREAU OF LIGHT-HOUSES
MAY 31 1912
DEPT OF COMMERCE AND LABOR

VOUCHER BOND

Commissioner Light House Board,

Washington, D. C.

BUREAU OF LIGHT-HOUSES
JUN 5 1912
DEPT OF COMMERCE AND LABOR

Dear Sir:

My father, William H. C. Knowles, is keeper of the Front Range light on Cherry Island at Edgmoor, Delaware, and advises me that he has been informed by the Light House Superintendent for that district that his services will be no longer required after June 30, 1912.

I am advised that the reason for the dispensing of my father's services is on account of the fact that Actelyne Gas is to be substituted for the present equipment. My father is sixty-eight years of age, and has been in the service of the Department as keeper of Front Range light for twenty years and in the lighthouse department a total forty years, and by reason of his age and the fact that his health and strength have been impaired on account of his duties in connection with his employment, it will be all most a matter of impossibility for him to obtain other employment at his advanced age.

I would thank you to advise me at the address on this letter head whether it is the policy of the Department to dispense with the services of those who have given thirty-five or forty years of their life to the service of the government, or whether it is

VOUCHER BOND

6/10/12 Ans.

C.

CAPT. CHAS. H. KNOWLES
153 WEST 84TH STREET
NEW YORK CITY

.....191.....

VOUCHER

proposed to transfer those who have been displaced by the introduction of the Actelyne Gas equipment to stations where this equipment is not yet installed.

If this letter is answered promptly, I should receive a reply upon my return to New York, which will be in about seven or eight days hence, and I will appreciate it greatly if you will reply so that I may receive your letter at the time indicated.

Yours very truly,

C. H. Knowles.

Department of Commerce and Labor
Bureau of Light-Houses
Washington, May 31, 1912.

Respectfully referred to the Inspector of the 4th Light-House District for his information, proper action, and return with a report as to whether or not Knowles' services can be utilized elsewhere.

Acting Commissioner.

VOUCHER BON

June 4, 1912.

OFFICE OF INSPECTOR
JUN 6
PHILADELPHIA, PA.

The attached letter of Captain Charles H. Knowles is respectfully returned with the statement that Mr. W. H. C. Knowles, the keeper of Cherry Island Range Front Light-station is advanced in years and much afflicted with rheumatism and for these reasons many allowances have been made in estimating the value of his services in his present position.

There are only a very few stations in this District at present, at which it would be possible to re-employ this keeper after the discontinuance of his services at the present station, and all of these places are at present filled by other efficient men, long in the service.

I regret that there appears to be no position in the District to which the transfer of Mr. Knowles could be recommended.

BUREAU OF LIGHT-HOUSES
JUN 5 1912
DEPT OF COMMERCE AND LABOR

Rowe

6/10/12 Wrote Capt Chas H. Knowles,

HRW-McC.

W.H.C.Knowles,
req.for pension.

June 15, 1912.

Mr. W. H. C. Knowles,
Keeper, Cherry Island Range Front Lightstation, Del.,
(Through Fourth Inspector),
Philadelphia, Pa.

I have to acknowledge receipt of your two letters of the 3d instant, in regard to the termination of your services at the close of June 30, 1912, by reason of the fact that the illuminant of the light of which you now have charge is to be changed to acetylene.

The Bureau regrets there is no law under which you may be given a pension. You will be considered for assignment to duty at a station for which you may be qualified, should such a vacancy occur.

Acting Commissioner.

Department of Commerce and Labor
Bureau of Light-Houses
Washington
June 17, 1912.

Respectfully referred to the Inspector of the Light-House District for the files of his office.

Referring to your indorsement of the 10th instant in the matter, you may consider Knowles for some other station when a vacancy occurs, if you deem it advisable.

Acting Commissioner.

6-17-12 Copy to 4th Ins

HRW
TSC

OFFICE OF INSPECTOR
JUN 5 1912
PHILADELPHIA, PA.

Edgemoor, Del. June 3, 1912.

Hon. George R. Putnam,

Commissioner of Light Houses,

464 Louisiana Av.,

Washington, D. C.

JUN 11 1912

Sir:-

I am enclosing herewith a letter to you asking if something could not be done to provide me with a pension upon retiring from service in the lighthouse bureau. If you think that something might be done would you not hand this letter to the proper persons together with such recommendations as you might think advisable in the premises.

Trusting that something may be done, I am

Very respectfully yours,

W. H. C. Knowles

Keeper Cherry Is. Front Range Light

6-15-12 Letter to Knowles, with copy to 4th Dno
" " " 4th Dno

OFFICE OF JUN 5 1912 PHILADELPHIA, PA.

Edgemoor, Del. June 3, 1912.

Hon. George R. Putnam,
Commissioner of Light Houses,
464 Louisiana Av.,
Washington, D. C.

JUN 11 1912

Sir:-

I have received notice from your Bureau that my services, as lighthouse keeper, will be terminated at the end of this month, the reason being that an A.G.A. light has been installed and my services are no longer needed.

I have for the past twenty-one years been keeper of the Cherry Island Front Range Light, at Edgemoor, Del. and prior to that time had been in the lighthouse service for a period of about nineteen years, making a period of forty years continuous service.

Prior to the time that I came to the Cherry Island Light I was employed part of the time on lighthouse steamers and on Bay Lights which positions necessitated a great deal of exposure and even in my present position in taking care of the fog signal and light I have been much exposed to the weather. This continuous exposure, through a period of forty years, has resulted in rheumatism and other troubles which have practically incapacitated me for any active work.

I am now sixty-eight years of age. During the entire time that I have been in the employ of the Government I have not asked for a vacation. During the twenty-one years

OFFICE OF JUN 5 1912 PHILADELPHIA, PA.

Edgemoor, Del. June 3, 1912.

JUN 11 1912

Hon. George R. Putnam,
Commissioner of Light Houses,
464 Louisiana Av.,
Washington, D. C.

Sir:-

I have received notice from your Bureau that my services, as lighthouse keeper, will be terminated at the end of this month, the reason being that an A.G.A. light has been installed and my services are no longer needed.

I have for the past twenty-one years been keeper of the Cherry Island Front Range Light, at Edgemoor, Del. and prior to that time had been in the lighthouse service for a period of about nineteen years, making a period of forty years continuous service.

Prior to the time that I came to the Cherry Island Light I was employed part of the time on lighthouse steamers and on Bay Lights which positions necessitated a great deal of exposure and even in my present position in taking care of the fog signal and light I have been much exposed to the weather. This continuous exposure, through a period of forty years, has resulted in rheumatism and other troubles which have practically incapacitated me for any active work.

I am now sixty-eight years of age. During the entire time that I have been in the employ of the Government I have not asked for a vacation. During the twenty-one years that I have been at this post I have not had any vacation of

6-15-12 Letter to Knowles, with copy to 4th Dno
" " " 4th Dno

any nature and prior to that time I had no vacation except the customary relief of absence while employed on the Bay lights. At no time have I received a salary to lay by anything for old age and have now, after a period of forty years service for the Government, which constitutes my entire life as far as working capacity is concerned, I am to be retired without a pension and I shall become dependent upon my children for support. The Government provides pensions for those who have served it through its Army and Navy, even for very short period of time, and in many cases to those who render no active service. I feel that in a case such as mine where I have spent my entire life in the employ of the Government, rendering service as arduous as that required of men either in the army or the navy, much of the time exposed to danger and at all times holding myself in readiness to assist those in danger at sea, some provision should be made and that if no general pension is provided for such cases Congress would in such a case as mine provide a special pension. Do you not think that something could be done in this case?

Very respectfully yours,

W. H. C. Knowles

Keeper Cherry Is. Front Range Light

June 10, 1912.

OFFICE OF INSPECTOR 4TH L. H. DIST. PHILADELPHIA, PA. JUN 10 1912

Subject: W. H. C. Knowles' request for pension transmitted.

The attached communications of W. H. C. Knowles, the retiring Keeper of Cherry Island Range Front Lightstation addressed to the Commissioner, are respectfully forwarded.

Mr. Knowles is a worthy man who has given practically his whole life to the Lighthouse Service.

It is regrettable that there is no general law under which he could be pensioned.

JUN 11 1912

Routt

no law

To Insp. only - the way be smoothed for some other station when vacancy occurs, if deemed advisable by Insp

6-15-12 Letter to 4th Dno
" " " Knowles, with copy to 4th Dn

HRW-McC.

W.H.C.Knowles,
dirct. position.

June 11, 1912.

Capt. Chas. H. Knowles,
153 West 84th Street,
New York, N. Y.

Dear Sir:

Referring to your letter of the 24th ultimo, stating that your father, William H. C. Knowles, keeper of Cherry Island Range Front Lightstation, Delaware, has been informed that his services will no longer be required after June 30, 1913, by reason of the fact that the illuminant of the light in question is to be changed to acetylene.

The policy of the Bureau in such cases as this is to transfer, where practicable, keepers whose positions are dispensed with, if vacancies exist for which they are qualified. Where the services of a keeper are discontinued without prejudice, he may be reinstated in the Service within a year. The Inspector of the Fourth Lighthouse District, under whom your father serves, states that at the present time there is no vacancy for which your father is qualified. The Inspector has been directed to consider your father for appointment to any vacancy which may occur for which he would be qualified.

Very truly yours,

Acting Commissioner.

8

6-11-12 Copy sent 4th Inspector

TS C

July 8, 1912.

Sir:

In view of the discontinuance of the position which you occupy, and in accordance with the Bureau's recommendation, your services as keeper of Cherry Island Flats Range Front Light Station, Delaware, with pay at the rate of $46 per month, have been discontinued, without prejudice, effective at the close of June 30, 1912.

By direction of the Secretary:

Respectfully,

(SIGNED) R. C. SHELSE

Acting Chief of Appointment Division.

Mr. William H. C. Knowles,
Through the Commissioner of Lighthouses.

F
D

Department of Commerce and Labor

LIGHT HOUSE BOARD
JUN 7 1909
0

EFFICIENCY REPORT

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

1. Bureau Light-House Service
2. Where employed Cherry Island Range Front L.H., Del.
3. Name Knowles, William H. C.
4. Where born Maryland
5. Age 64
6. Position Keeper
7. Compensation $46 p.m.
8. When appointed (a) About Apr. 6, 1875. (Oath April 10, 1875.)
9. How appointed (b) Before classification
10. Appointed from — State Delaware; Congressional District 1st At large.; County New Castle
11. Status under Civil Service Rules (c) Classified competitive
12. Is the employee an honorably discharged soldier or sailor? No
13. Other Government service Seamen on L.H.Tender to date of appointment (dates not on record)
14. Duties (describe fully) In charge of Government property, exhibition of lights, care of apparatus, dwelling and site, minor repairs.
15. Efficiency — Quantity of work (d) 10/10; Quality of work (e) Good; Interest manifested in work (f) Good
16. Is this employee fully earning the salary he is now receiving? Yes
17. Remarks (g) ———

H. H. Bingham
Commander, U. S. Navy, Inspector. *Head of Bureau or Office.*

JUN 4 1909, 19

11—3005

READ THE INSTRUCTIONS ON PAGE 3

Department of Commerce and Labor

EFFICIENCY REPORT MAY 1 - 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 Knowles, William H.C., 2. Age 66 (Last birthday.)

3. Bureau Light-Houses 4. Position Keeper

5. Compensation $46. p.m. 6. Where employed Cherry Island Range Front L.H., Del.

7. When appointed (*a*) April 6, 1875 8. How appointed (*b*) Prior to classification

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 Prior service as Seaman on L.H.Tender.

13. Duties (describe fully) In charge of Government property, exhibition of lights, care of apparatus, dwelling and site, minor repairs.

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	80	2	160
Quality of work	85	3	255
Interest manifested in work (see also Question 17)	85	3	255
Attendance	---	xx	---
Total		8 xx	670
Average percentage			83 75

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.)

Interest normal. Efficiency satisfactory.

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.) Salary is 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—

H. C. Dickey

Commander, U. S. Navy, Inspector.

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

H. C. Dickey

Commander, U. S. Navy,
Inspector 4th L. H. District.

Chief of Bureau or Office.

11—1912

William H. C. Knowles

INACTIVE

STATE FROM WHICH APPOINTED
Delaware

STATUS

DESIGNATION	SALARY	OFFICE, BUREAU, OR DIVISION	DATE APPOINTED
KEEPER, Cherry Island Range Front Light-Station, Delaware.	$500 pa.	Light-House	Position from Treasury 7-1-'03.
" " " "	$46. mo	"	July 1. 1908.
Resign., without prej., close June 20. 1912			

INACTIVE

11—1248

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

CARDED *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.)

Mr. William Henry Clay Knowles

2. How do you write your name on the pay roll? W. H. C. Knowles

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

Edgemoor	Delaware	New Castle	First (a2)
City or town.	State or Territory.	County.	Congressional district.

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

5. Where were you born? Baltimore, Maryland

6. When were you born?

January	12th	1845
Month.	Day.	Year.

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

11—1433

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.
None				

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

Light-House Keeper Twenty Eaight-Years

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.)

Appointed before Position was Classified

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.
No			

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.
I never Served in the Military or Naval Service			

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.)

Seaman in the Merchant-Marine

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.")

Attended Private Schools

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

Seaman

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

None

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. June 6th, 1904

Witness:

(Signature) W. H. C. Knowles

In case signature is by mark.

P. O. Address: Edgemoor
City or town.

New Castle Co
Number and street.

Delaware
State or Territory.

Reviewed, approved, and forwarded DEC 7 - 1904, 190

(Signature) J. P. Foreley
Commander, U. S. Navy,

(Official title) Inspector.

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 H Service (Bureau or Service.) Cherry Isld Range Front Lt Sta Del (Place (city, town, or station).) 4th (District.)

2. What position did he hold July 1, 1903? Keeper

3. On what date was he appointed to this position? Mar 20. 1890

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

Since Apr. 6. 1875, with prior service as seaman on Lt H Tender

5. What was his salary July 1, 1903? $500 per annum

6. From what appropriation was he paid July 1, 1903? Salaries of Keepers of Light Houses.

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.)

Appointed before position was classified

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

(Signature) J. P. Beardsley

Commander, U. S. Navy,

(Official title) ~~Inspector.~~

Date: DEC 7 - 1904, 190

11—1433

Form 73 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

Office of the Inspector, Fourth L. H. Dist.,

Philadelphia, Pa.

The Light-House Board,

Washington, D. C. October 1st. 1908.
(Date)

OFFICE OF THE CHIEF CLERK RECEIVED OCT 6- 1908 DEPT OF COMMERCE AND LABOR
DIVISION OF APPOINTMENTS RECEIVED OCT 7 1908 DEPT. OF COMMERCE & LABOR

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

of (2) William H. C. Knowles, E Good of (3) Delaware.
(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) Cherry Island Range Front Light-Station, Del.,
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)

at (6) $500 per annum to (7) Keeper
(Salary now paid) (Official title of position, as Keeper, First Assistant Keeper, etc.)

at (8) Cherry Island Flats Range Front Light-Station, Del., at
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)

(9) $46. per mo., effective beginning (10) July 1st. 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) himself.
(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,
Recommended in accordance with schedule of July 15, 1908.

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

was considered with (18) ~~----~~ the Board's letter of Oct. 8, '08.

(19) letters of declination of ----- herewith.

Respectfully,

An additional allotment will be necessary to cover this increase.

H. A. Bispham
Lieut. Commander, U.S.Navy, Inspector.

Department of Commerce and Labor

LIGHT-HOUSE BOARD

11988

October 6, 1908.

Approved, and respectfully forwarded to the Honorable the Secretary of Commerce and Labor. The official name of this aid is Cherry Island Flats Range Front Light-Station, Del.

OFFICE OF THE CHIEF CLERK FORWARDED OCT 6 - 1908 TO APPOINTMENTS DEPT OF COMMERCE AND LABOR
DIVISION OF APPOINTMENTS RECEIVED OCT 7 1908 DEPT OF COMMERCE AND LABOR

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

11—2384

GENERAL APPOINTMENT—PRIOR DATE

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

11988

October 7, 1908.

Mr. William H. C. Knowles, of Delaware, is hereby appointed Keeper of Cherry Island Flats Range Front Light-Station, Delaware, in the Light-House Service, at a salary of Forty-six 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 $500 per annum.)

CARDED

DIVISION OF APPOINTMENTS
REPORTED
OCT 10 19..
TO DISBURSING CLERK
DEPT OF COMMERCE AND LABOR

Secretary.

Date of oath: ....., 190

The Light-House Board.

Le
D

11-4776

ORIGINAL REPORTED
OCT — 1908
U.S. COMMERCE DEPT.

Form 111

OFFICE OF THE CHIEF CLERK
RECEIVED
OCT 30 1908
DEPT OF COMMERCE AND LABOR

OATH OF OFFICE

(PRESCRIBED BY SECTION 1757, REVISED STATUTES)

LIGHT HOUSE BOARD
RECEIVED
OCT 21 1908

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

No. 11988

Employees.

I, William H. C. Knowles

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.

W H C Knowles

[b] Sworn and subscribed before me, this 14" day of October, A. D. 1908

(Affix official seal here.)

[c](Name:) Alton C Pyle

(Official title:) Notary Public

OFFICIAL TITLE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
Keeper	Cherry Island Range Front L. H. Ky. Del	Maryland	Delaware

#46. mo.

OFFICE OF THE Insp, 4th LIGHT-HOUSE DISTRICT,

Philada Pa (Address.), Oct 14 1908 (Date.)

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

(Signed:) H. A. Bispham

Lieut. Commander, U. S. Navy,
Inspector.

CANCELLED

[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
OCT 30 1908
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR

OFFICE OF APPOINTMENTS
RECEIVED
OCT 31 1908
DEPT OF COMMERCE AND LABOR

11—944

Department of Commerce and Labor

EFFICIENCY REPORT

LIGHT HOUSE BOARD
JUN 7 1909
NO.

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

1. Bureau Light-House Service
2. Where employed Cherry Island Range Front L.H., Del.
3. Name Knowles, William H. C.
4. Where born Maryland
5. Age 64
6. Position Keeper
7. Compensation $46 p.m.
8. When appointed (*a*) About Apr. 6, 1875.
9. How appointed (*b*) Before classification oath 10th
10. Appointed from — State Delaware; Congressional District At Large; County New Castle

O. R.

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 L.H.Tender to date of appointment (dates not on record)
14. Duties (describe fully) In charge of Government property, exhibition of lights, care of apparatus, dwelling and site, minor repairs.
15. Efficiency — Quantity of work (*d*) 10/10; Quality of work (*e*) Good; Interest manifested in work (*f*) Good

O.K.

16. Is this employee fully earning the salary he is now receiving? Yes
17. Remarks (*g*) ——

CAPTAIN, U. S. N.
NAVAL SECRETARY

JUN 4 1909, 19

Commander, U. S. Navy, Inspector.

Head of Bureau or Office.

11—3005

READ THE INSTRUCTIONS ON PAGE 3

Department of Commerce and Labor

EFFICIENCY REPORT

MAY 1 - 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 Knowles, William H.C., 2. Age 66 (Last birthday.)

3. Bureau Light-Houses 4. Position Keeper

5. Compensation $46. p.m. 6. Where employed Cherry Island Range Front L.H., Del.

7. When appointed (*a*) April 6, 1875 8. How appointed (*b*) Prior to classification

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 Prior service as Seaman on L.H.Tender.

13. Duties (describe fully)

In charge of Government property, exhibition of lights, care of apparatus, dwelling and site, minor repairs.

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	80	2	160
Quality of work	85	3	255
Interest manifested in work (see also Question 17)	85	3	255
Attendance	---	2x	---
Total		8 xxx	670
Average percentage			83 75

DIVISION OF APPOINTMENTS RECEIVED MAY 25 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.
---	---	---	---	---	---	30	---	100

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.) Interest normal. Efficiency satisfactory.

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.) Salary is 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. Navy, Inspector.

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

G. P. Putnam
T5C

Commander, Chief of Bureau or Office.
Inspector 4th L. H. District

11—4259

Dept 9672

GCW/G.

#383.

W.H.C.Knowles, discontinuance of services.

Department of Commerce and Labor
LIGHTHOUSE SERVICE

OFFICE OF INSPECTOR, 4TH DISTRICT
PHILADELPHIA, PA.

BUREAU OF LIGHT-HOUSES
JUL 2 1912
DEPT OF COMMERCE AND LABOR
CHIEF CLERK
RECEIVED
JUL 3 - 1912
COMMERCE AND LABOR

July 1, 1912.

COMMISSIONER OF LIGHTHOUSES:

I have the honor to recommend the discontinuance without prejudice of the services of Mr. W. H. C. Knowles, Keeper of Cherry Island Flats Range Front Lightstation, Delaware, with pay at the rate of $46.00 per month, effective June 30, 1912 his last day of service in the above position.

CHIEF CLERK
FORWARDED TO
JUL 3 - 1912
APPTS.
COMMERCE AND LABOR

APPOINTMENT DIVISION
RECEIVED
JUL 3 1912
9.26
DEPT OF COMMERCE AND LABOR

This discontinuance was in consequence of the establishment at this station of an acetylene light which will be unattended.

Rout

Department of Commerce and Labor
Bureau of Light-Houses
Washington
July 2, 1912.

Respectfully submitted to the Honorable the Secretary of Commerce and Labor recommended for approval. Discontinuance of position also recommended.

H. Conway
Acting Commissioner.

7-3-12

DIVISION OF APPOINTMENTS
NECESSARY
ACTION TAKEN
JUL 8 - 1912
DEPT OF COMMERCE AND LABOR

July 8, 1912.

Sir:

In view of the discontinuance of the position which you occupy, and in accordance with the Bureau's recommendation, your services as keeper of Cherry Island Flats Range Front Light Station, Delaware, with pay at the rate of $46 per month, have been discontinued, without prejudice, effective at the close of June 30, 1912.

By direction of the Secretary:

Respectfully,

(Cross Reference)
For basis of this action see
letter dated ----------
in file of ----------

(SIGNED) R. C. SHIELDS

Acting Chief of Appointment Division.

CARDED

Mr. William H. C. Knowles,
Through the Commissioner of Lighthouses.

APPOINTMENT DIVISION. REPORTED JUL 8 1912 TO DISBURSING CLERK DEPT OF COMMERCE AND LABOR.

CHANGE REPORTED JUL 1912 O. S. COMMISSION.

F
D