'26 JUL 14 AM10:15:15

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

Date: 07/24/2026

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
Littlefield, Walter, A.S.		1901 MA

MILITARY SERVICE

Branch of Service:

☐ Air Force ☐ Army Air Corps ☐ Army Air Force
☐ Army ☐ Marine Corps ☐ Navy
☐ Coast Guard ☐ Unknown

Type of Rank:
☐ Enlisted
☐ Officer
☐ Unknown

Service Period (Check all that apply):
☐ 1939 & Prior
☐ 1940 - 1950
☐ 1950 & After

Date & Place of Death:

State of Residence (upon entry into service):

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

Researcher Signature: Andrew Burns

CIVILIAN SERVICE

(Agency & Location) Lighthouse Service (CT/NJ/NY) 3rd District
From: 1923 To: 1925

(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-0007791733

CMRS Search Request Number(s):

Attendant Signature:

Remarks: ARCH REQ SENT 7/15/2026 - RL

'26 JUL 24 PM12:02

SCREENING NOTES

☐ Reviewed and Nothing Removed ☐ Items Removed and User Informed

Hold Requested: ☐ Yes ☐ No

Total Requests:

Screened Items:

☐ Additional charge outs and signatures on reverse side

Time Out:

Final Return:

Walter
W. LITTLEFIELD.

Walter
W. LITTLEFIELD.

See Supt's. report of Aug. 2,1923, re assistance rendered by L. Murray and W. Littlefield in file of L. Murray.

3d Romanstrake

from
Walter S. Littlefield
Block Island,
R.I.

REGISTERED

REC'D
NO. 2763

Mr F. W. Okengele.
Light House Dept
Staten Island
N Y







ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

THIRD DISTRICT

Romer Shoals Lt.
(Station, Depot, or Vessel)

May 19, 1924

Superintendent of Lighthouses
Staten Island N.Y.

Sir

It is requested that in the very near future I may be considered for a transfer to some other Station on my list.

These are the charges, I am making causing my request to be transfer.

1. Murray Keeper while in anger made a statment to 2 asst + my self that he would throw me over board.

2. Murray states that he cannot row me ashore because of the probation of 2 asst, the 2 asst refuses to row me, this makes me hire a boat or row alone + leave the boat on shore while on leave, the Keeper states it takes it ~~of~~ out of his power when doing so.

4. Keeper may make any statment on this attach paper. Any charges, if no charges state so in writing.

Walter A Littlefield 1. Asst Keeper

Keeper Luther Murray

copy (75.) Romer Shoals Lt Sta.

Dec. 26 1923

Superintendent of Light houses

Sir:

On Dec. 23rd 1 asst and 2 asst went ashore the 2 asst on leave of absence. I suppose on account of the rough sea the 1st asst L. J. Hurd could not get back till to day he got as far as the station letting down the sail before he had time to get the oars the out going tide was so strong he was washed up against the South side of the break water and upset him.

I tried to get a line to him but on acount of the strong current he could not reach it. on account of being alone I could not get the boat down wich is on the deck he was washed out to sea hanging on to the boat. I could not summonnag any one No one was in site he may be picked up outside. the 2 asst will not be back till the first

Mr. Louis Hurd lives in Policeman's Wilber. house on South beach near the fire barn

Please call up the Manhatten Hotel South Beach and let the 2 asst know what has happened so he wont be waiting for the boat. he will be there on 31.

Luke Murray
Keeper.

Sir. It is requested that information on this "Cat" no "Action Taken"
Also return copy to Bearer.

Signed
Walter A. Littlefield

51 Soundview ave
New Rochelle, N.Y.

Romer Shoals Light.
Staten Island, N.Y.

hanging

~~kept~~ she lives in ~~Kit~~ Policeman

Rubber house at south Beach

near the fire barn

lives

b Rubber

Rubber

hanging

~~hist~~ the lives in Policeman

Rubber house at south Beach

near the fire barn

lives

& Rubber

Rubber

Superintendent of Life Saving

Sir,

On the 23 inst and 24 inst went ashore 2 aust on leave of absence I suppose on count of rough sea the 24 inst could not get back till to day. he got as far as the L to letting the sail down before he had time to get the oars the out going tide was so strong it washed him up again the rocks and upset him before I could get a line to him on account of the strong wind and fast current I could not get a line to him and on account of me being along I could not get the boat down alone to help him, he was washed out to sea hanging on to the boat he may be picked up outside.

Respectfully

Pictured

DUPLICATE

PERSONNEL CLASSIFICATION BOARD FORM NO. 4.
(To be filled out in accordance with detailed instructions in P. C. B. Form No. 2, and Circular No. 7).

To Accompany Report of ☐ New Appointments ☐ Changes in Duties for ..... for July 1923. 75 , 192

1. Littlefield (Surname.) Walter (Given name.) A. S. (Initial.)
   (a) Previous incumbent Matthew H. Rhodes
2. Department Commerce
3. Bureau Lighthouses
4. Field Service Lighthouse Service
5. (a) Field Station 3rd Lighthouse District
   (b) Subdivision Romer Shoal Light Sta.
   (c) City or town Staten Island State N. Y.
6. Pay-roll title Keeper
7. Customary office title 2nd Assistant Keeper

DO NOT WRITE IN THIS SPACE

a		
b		
c		
d		

8. (a) Number of regular working hours of the position, per day see 18a; per week 7 days
   (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 Sunset to Midnight or Midnight to Sunrise m. to ..... m.
9. If this is not an all-year-round position, state approximate number of days employed each year .....
   During what months .....
10. If the employee receives compensation from any other branch of the Federal Government, or from any city, county, or State government, state the position held and the compensation .....
11. Present rate of pay, exclusive of bonus ~~780.00~~ per annum; bonus, $ ~~240.00~~ per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ 780.00 per ..... ; bonus, $ 240.00 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; X Subsistence or rations in kind; ☐ Uniform; ☐ Laundry; X Fuel; X Light; ☐ Heat. If cash allowances are made for any of these items, state which items and the amounts per annum Subsistence $164.25 per annum
16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:
    Kind of equipment ..... ; annual cost, $.....
17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
    (a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8
    (b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3
    (d) College: Name ..... ; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (e) Post-graduate work: Kind ..... ; years ☐ 1 ☐ 2 ☐ 3
    (f) Correspondence courses: Kind ..... ; number of lessons ..... ; number completed .....

18. Description of work. (Describe the various tasks performed, making the description of each as detailed as space will permit. Use a paragraph for each task and number the paragraphs. In the column at the right state the estimated percentage of the total time—in the course of a day, month, or year—given to each task.) 2—12965	Percentage of total time given to each task
Assisting in operating illuminating apparatus and fog bell machine; keep apparatus clean and in efficient working order; care for buildings, keep them clean and in order, including painting and minor repairs.	100%
18a. Not specified, stand watches, work equally divided, average 8 or less hours per day; Sundays, operation of light and fog bell machine only.	

19. Does employee work under immediate supervision, or to a large extent upon his own responsibility? (Describe fully.) Name the employee's *immediate* or closest superior. If not a civilian, give the superior's title or rank.

Works under the supervision of the Keeper.

20. Do the duties involve direction or supervision of the work of other employees? No.
If so, describe the nature of the direction or supervision and give the number and classes of employees directed or supervised.

21. How long have the employee's duties been substantially as described above? 1 month.

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

August 28, 1923., 192 (Date) — J.T. Yates (Signature of Preparing Officer) — Superintendent. (Title)

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

Impracticable to obtain signature on account of delay that would be involved.

(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		
Common School	X	

Technical Education: If essential, kind and extent

Experience: If essential, kind and extent Lighthouse apparatus, boating, gasoline engines, oil engines and painting.

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 $1260.00 to $1380.00

August 28, 1923, 192 (Date) — J.T. Yates (Signature of head of field office or station) — Superintendent. (Title)

THE FOLLOWING TO BE FILLED OUT BY THE HEAD OF THE BUREAU OR SIMILAR OFFICIAL

26. 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, except as follows: (If necessary, attach a sheet.)

In my judgment the compensation of this position should be in a range from $ to $

(Date), 192 — (Signature of chief of bureau) — (Title)

GOVERNMENT PRINTING OFFICE 2—12965

Walter A. S. Littlefield

LEGAL RESIDENCE
Rhode Island

STATUS

DESIGNATION	SALARY	BUREAU OR OFFICE	DATE OF EFFECT OF ACTION AUTHORIZED
Keeper Prob	780	L.H.	July 2, 1923
" " "	840	"	Feb. 1, 1924
"Trans Orient PB L.S.N.J	"	"	May 26, 1924
" Read. of Pay	1080	"	JUL 1 1924
Readjustment of pay Act - Dec. 6, 1924	1380		FEB 1 1925
RESIGNED CLOSE OF	Jan 20. 1925		

Walter A. S. Littlefield

Form A–16

GOVERNMENT PRINTING OFFICE

Form 73

NOMINATION

FWO-JHG

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES 573

1923 JUN 19 AM 11 51

REC'D JUN 16

SECOND U. S. C. SERVICE DIST.

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Staten Island, N. Y., June 15, 1923, 19
(City.) (Date.)

CHIEF CLERK

COMMISSIONER OF LIGHTHOUSES:
(Thr. Sec'y 2nd C. S. Dist.)

Action recommended, Probationary appointment.

23 JUN 19 PM 3 17

DEPARTMENT OF COMMERCE

JUN 20 1923

APPOINTMENT DIVISION.

Name, Walter A. S. Littlefield — Legal residence, Rhode Island

Position, Keeper — Salary, $780.00 p.a.

Location, Romer Shoal Lt. Sta., N. Y. — Appropriation, Salaries, Keepers of Lighthouses

Effective July 1, 1923 — {~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, — Former salary,

Location,

Rank on eligible list, ~~Keeper~~ 3 Rating, Keeper Percentage, 80.0, Other eligibles considered:
Edw. J. Dunn.....FR. Elwood J. Downey.....C. Julius H. Bishop.....C.
Leonard H. Bodine....FR.

Previous incumbent, Matthew H. Rhodes Services terminated, June 30, 1923

Reason, Resigned

NOTICE SENT ACTION TAKEN JUN 20 1923 DEPARTMENT OF COMMERCE

Members of family in Government Service, None.

Date of birth, Sept. 12, 1901

Remarks: There are no quarters for families of keepers at this station. No employee of District desired transfer to this position. Nos. 1 and 2 on eligible list will accept appointment only at certain specified stations.

Selection regular, subject to the action of the
U. S. Civil Service Commission, June 18, 1923

6-20-23 MWG

E. A. Parker
Assistant Secretary, Second Civil Service District.

J. F. Yates

8

BUREAU OF LIGHTHOUSES
WASHINGTON

JUN 19 1923

Submitted to the Secretary of Commerce, approved.

J. S. CONWAY
Acting Commissioner of Lighthouses.

RG

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

11—2314

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 20, 1923.

Mr. Walter A. S. Littlefield,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office and to a probationary period of not to exceed six months as provided by paragraph (c) of section 1 of civil-service rule VII, Keeper in the Lighthouse Service at a salary of Seven Hundred and Eighty dollars per annum, effective on the date on which you enter upon duty in the above-mentioned position.

By selection from certificate of eligibles (No.) issued by the Assistant Secretary, Second Civil Service District.

By direction of the Secretary:

APPOINTMENT DIVISION ENTERED JUN 20 1923 ON JOURNAL DEPARTMENT OF COMMERCE

Respectfully,

JUN 20 1923 E. W. J. GARDINER.

Acting Chief of Appointment Division.

3rd
6

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Matthew H. Rhodes.

Legal Residence: Rhode Island.

(See reverse side.)

CARDED

REPORT MAIL ENTERED

11—5080

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

LIGHTHOUSES

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

1923 JUL 26 AM 8 40

DEPARTMENT OF COMMERCE JUL 26 1923 APPOINTMENT DIVISION.

I, Walter A. S. Littlefield

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.

Walter A. S. Littlefield
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] 27th day of June, A. D. 1923.

(Affix official seal here)

[4] (Name) Owen C. Mullen

(Official title) Notary Public

My commission expires March 1924.

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Keeper	$780.00 p.a.	Romer Shoal Lt. Sta., N. Y.
Former [5]		

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

Office of Superintendent of Lighthouses, 3rd District

Staten Island, N. Y. (Address), July 25 1923 (Date)

The above-named appointee entered upon duty on July 2 1923 (Date)

J. T. Yates
Supt. of Lighthouses, 3rd Dist.
(Signature, followed by title)

[1] Insert here "swear" or "affirm," as the case may be.
[2] Insert here "sworn to" or "affirmed," as the case may be.
[3] The oath may be taken any time on or after the effective date of appointment and prior to the payment of compensation, but no compensation shall be paid until the oath is executed in proper form.
[4] This oath should be taken before a justice of the peace, notary public, judge, clerk of a court, a chief clerk in the office of a superintendent of lighthouses or other employee in the Lighthouse Service designated by a chief clerk, or any other officer having authority to administer oaths, but never before a collector of customs or postmaster, as neither officer has power to administer oaths in such cases. In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk, except in the case of chief clerks in the offices of superintendent of lighthouses and other employees in the Lighthouse Service designated by them, who are not required to have a seal.
[5] Give this information in all cases where new oath is required.
Failure to fill out this oath properly will result in its return for correction.

11—944

U. S. REPORT MAIL CARDED

ENTERED

Form SS-73

DEPARTMENT OF COMMERCE



PERSONAL QUESTION SHEET

This form shall be furnished for each person appointed in the service of the Department immediately upon entrance on duty.

The information called for in Part I shall be filled in by the Bureau or Office to which the employee is assigned, after which the form shall be transmitted to the employee for answers to the questions in Part II. The completed form shall be indorsed by the proper Bureau officer and forwarded to the Department for file.

PART I.

1. Name of employee: Walter A. S. Littlefield
2. Position to which appointed: Keeper
3. Bureau or Service: Lighthouse Service, District: 3rd
4. Place of duty: Romer Shoal Light Station, N. Y.
   (City, town, station, or vessel.)
5. Salary: $780.00 p.a.
6. Appropriation from which paid: Salaries, Keepers of Lighthouses
7. Manner of appointment. (Examples: "From stenographer and typewriter examination, ———, 19—;" "Without examination;" or "By reinstatement;" or "By transfer from ———," stating Department, Bureau or Service, position, and salary, if known).

From eligible list of keepers and asst. keepers, dated May 4, 1923

PART II.

THE FOLLOWING QUESTIONS ARE TO BE ANSWERED BY THE EMPLOYEE:

The statement should be signed by the employee, or, if unable to write, he may sign by mark in the presence of one witness.

1. What is your full name? (State whether Mr., Miss, or Mrs., and spell out names in full, including middle name or names. Example: "Mr. John Richard Roe." If name itself is merely a letter, so state.)

Walter Alexander Story Littlefield

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

Wallie AS. Littlefield

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

Rhode Island (State or Territory.) ~~Newport~~ ~~Block Island~~ (County.) ~~Block Island~~ ~~Sandy Point~~ (City or town.) 1st (Congressional district.)

4. If the legal residence given in answer to question 3 is not the same as that stated in the certificate of appointment, the difference should be explained.

Same

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

11—6922

CARDED

6. Where were you born? Boston Mass

7. When were you born? September (Month.) Twelfth (Day.) 1901 (Year.)

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

9. What is your marital condition? (Answer "single," "married," "widowed," or "divorced.") single

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

E. P. Littlefield (Name.) Sandy Point (Number and street.)

Block Island (City or town.) Rhode Island (State or Territory.)

11. Are there any members of your family, besides yourself, in the civil service of the United States? (Answer "yes" or "no.") yes. If so, state in blank spaces below the information called for by the headings.

Name.	Post-office address.	Position and department or office in which employed.	Relationship.	Married or ~~single.~~
E. P. Littlefield	Block Island R. I.	Position Keeper retired Department or office Lighthouse	father	married
		Position Department or office		
		Position Department or office		

12. Have you any physical disabilities? (Answer "yes" or "no.") no If so, describe fully. (If you have defective eyesight, state whether corrected by glasses.) no.

13. Do you hold any State or municipal office? (Answer "yes" or "no.") no If so, state name of such office and compensation attached.

no.

14. Were you in the military or naval service of the United States during any war? (Answer "yes" or "no.") no If so, state in blank spaces below the information called for by the headings.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
~~	~~~	~~~	~~~
~~	~~~	~~~	~~~

15. If you served in the military or naval service of the United States other than during war time, indicate such service in the spaces below.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
~~	~~~	~~~	~~~
~~	~~~	~~~	yes

16. Have you ever held any other position in the civil service of the United States? (Answer "yes" or "no.") ~~no~~ If so, state in blank spaces below the information called for by the headings.

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.
~~	~~~	~~~	~~~	~~~	~~~
Commerce	L. H.	2 asst K	780 A.	7/27/20	10/13/20
do	do	1 " "	840 A	10/14/20	10/12/21

11—6922

Previously employed under name of Walter A Storey
Name legally changed by adoption to W. A. S. Littlefield 9/6/21

17. Are you the widow or orphan of an honorably discharged soldier or sailor? (Answer "yes" or "no.") no If so, state in blank spaces below the information called for by the headings.

Name under which soldier or sailor rendered service. ~~~ Relationship to you. ~~~

1923 JUL 20 AM 8 31 39

17. Are you the widow or orphan of an honorably discharged soldier or sailor? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

Name under which soldier or sailor rendered service.	Relationship to you.	Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

1923 JUL 26 AM 8 39
APPOINTMENT DIVISION
JUL 26 1923
DEPARTMENT OF COMMERCE

18. What was your occupation prior to entering the United States service? (It is intended that the answer to this question shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service indicated in answer to questions 13, 14, 15, and 16.)

Sub. at a Coast Guard Station

CHIEF CLERK

1923 JUL 26 PM 12 52

19. What education have you received? (State the grades of schools you have attended, and, if 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., 1910; Columbia University, LL. B., 1913.)

Public + 2 years high school night classes

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

Received a complete course in Wireless + Radio

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

22. Were the answers to the foregoing questions written by you? (Answer "yes" or "no.") yes If not, state the name and address of the person who wrote them for you.

yes

Date, July 23, 1923

Witness (in case signature is by mark):

(Signature) Walter A. Littlefield

(Present address) Block Island R I

(Number and street.)

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

INDORSEMENT.

(If appointee is to be employed in the field, this form should be reviewed and approved by the proper field officer and need not be signed by an official of the Bureau. If appointee is to serve in the District of Columbia, the form should be reviewed and approved by the proper Bureau officer. When forwarding this form, no letter of transmittal is required.)

Reviewed, approved, and forwarded July 25, 1923

(Signature) J. T. Yates

(Official title) Supt. of Lighthouses, 3rd Dist.

11—6922

Form 73

CHIEF CLERK

NOMINATION

LIGHTHOUSES

FWO JHG

DEPARTMENT OF COMMERCE 1924 JAN 26 AM 10 57

LIGHTHOUSE SERVICE

1924 JAN 25 AM 8 41

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Third DISTRICT,

Staten Island, N.Y. Jan. 24, 1924, 19
(City.) (Date.)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion.

Name, Walter A.S.Littlefield — Legal residence, Rhode Island

Position, Keeper — Salary, $840.00 p.a.

Location, Romer Shoal Lt.Sta.,N.Y. — Appropriation, Salaries, Light-house Keepers —

Effective Feb. 1,1924 — ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Keeper — Former salary, $780.00 p.a.

Location, Romer Shoal Lt.Sta.,N.Y.

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

Previous incumbent, Lewis J. Hurd — Services terminated, Dec. 26,1923

Reason, Died

Members of family in Government Service,

Date of birth,

Remarks:

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

1/26/24

Secretary, Civil Service District.

J. A. Lee Acting

BUREAU OF LIGHTHOUSES
WASHINGTON

JAN 25 1924

Submitted to the Secretary of Commerce, approved.

J. S. CONWAY 1/29/24
Acting Commissioner of Lighthouses.

1 Strike out the clause which does not apply.

11—2314

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 26, 1924.

Mr. Walter A. S. Littlefield,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $780 per annum to $840 per annum, effective February 1, 1924, or as soon thereafter as you enter on duty.

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, JAN 28 1924

Acting Chief of Appointment Division.

11—6874

C
G
34

APPOINTMENT DIVISION
RECEIVED
JAN 26 1924
DEPARTMENT OF COMMERCE

U. S. REPORT DATE
ENTERED
CARDED

CROSS REFERENCE.

LIGHT-HOUS

Walter A.S. Littlefield Keeper $ 840 Prom. Let.1/26/24 Eff. 2/1/24

See file Samuel L. Fuller.

Form 73a

REPORT OF TRANSFER OF APPOINTEE — LIGHTHOUSES

CHIEF CLERK

FWO-JHG

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1924 MAY 27 AM 9 28 — MAY 28 — AM 11 27

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES. 3rd DISTRICT.

Staten Island, N.Y., May 24, 1924, 19

DEPARTMENT OF COMMERCE MAY 28 1924 APPOINTMENT DIVISION

THE COMMISSIONER OF LIGHTHOUSES:

The following-named employee will be transferred as indicated, and will enter upon duty at his new station on May 26, 1924

Name, Walter A.S.Littlefield — Position, Keeper

From Romer Shoal Lt.Sta.,N.Y. — To Orient Point Lt.Sta.,N.Y.

Previous incumbent, John Wallwork

Services terminated, May 23, 1924 — Reason, Drowned

Letter from Mr.Littlefield requesting this transfer attached hereto.

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

APPOINTMENT DIVISION ENTERED MAY 29 1924 ON JOURNAL DEPARTMENT OF COMMERCE

J. F. Yates

, 19

The above-referred-to transfer became effective beginning with .....

5/28/24.

11—4598

Inclosure

BUREAU OF LIGHTHOUSES
WASHINGTON

MAY 27 1924

Submitted to the Secretary of Commerce for his information.

CARDED

Acting Commissioner of Lighthouses

LIGHTHOUSES

1924 MAY 27 AM 9 28

Rome Shoals Lt.

May 23 1924

Sir Superintendent of Lighthouses

I would accept the position as 1st Asst Keeper of Orient Point Light Station.

Walter A. Littlefield

1 asst Keeper.

Form 73a

REPORT OF TRANSFER OF APPOINTEE

DEPARTMENT OF COMMERCE LIGHTHOUSES

LIGHTHOUSE SERVICE

FWO-JHG

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES. 1924 MAY 29 AM 8 3rd DISTRICT. 43

Staten Island,N.Y., May 24,1924 , 19

THE COMMISSIONER OF LIGHTHOUSES:

The following-named employee will be transferred as indicated, and will enter upon duty at his new station on May 26,1924

24 MAY 30 AM 11 11

Name, Walter A.S.Littlefield Position, Keeper

From Romer Shoal Lt.Sta.,N.Y. To Orient point Lt.Sta.,N.Y.

Previous incumbent, John Wallwork

Services terminated, May 23,1924 Reason, Drowned

DEPARTMENT OF COMMERCE JUN 2 1924 APPOINTMENT DIVISION

Letter from Mr.Littlefield requesting this transfer attached hereto.

J. T. Yates

J. T. Yates

Staten Island,N.Y., May 28,1924 , 19

The above-referred-to transfer became effective beginning with May 26,1924

11—4598

BUREAU OF LIGHTHOUSES
WASHINGTON

MAY 29 1924

Submitted to the Secretary of Commerce for his information.

N. B. Bowerman
Acting Commissioner of Lighthouses.

(CROSS REFERENCE)

Littlefield Walter A S In accordance with authority of the Director of the Budget dated June 27, 1924, the salary is re-adjusted to $ 1080, effective July 1, 1924.

For authorization see letter dated AUG 2 0 1924 File No. 1095/21.

Form 93

FWO-JHG

LIGHTHOUSES 1925 JAN 28 AM 8 47

NOTICE OF RESIGNATION OR DEATH

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT

Staten Island, N.Y., Jan. 27 1925

DEPARTMENT OF COMMERCE JAN 30 1925 APPOINTMENT DIVISION.

COMMISSIONER OF LIGHTHOUSES:

Herewith is transmitted the resignation of the following-named employee:

Name, Walter A.S.Littlefield Position, Keeper

Legal residence, Rhode Island Station, Orient Point Lt.Sta., N.Y.

Salary, ~~$1080~~ 1380.00 per annum

The acceptance of this resignation is recommended effective at the close of Feb. 20, 1925

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

Remarks:

APPOINTMENT DIVISION ACTION TAKEN FEB 2 1925 DEPARTMENT OF COMMERCE

J. F. Hyde

J

BUREAU OF LIGHTHOUSES

WASHINGTON January 28, 1925.

Submitted to the Secretary of Commerce, approved. Attention is invited to proposed pay of this position in schedule submitted, which if approved, the rate indicated above should be changed to $1380 per annum.

APPROVED: E. Sibley

ACTING ASSISTANT SECRETARY

1-30-25

J Conway

Acting Commissioner of Lighthouses.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1925 JAN 28 AM 8 17

THIRD DISTRICT

Orient Point Light
(Station, Depot, or Vessel)

Jan 24th, 1925

Superintendent of Lighthouses
Staten Island N.Y

Sir

It is requested that I may be placed on the waiting list for a station so I may be able to be with my mother as she is not able to live alone.

That is I resign the position of 1 Asst Keeper of Orient Point Light Station on February 20th 1925

Respectfully
Walter A Littlefield
1 Asst 1 Keeper

For and in the absence of Keeper
W. Littlefield
1 Asst. Keeper

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 30, 1925.

Mr. Walter A. S. Littlefield,

Through the Commissioner of Lighthouses.

Sir:

The Department is in receipt of your resignation from the position designated below, and has accepted the same, upon recommendation of the bureau, to take effect at the close of business on February 20, 1925.

Bureau	Lighthouse Service
Station	Orient Point Light Station, New York
Position	Keeper
Salary	$1380 per annum

By direction of the Secretary:

Respectfully,

APPOINTMENT DIVISION ENTERED FEB 2 1925

FEB 3 - 1925

3rd District.

B

Acting Chief of Appointment Division.

CARDED

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 31, 1925.

Mr. Walter A. S. Littlefield,

Through the Commissioner of Lighthouses.

Sir:

In connection with the readjustment of pay of positions in the Lighthouse Service the total compensation of the position occupied by you has been fixed as indicated below, effective February 1, 1925.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Acting Chief of Appointment Division.

APPOINTMENT DIVISION
ENTERED
FEB 4 1925
DEPARTMENT OF COMMERCE

Position: Keeper.

Salary: $1560.

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

EK

FEB 2 1925

CARDED

CROSS REFERENCE

SEE FILE--464/16/D#1

NAME Littlefield Walter A.S. POSITION Keeper

BUREAU BUREAU OF LIGHTHOUSES STATION 3rd Dist.

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

BASE PAY	Bonus	Total	Allowances			As Classified for estimate purposes			Recommendations regarding differential from standard rates		
			Items	Value	Aggregate	Service	Grade	Pay	Is differential recommended	Amt. per annum to be Added	Subtracted
780	240	1020	CR	164.25	1184.25	LHS	2	1200	yes	60	

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

approved 1260

GRADE RECOMMENDED 5

RANGE OF COMPENSATION RECOMMENDED FROM $1260 TO $1500

Substitute $164.25 per annum

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

Kind of equipment ____; annual cost, $____

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

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

(b) High school; years ☐1 ☐2 ☐3 ☐4

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

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

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

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

18. Description of work. (Describe the various tasks performed, making the description of each as detailed as space will permit. Use a paragraph for each task and number the paragraphs. In the column at the right state the estimated percentage of the total time—in the course of a day, month, or year—given to each task.) 2—12965

Percentage of total time given to each task

Assisting in operating illuminating apparatus and fog bell machine; keep apparatus clean and in efficient working order; care for buildings, keep them clean and in order, including painting and minor repairs. 100%

18a. Not specified, stand watches, work equally divided, average 8 or less hours per day; Sundays, operation of light and fog bell machine only.

DUPLICATE

CLASSIFICATION BOARD FORM NO. 4
...e filled out in accordance with detailed ...structions in P. C. B. Form No. 2, and Circular No. 7).

To Accompany Report of { ☒ New appointments for July 1923.
☐ Changes in Duties for ....., 192

1. Littlefield (Surname.) Walter (Given name.) A. S. (Initial.)
(a) Previous incumbent Matthew H. Rhodes
2. Department Commerce
3. Bureau Lighthouses
4. Field Service Lighthouse Service
5. (a) Field Station 3rd Lighthouse District
(b) Subdivision Romer Shoal Light Sta.
(c) City or town Staten Island State N. Y.
6. Pay-roll title Keeper
7. Customary office title 2nd Assistant Keeper

DO NOT WRITE IN THIS SPACE

	a		
	b		
	c		
	d		

8. (a) Number of regular working hours of the position, per day see 18a; per week 7 days
(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 Sunset to Midnight or Midnight to Sunrise m. to ..... m.
9. If this is not an all-year-round position, state approximate number of days employed each year .....
During what months .....
10. If the employee receives compensation from any other branch of the Federal Government, or from any city, county, or State government, state the position held and the compensation .....
11. Present rate of pay, exclusive of bonus $780.00 per annum; bonus, $240.00 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $780.00 per "; bonus, $240.00 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; ☒ Light; ☐ Heat. If cash allowances are made for any of these items, state which items and the amounts per annum .....
Subsistence $164.25 per annum
16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:
Kind of equipment .....; annual cost, $.....
17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
(a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8
(b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
(c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3
(d) College: Name .....; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
(e) Post-graduate work: Kind .....; years ☐ 1 ☐ 2 ☐ 3
(f) Correspondence courses: Kind .....; number of lessons .....; number completed .....

18. Description of work. (Describe the various tasks performed, making the description of each as detailed as space will permit. Use a paragraph for each task and number the paragraphs. In the column at the right state the estimated percentage of the total time—in the course of a day, month, or year—given to each task.) 2—12965

	Percentage of total time given to each task
Assisting in operating illuminating apparatus and fog bell machine; keep apparatus clean and in efficient working order; care for buildings, keep them clean and in order, including painting and minor repairs.	100%

18a. Not specified, stand watches, work equally divided, average 8 or less hours per day; Sundays, operation of light and fog bell machine only.

19. Does employee work under immediate supervision, or to a large extent upon his own responsibility? (Describe fully.) Name the employee's *immediate* or closest superior. If not a civilian, give the superior's title or rank.

Works under the supervision of the Keeper.

20. Do the duties involve direction or supervision of the work of other employees? No.
If so, describe the nature of the direction or supervision and give the number and classes of employees directed or supervised.

21. How long have the employee's duties been substantially as described above? 1 month.

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

August 28, 1923., 192 (Date) — J. T. Yates (Signature of Preparing Officer) — Superintendent. (Title)

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

Impracticable to obtain signature on account of delay that would be involved.

(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		
Common School	X	

Technical Education: If essential, kind and extent

Experience: If essential, kind and extent Lighthouse apparatus, boating, gasolene engines, oil engines and painting.

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 $1260.00 to $1380.00

August 28, 1923, 192 (Date) — J. T. Yates (Signature of head of field office or station) — Superintendent. (Title)

THE FOLLOWING TO BE FILLED OUT BY THE HEAD OF THE BUREAU OR SIMILAR OFFICIAL

26. 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, except as follows: (If necessary, attach a sheet.)

In my judgment the compensation of this position should be in a range from $..... to $.....

....., 192 (Date) — ..... (Signature of chief of bureau) — ..... (Title)

GOVERNMENT PRINTING OFFICE 2—12965

Memo-PS-7/25/23

Adoption of Walter A. Storey as W. A.S. Littlefield-

Walter A. Storey was adopted by former Keeper Elam P. Littlefield (Retired) June 1st, 1923 .

Adopted in State of Rhode Island under name of Walter A.S.Littlefield as of September 6, 1921.

See Personal Clerk's files of applications No. 3119.

P.S. 7/25/23

Form SS-73

DEPARTMENT OF COMMERCE



PERSONAL QUESTION SHEET

This form shall be furnished for each person appointed in the service of the Department immediately upon entrance on duty.

The information called for in Part I shall be filled in by the Bureau or Office to which the employee is assigned, after which the form shall be transmitted to the employee for answers to the questions in Part II. The completed form shall be indorsed by the proper Bureau officer and forwarded to the Department for file.

PART I.

1. Name of employee: Walter A. S. Littlefield
2. Position to which appointed: Keeper
3. Bureau or Service: Lighthouse Service, District 3rd
4. Place of duty: Romer Shoal Light Station, N.Y. (City, town, station, or vessel.)
5. Salary: $780.00 p.a.
6. Appropriation from which paid: Salaries, Keepers of Lighthouses
7. Manner of appointment. (Examples: "From stenographer and typewriter examination, ———, 19—;" "Without examination;" or "By reinstatement;" or "By transfer from ———." stating Department, Bureau or Service, position, and salary, if known).

From eligible list of keepers and asst.keepers, dated May 4,1923

PART II.

THE FOLLOWING QUESTIONS ARE TO BE ANSWERED BY THE EMPLOYEE:

The statement should be signed by the employee, or, if unable to write, he may sign by mark in the presence of one witness.

1. What is your full name? (State whether Mr., Miss, or Mrs., and spell out names in full, including middle name or names. Example: "Mr. John Richard Roe." If name itself is merely a letter, so state.)

Walter Alexander Story Littlefield

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

Walter A. Littlefield

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

Rhode Island (State or Territory.) ~~Block Island~~ (County.) Block Island (City or town.) Sandy Point (Congressional district.)

4. If the legal residence given in answer to question 3 is not the same as that stated in the certificate of appointment, the difference should be explained.

Same

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

11—6922

6. Where were you born? Boston Mass.

7. When were you born? September (Month.) twelveth (Day.) 1901 (Year.)

8. If foreign born, state when and where naturalization papers were taken out ~~—~~

9. What is your marital condition? (Answer "single," "married," "widowed," or "divorced.") Single

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

E. P. Littlefield (Name.) Sandy Point (Number and street.)

Block Island (City or town.) Rhode Island (State or Territory.)

11. Are there any members of your family, besides yourself, in the civil service of the United States? (Answer "yes" or "no.") ..... If so, state in blank spaces below the information called for by the headings.

Name.	Post-office address.	Position and department or office in which employed.	Relationship.	Married or ~~single.~~
E. P Littlefield	Block Island R I	Position keeper retired Department or office	father	married
		Position Department or office		
		Position Department or office		

12. Have you any physical disabilities? (Answer "yes" or "no.") no If so, describe fully. (If you have defective eyesight, state whether corrected by glasses.) no

13. Do you hold any State or municipal office? (Answer "yes" or "no.") no If so, state name of such office and compensation attached.

14. Were you in the military or naval service of the United States during any war? (Answer "yes" or "no.") no If so, state in blank spaces below the information called for by the headings.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

15. If you served in the military or naval service of the United States other than during war time, indicate such service in the spaces below.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

16. Have you ever held any other position in the civil service of the United States? (Answer "yes" or "no.") Yes If so, state in blank spaces below the information called for by the headings.

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.
Commerce	L H.	2 asst K	780 A	7/27/20	10/13/20
do	do	1 " "	840 A	10/14/20	10/12/21

Previously employed under name of Walter A Storey name legally changed by adoption to U.A.S. Littlefield 9/6/21

11—6922

Recived your letter of the 22nd. 1923

I acknowledge receipt of a copy of Department Circular No. 253 (second edition), of September 22, 1914, relating to political activity of officeholders, and fully understand its purport.

Walter A. S Littlefield
(Name.)

2nd Asst Keeper
(Position.)

Light House
(Bureau, Office, or Service.)

SUPERINTENDENT OF LIGHTS
JUN 28 1923
RECEIVED

Date, July 2nd 1923

11—3914

(This acknowledgment should be forwarded to, and filed in, the bureau or office to which appointee is assigned.)

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

Recived a complete coarse in Wirless & Radio.

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

22. Were the answers to the foregoing questions written by you? (Answer "yes" or "no.") yes If not, state the name and address of the person who wrote them for you.

Date, July 23, 1923

Witness (in case signature is by mark):

(Signature) Walter A. Littlefield

(Present address) Block Island,
(Number and street.)

(City or town.) R. I.
(State or Territory.)

INDORSEMENT.

(If appointee is to be employed in the field, this form should be reviewed and approved by the proper field officer and need not be signed by an official of the Bureau. If appointee is to serve in the District of Columbia, the form should be reviewed and approved by the proper Bureau officer. When forwarding this form, no letter of transmittal is required.)

Reviewed, approved, and forwarded July 25, 1923

(Signature)

(Official title) Supt. of Lighthouses, 3rd Dist.

11—6922

17. Are you the widow or orphan of an honorably discharged soldier or sailor? (Answer "yes" or "no.") ..... If so, state in blank spaces below the information called for by the headings.

Name under which soldier or sailor rendered service.	Relationship to you.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

18. What was your occupation prior to entering the United States service? (It is intended that the answer to this question shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service indicated in answer to questions 13, 14, 15, and 16.)

Sub. at a Coast Guard Station

19. What education have you received? (State the grades of schools you have attended, and, if 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., 1910; Columbia University, LL. B., 1913.)

Public, 2 years high school: night classes.

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

Recived a complete coarse in Wirless & Radio.

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

22. Were the answers to the foregoing questions written by you? (Answer "yes" or "no.") yes If not, state the name and address of the person who wrote them for you.

Date, July 23, 1923

Witness (in case signature is by mark):

(Signature) Walter A. Littlefield

(Present address) Block Island,
(Number and street.)

(City or town.) R. I.
(State or Territory.)

INDORSEMENT.

(If appointee is to be employed in the field, this form should be reviewed and approved by the proper field officer and need not be signed by an official of the Bureau. If appointee is to serve in the District of Columbia, the form should be reviewed and approved by the proper Bureau officer. When forwarding this form, no letter of transmittal is required.)

Reviewed, approved, and forwarded July 25, 1923

(Signature)

(Official title) Supt. of Lighthouses, 3rd Dist.

11—6922

DEPARTMENT OF COMMERCE

PERSONAL QUESTION SHEET

This form shall be furnished for each person appointed in the service of the Department immediately upon entrance on duty.

The information called for in Part I shall be filled in by the Bureau or Office to which the employee is assigned, after which the form shall be transmitted to the employee for answers to the questions in Part II. The completed form shall be indorsed by the proper Bureau officer and forwarded to the Department for file.

PART I.

1. Name of employee Walter A. Storey

2. Position to which appointed Keeper

3. Bureau or Service Lighthouse Service, District 3rd District

4. Place of duty Romer Shoal Light Station, N.Y.
(City, town, station, or vessel.)

5. Salary $780.00 per annum

6. Appropriation from which paid Salaries, Keepersof Lighthouses

7. Manner of appointment. (Examples: "From stenographer and typewriter examination, ——, 19—;" "Without examination;" or "By reinstatement;" or "By transfer from ——," stating Department, Bureau or Service, position, and salary, if known).

By examination for Keepers, June 30,1920

PART II.

THE FOLLOWING QUESTIONS ARE TO BE ANSWERED BY THE EMPLOYEE:

The statement should be signed by the employee, or, if unable to write, he may sign by mark in the presence of one witness.

1. What is your full name? (State whether Mr., Miss, or Mrs., and spell out names in full, including middle name or names. Example: "Mr. John Richard Roe." If name itself is merely a letter, so state.)

Mr. Walter Albert Story

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

Walter A. Story

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

Rhode Island (State or Territory.) New Port (County.) Block Island (City or town.) - 1 - (Congressional district.)

4. If the legal residence given in answer to question 3 is not the same as that stated in the certificate of appointment, the difference should be explained.

It is just the same.

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

11—6023

6. Where were you born? Boston, Mass.

7. When were you born? September (Month.) 12 (Day.) 1901 (Year.)

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

9. What is your marital condition? (Answer "single," "married," "widowed," or "divorced.") Single

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

C. L. D. Younkin (Name.) 300 Tremont St. (Number and street.)

Boston, North End Mission. (City or town.) Mass. (State or Territory.)

11. Are there any members of your family, besides yourself, in the civil service of the United States? (Answer "yes" or "no.") ~~Yes~~ No If so, state in blank spaces below the information called for by the headings.

Name.	Post-office address.	Position and department or office in which employed.	Relationship.	Married or single.
E. B. Littlefield	Block Island, Rhode Island	Position Keeper; Department or office U.S. Light House Service	Just lived with then only Relation	Married
		Position Department or office		
		Position Department or office		

12. Have you any physical disabilities? (Answer "yes" or "no.") No. If so, describe fully. (If you have defective eyesight, state whether corrected by glasses.) — — — — — — — —

13. Do you hold any State or municipal office? (Answer "yes" or "no.") No If so, state name of such office and compensation attached.

14. Were you in the military or naval service of the United States during any war? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
— — —	— —	— —	—

15. If you served in the military or naval service of the United States other than during war time, indicate such service in the spaces below.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
— —	— —	— —	— —

16. Have you ever held any other position in the civil service of the United States? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.
—	—	—	—	—	—

11—6922

I acknowledge receipt of a copy of Department Circular No. 253 (second edition), of September 22, 1914, relating to political activity of officeholders, and fully understand its purport.



Walter A. Storey
(Name.)

2nd Asst. Keeper
(Position.)

Light House Service
(Bureau, Office, or Service.)

Date, July 9th. 1920.

11—3914

(This acknowledgment should be forwarded to, and filed in, the bureau or office to which appointee is assigned.)

School and taking a Course with I. C. Schools.

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

Qualified on Electric work.

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

None

22. Were the answers to the foregoing questions written by you? (Answer "yes" or "no.") Yes If not, state the name and address of the person who wrote them for you.

Date, July 9, 1920

Witness (in case signature is by mark):

(Signature) Walter A. Storey

(Present address) Block Island, R. I.
(Number and street.) (City or town.) (State or Territory.)

INDORSEMENT.

(If appointee is to be employed in the field, this form should be reviewed and approved by the proper field officer and need not be signed by an official of the Bureau. If appointee is to serve in the District of Columbia, the form should be reviewed and approved by the proper Bureau officer. When forwarding this form, no letter of transmittal is required.)

Reviewed, approved, and forwarded Aug 6, 1920

(Signature)

(Official title)

11—3920

18. What was your [illegible] shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service indicated in answer to questions 13, 14, 15, and 16.)

In the U. S. Coast Guard as Temporary Surfman at Sandy Pt Block Island, Rhode Island.

19. What education have you received? (State the grades of schools you have attended, and, if 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., 1910; Columbia University, LL. B., 1913.)

Public school, two years in High School and taking a Course with I. C. Schools.

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

Qualified on Electric work.

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

None

22. Were the answers to the foregoing questions written by you? (Answer "yes" or "no.") Yes If not, state the name and address of the person who wrote them for you.

Date, July 9, 1920

Witness (in case signature is by mark):

(Signature) Walter A. Storey

(Present address) Block Island, R. I.
(Number and street.) (City or town.) (State or Territory.)

INDORSEMENT.

(If appointee is to be employed in the field, this form should be reviewed and approved by the proper field officer and need not be signed by an official of the Bureau. If appointee is to serve in the District of Columbia, the form should be reviewed and approved by the proper Bureau officer. When forwarding this form, no letter of transmittal is required.)

Reviewed, approved, and forwarded Aug 6, 1920

(Signature)

(Official title)

750

FWO-JHG

(1)

Walter A. S. Littlefield,
Sandy Point Light House,
Block Island, Rhode Island.

Feb. 26,1923

SUBJECT: Application for position of keeper.
REFERENCE: Your letter Feb.23,1923.

1. In order that there may be a record in this office of your change of name it is requested you forward a Certificate from the Town Clerk of New Shoreham, R. I. relative to your adoption by Mr.Littlefield.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

Received 3-2-23 and attached to his application

JTY

FRANKLIN AND
BAYVIEW AVENUES

TELEPHONE 3650
NEW ROCHELLE, N. Y.

750

Per

Feb23 1923

SUPERINTENDENT OF LIGHTHOUSES
FEB
26
1923
TOMPKINSVILLE

HOTEL OSBORN

Superentendant of Lighthouses

Tompkinsville N.Y.

Reply to your letter of Feb.20th. 1923.

In 1920 I was Walter A.Storey.

In 1921 I was adopted by E.P.Littlefield as his son and took the name of Walter Storey Littlefield as the rightful Name.

It is in the town clerks office at New Shoreham, R.I?

Respectfuly

Walter A S Littlefield

730

FWO-JHG

Feb. 20,1923

Walter A.S.Littlefield.
Sandy Point Light House,
Block Island, R. I

SUBJECT: Application for position of keeper or asst.keeper.

1. Referring to your application filed in this office for the position of keeper or assistant keeper; you are advised that before any action can be taken in connection with this application, it will be necessary for you to furnish satisfactory explanation of the application filed in this office by you in 1920 under the name of Walter A. Store in which application you stated that E.P.Littlefield was of no relationship, whereas in the application signed "Wallter A.S.Littlefield " you state that Mr.Littlefield is your father.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

WALTER A. LITTLEFIELD
~~ORIENT POINT LIGHT STA.~~
~~ORIENT POINT, L. I., N. Y.~~

Dec. 18/1926
55 Union St.
New Rochelle N.Y.

Supertendent of Lighthouses
Staten Is. N.Y.

Sir:

Well you kindly send to this address the papers of my adoption by Miss Mr. E. P. Littlefield which was sent to you on request while in the Light House Service to keep as a record

If you so ~~should~~ which to still keep a record of it would make a copy as the one you have is the original which I would like to keep for my own use in the courts, as in years to come.

Respectfully
W. Littlefield

FWC-2nd

(75)

Walter A. Littlefield,
55 Union Street,
New Rochelle, New York

Dec. 21,1926

SUBJECT: Adoption papers.
REFERENCE: Your letter Dec.18,1926.

1. As requested in your letter of Dec. 18,1926 there is enclosed herewith the certified copy of papers of your adoption by Mr. and Mrs. E. P. Littlefield.

J. T. Yates

Superintendent

See Application No. 3119

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

(45)

THIRD DISTRICT

SUPERINTENDENT OF LIGHTHOUSES
FEB 23 1925
RECEIVED
THIRD DISTRICT

Orient Point Lt Sta.
(Station, Depot, or Vessel)

Feb. 22, 1925

Superintendent of Lighthouses
Staten Island. N.Y.

Subject; Recommendations of W.A. Littlefield, former 1st asst.

I respectfully wish to state that at this time I do not care to make any statements as to the conduct and behavior of W.A. Littlefield while stationed on this light.

M. J. Freitas Keeper

FWC-JHG

Manuel J. Freitas, Jr., Keeper,
Orient Point Light Station,
Orient Point, New York

Feb. 25,1925

SUBJECT: Services of former 1st Asst.Keeper Littlefield.
REFERENCE: Your letter Feb. 22,1925.

1. Your letter of February 22,1925 is not understood since no report has been submitted or asked for concerning the conduct of former 1st Assistant Keeper W.A.Littlefield. In view of your comments, however, it is now requested that you submit report concerning the conduct and services of Mr.Littlefield while employed at Orient Point Light Station, stating whether or not satisfactory, and if not state plainly the facts.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
MAR 6 1925
RECEIVED
THIRD DISTRICT

Orient Point Lt. Sta.
(Station, Depot, or Vessel)

March 4, 1925

Superintendent of Lighthouses
Staten Island. N.Y.

Subject; Services of former 1st asst Keeper W.A. Littlefield.
Reference; Your letter dated Feb. 25 1925

The conduct and services of former 1st asst Keeper Littlefield were not satisfactory to a certain degree.

He was disobediant and very insubordinate, so much so that on Jan. 27. 1925 I relieved him from duty but weather conditions prevented me from notifying your office, and upon his apology I reinstated him.

He had a way of doing things that he knew was not right just to be aggravating, as he has told the 2nd asst that he did them because I didn't like it.

And always upon being corrected on almost anything he had just so much to say, which to say the least was very insubordinate; I have tried to get him over that habit and I'd talk to him and show him where he was wrong, and he would admit it and be sorry perhaps but would always repeat his back talk upon the last provocation.

W. J. Fuitas Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
MAR 6 1925
RECEIVED
STATEN ISLAND, N.Y.

1st

THIRD DISTRICT

Orient Point Lt. Sta.
(Station, Depot, or Vessel)

March 4, 1925

Superintendent of Lighthouses
Staten Island N.Y.

Subject; My Letter of February 22 1925
Reference; Your letter of February 25 1925.

On February 14. 1925 I signed a letter for W. A. Littlefield and returned said letter to him. The letter of Feb. 22 was in answer to above mentioned letter which evidently he did not mail.

I had stated to him that I would make recommendations to your office upon his resignation taking effect and he wrote the above mentioned letter that I signed.

M. J. Fuilas.
Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

THIRD DISTRICT

SUPERINTENDENT OF LIGHTHOUSES
FEB 25 1924
RECEIVED
NEW YORK

Orient Point Lt Sta.
(Station, Depot, or Vessel)

Feb. 22, 1925

Superintendent of Lighthouses.
Staten Island N.Y.

Subject;—The resignation of W.Q. Littlefield.

Mr. W.Q. Littlefield left this station at 10 00 a/m on the 21st of February 1925 in accordance with his resignation.

W.J. Freitas. Keeper.

Last day of Service Feb. 20-1925

Rated P.S. 2/26/25

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
FEB
1925
RECEIVED
COMPTROLLER

THIRD DISTRICT

Orient Point Light
(Station, Depot, or Vessel)

Feb. 10th, 1925

Superintendent of Lighthouses
Staten Island, New York.

It was stated by M. J. Freitas Keeper of Orient Point Light Station that he had charges to make against me for the good of the service.

It is requested if any charges are made, that they may be investigated and I will appear at any given time at your office.

On and after February 21 you may address any communications to 51 Soundview Ave., New Rochelle, New York.

Am I to be placed on the waiting list for a transfer to a more desired station as in last letter.

Walter A. Littlefield
1st. Asst. Keeper

The 1st asst doesn't understand this point. I am not going to prefer charges. I intend to make recommendations to your office

M. J. Freitas.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHTHOUSES
1925 FEB 4 AM 9 47

January 30, 1925.

Mr. Walter A. S. Littlefield,

Through the Commissioner of Lighthouses.

Sir:

The Department is in receipt of your resignation from the position designated below, and has accepted the same, upon recommendation of the bureau, to take effect at the close of business on February 20, 1925.

Bureau	Lighthouse Service
Station	Orient Point Light Station, New York
Position	Keeper
Salary	$1380 per annum

By direction of the Secretary:

Respectfully,

WM. J. GAITHER,
Acting Chief of Appointment Division.

3rd District.
B

FWO-JHG

Walter A.S.Littlefield, 1st Asst.Keeper, Jan. 27,1925
Through the Keeper,
Orient Point Light Station,
Orient Point, New York

SUBJECT: Resignation.
REFERENCE: Your letter Jan. 24,1925.

1. Your letter dated Jan.24,1925 resigning your position as 1st Asst.Keeper of Orient Point Light Station, has been received and forwarded to Washington, with recommendation that same be accepted, effective at the close of February 20,1925.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

Form 98

NOTICE OF RESIGNATION OR DEATH

FWO-JHG

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Staten Island, N.Y., Jan. 27, 1925, 19

COMMISSIONER OF LIGHTHOUSES:

Herewith is transmitted the resignation of the following-named employee:

Name, Walter A.S.Littlefield Position, Keeper

Legal residence, Rhode Island Station Orient point Lt.Sta., N.Y.

Salary, $1080.00 per annum

The acceptance of this resignation is recommended effective at the close of Feb. 20, 1925

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

Remarks:

J. T. Yates

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

11—4023

VC 2/17/25

Mess JC

Form 93

FWO-JHG

NOTICE OF RESIGNATION OR DEATH

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Staten Island, N.Y., Jan. 27, 1925, 19

COMMISSIONER OF LIGHTHOUSES:

Herewith is transmitted the resignation of the following-named employee:

Name, Walter A.S.Littlefield Position, Keeper

Legal residence, Rhode Island Station, Orient Point Lt.Sta., N.Y.

Salary, $1080.00 per annum

The acceptance of this resignation is recommended effective at the close of Feb. 20, 1925

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

Remarks:

Paid 3/7/25
Vou. No. 15131
Check No. 71375
Period 2/1-20/1925 - 20days

J. T. Yates

BUREAU OF LIGHTHOUSES

WASHINGTON

Submitted to the Secretary of Commerce, approved.

11—4023

VC B. 2/26/25

FC

mess JB

(3)

30744

(73)

COPY

Orient Point Light

Jan. 24,1925

Superintendent of Lighthouses,

Staten Island,N. Y.

Sir:-

It is requested that I may be placed on the waiting list for a station so I may be able to be with my mother as she is not able to live alone.

That is I resign the position of 1st Asst.Keeper of Orient Point Light Station on February 20,1925.

Respectfully,

Walter A. Littlefield

1st Asst.Keeper

For and in the absence of the keeper

W. Littlefield

1st Asst.Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

(75)

SUPERINTENDENT OF LIGHTHOUSES
JAN 23 1925
RECEIVED
STATEN ISLAND, N.Y.

THIRD DISTRICT

Orient Point Light
(Station, Depot, or Vessel)

Jan 17, 1925

Superintendent of Lighthouse
Staten Island N.Y.

Subject: Transfer

1. It is requested that with-in thirty days if a vacancy occurs at any of the stations on the list filed, that I may be considered.
2. It will be noted that I want to be at a more desirable station so I may be able to be near my mother because since E. D Littlefield the retired Keeper of the Block Island North Light Station passed away she has ban living alone but can not continue to do so.
3. When I was sent to this station it was only a temporay assignment & that I would be sent to a more desired station later.

No promise or understanding

Walter A Littlefield
1st. Asst. Keeper

M. J. Freitas.
Keeper.

FWO-JHG

Walter A. S. Littlefield, 1st Asst.Keeper, Jan. 23,1924
Through the Keeper,
Orient Point Light Station,
Orient Point, N. Y.

SUBJECT: Transfer.
REFERENCE: Your letter Jan.17,1925.

1. In reference to the matter of your transfer, you are, or should be, fully aware of the regulations governing the matter of transfer of keepers and assistant keepers, and all such transfers are made in accordance with the regulations referred to. As provided by the regulations relative to the transfer of keepers and assistant keepers, when vacancies occur at any of the stations on the list which you have filed in this office, you will automatically be considered for the position vacant. It is necessarily impossible to predict what vacancies may occur, therefore it cannot be stated when you may be considered for transfer.

2. In reference to the third paragraph of your letter; your attention is invited to the fact that there was no promise or understanding at the time you were transferred to Orient Point as to when or where you might be transferred later. Your transfer to Orient Point Light Station was made in accordance with the regulations pertaining to transfers, and any transfer from Orient Point Light Station would necessarily be in accordance with the same regulations. In connection with your present urgent request for transfer, it is to be noted that this office had no request for transfer on file from you until January 13,1925 when your letter of January 8,1925 was received.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

45

THIRD DISTRICT

SUPERINTENDENT OF LIGHTHOUSES
JAN 13 1925
RECEIVED
COMPTROLLER'S OFFICE N.Y.

1912 Jan

Resigned 2-20-25

Quent Pt Light Sta
(Station, Depot, or Vessel)

Jan 8th, 1925

Superintendent of Lighthouses
Staten Island N.Y.

Transfer:

In the event of an vacancy at any of the Stations listed, as Keeper or 1st Asst Keeper it is request that I may be considered for the position.

		X Connecticut R.I.
XX Absecon N.J.	X Bridgeport Hbr. Conn	X Clonover Beacon N.J.
X Barber Pt. N.Y.	X Bristol Ferry R.I	XX Cofsackie N.Y.
XX Barnegat N.J.	X Bullock Pt. R.I.	X Crown Point N.Y.
XX Beavertail R.I	X Burlington Buk. Vt.	X Cumleland Head N.Y.
X Bergen Pt. N.J.	X Castle Hill R.I.	X Kutch Island N.J.
X Black Rock Conn.	X Cedar Is. N.Y.	XX Eatons Neck N.Y.
X Block Is. Buk Lts R.I	X Chapel Hill N.J.	X Elm Tree Beacon. N.Y.
X Block Is. North R.I.	X Colchester Reef Vt.	X Esopus Meadows. N.Y.
XX Block Is. S.E. R.I	X Colol Spring Hbr. N.Y	X ~~Falkner Is.~~
X Buff Pt. N.Y.	X Conanicut Is. R.I.	XX Execution Rocks Lt. N.Y.
X Borden Flat. R.I.	X Coney Is. N.Y.	XX Falkner Is. Conn

A Walter Littlefield Asst Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
JAN 13 1925
RECEIVED
TOMPKINSVILLE, N.Y.

THIRD DISTRICT

Orient Point Light Sta
(Station, Depot, or Vessel)

Jan. 8, 1925

Transfer list

XX Fire Island N.Y.	X Ludlam Beach N.J.	XX Plum Beach R.I.
XX Fort Wadeswath N.Y.	XX Montauk Pt. N.Y.	X Pt. Judith Plum Is. N.Y.
X Gould Island R.I.	X Mussel Bed Shoals R.I.	X Pt. Au. Roche N.Y.
X Great Beds N.J.	XX Navesink, N.J.	X Pt. Comfort N.J.
XX Green Ledge. Conn.	X New Dorp Bea N.Y.	XX Pt. Judith R.I.
X Gull Rocks. R.I.	XX New Haven Conn	X Prudence Is. R.I.
X Hereford Inlet N.J.	XX New London Ledge Conn	XX Race Rock. N.Y.
XX Hog Is. Shoal R.I.	X New Port Hbr. R.I.	XX Robbins Reef. N.Y.
X Horton Pt. N.Y.	X North Bw. Island N.Y.	X Rockland Lake N.Y.
X Hudson City N.Y.	X North Dumpling N.Y.	X Ponelorit N.Y.
X Isle La Motte Vt.	XX No. Hook Beacon N.J.	XX Rose Is. R.I.
X Juniper Is. Vt.	X Old Field Pt. N.Y.	X Sabine Pt. R.I.
XX Latimer Reef. N.Y.	XX Old Orchard Shoal N.Y.	XX Sakonnet. R.I.
X Lime Rock R.I.	X Orient Point N.Y.	XX Sandy Hook N.J.
XX Little Gull Is. N.Y.	XX Pecks Ledge Conn	X Saugerties N.Y.
X Lloyd Hbr. N.Y.	XX Penfield Reef Conn	X Saybrook Bkw. Conn
X Long Beach Bar N.Y.	X Plattsburg Bkw. N.Y.	X Saybrook (Lynde Pt.) Conn

Walter Littlefield Asst. Keeper

over

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
JAN 13 1925
RECEIVED
STATEN ISLAND, N.Y.

THIRD DISTRICT

Orient Point Lt Sta
(Station, Depot, or Vessel)

Jan 8th, 1925

Transfer list

X Sea Girt, N.J.
XX Shinnecock Bay N.Y.
XX Southwest Ledge Conn
X Split Rock N.Y.
X Stamford Hbr. Conn
X Staten Island N.Y.
X Stepping Stones N.Y.
X Stonington Bkw. Conn
X Stoney Point N.Y.
XX Straford Point Conn
XX Straford Shoals Conn
X Stuyvesant N.Y.
X Tarrytown N.Y.
X Throgs Neck N.Y.
X Tucker Beach N.J.
X Woackacka N.J.
XX Warwick. R.I.
XX Watch Hill R.I.
XX West Bank N.Y.
XX Whale Rock R.I.
X Wickford Hbr. R.I.
X Windmill Pt. N.Y.

Walter Littlefield Asst Keeper.
M. J. Smith
Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

THIRD DISTRICT

SUPERINTENDENT OF LIGHTHOUSES
JAN 13 1925
RECEIVED N.Y.

Orient Pt. Light Sta
(Station, Depot, or Vessel)

Jan 8th, 1925

Superintendent of Lighthouses
Staten Island N.Y.

Transfer

In the event of an vacancy at any of the Stations listed as Keeper or Asst Keeper, it is requested that I may be considered for the position.

Absecon N J	Bridgport Hbr. Conn	Clonover Beacon N J
Barber Pt. N.Y.	Bristol Ferry R.I.	Coxsackie N.Y.
Barnegat N J	Bullock Pt R I	Crown Pt. N J
Beavertail. R.I.	Burlington Bwk. V.T.	Cumberland N J
Bergen Pt. N.J.	Castle Hill R.I	Dutch Is. R I
Black Rock. Conn	Cedar Is N Y	Eatons Neck. N Y
Block Is. Bwk Pt. R.I	Chapel Hill R I	Elm Tree Beacon N Y
Block Is. North R I	Colchester Reef. VT	Esopus Meadows N Y
Block Is. S.E. R.I.	Cold Spring Hbr. N.Y	Execution Rocks N Y
Buff Pt N Y	Conanicut Is. R.I	Falkner Is Conn
Borden Flats R.I.	Coney Is Land. N Y	Fire Island N Y

Wallis Littlefield Asst Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

2

SUPERINTENDENT OF LIGHTHOUSES
JAN 13 1925
RECEIVED
TOMPKINSVILLE, N.Y.

THIRD DISTRICT

Orient Pt. Light. Sta
(Station, Depot, or Vessel)

Jan 8th, 1925

Transfer List

Fort Wadsworth N.Y.	Mussel Beds shoals R.I.	Pt. Comfort N.J.
Gould Island R.I.	Navesink N.J.	Pt Judith R.I.
Great Beds N.J.	New Dorp Bun N.Y.	Prudence Is R.I.
Green Ledge Conn	New Haven Conn	Race Rock. N.Y.
Gull Rock. R.I.	New London Ledge Conn	Robbins Reef. N.Y.
Hereford Inlet N.J.	New port Hbr. R.I.	Rockland Lke. N.Y.
Hog Is Shoal R.I.	North Bro. Is. N.Y.	Roncdout. N.Y.
Horton Pt. N.Y.	North Dumpling N.Y.	Rose Is. R.I.
Hudson city N.Y.	North Hook Beacon N.J.	Sabbine Pt. R.I.
Isle De Motts N.Y.	Old Field Pt. N.Y.	Sakonnet. R.I.
Juniper Is. N.Y.	Old Orchard shoals N.Y.	Sandy Hook N.J.
Latimer Reef N.Y.	Orient Point N.Y.	Saugerties N.Y.
Lime Rock. R.I.	Pecks Ledge Conn	Saybrook Bkw. Conn
Little Gull N.Y.	Penfield Ref. Conn	Saybrook (Lynde Pt.) Conn.
Lloyd Hbr. N.Y.	Plattsburg	Sea Girt N.J.
Long Beach Bar N.Y.	Plum Beach	Shinnecock Bay N.Y.
Ludlam Beach N.J.	Plum Is.	South West Ledge. Conn
Montauk Pt. N.Y.	Pt Au. Roche N.Y.	Split Rock. N.Y.

Walter Littlefield 1st Asst Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
JAN 13 1925
RECEIVED
COMPTROLLER N.Y.

THIRD DISTRICT

Orient Pt. Light Sta
(Station, Depot, or Vessel)

Jan. 8th, 1925

Transfer list

Stamford Hbr. Conn
Staten Island N.Y.
Stepping Stones N.Y.
Stonington Bkw. Conn
Stoney Point - N.Y.
Straford Point Conn
Straford Shoals Conn
Stuyvesant N.Y.
Tarrytown N.Y.
Throgs Neck N.Y.
Tucker Beach N.J.
Waackaack N.J.
Warwick R.I.
Watch Hill R.I.
West Bank N.Y.
Whale Rock R.I.
Wickford Hbr. R.I.
Windmill Point N.Y.

Walter Littlefield 1st Asst Keeper

M. J. Santos Keeper

FWC-JHG

(95)

Mr. S. R. Sands, Superintendent,
United States Coast Guard,
Bay Shore, N. Y.

January 2,1925

SUBJECT: Walter A.Littlefield, transfer.
REFERENCE: Your letter Dec.31,1924.

1. Receipt is acknowledged of your letter dated December 31,1924, relative to transfer of Walter A.S.Littlefield to Block Island North Light Station, and in reply you are advised that Mr.John F. Anderson, the present keeper of Block Island North Light Station will not be eligible for retirement for several years, therefore, so far as known, there is no immediate prospect of a vacancy at that station.

2. In this connection it may be explained that vacancies at shore stations provided with family quarters, are, under existing regulations, filled by the transfer of keepers or assistant keepers from off shore or less desirable stations, selection of a man for such a position being based on length of service and his efficiency record, the men considered for such positions being those who have previously filed application with this office for the positions or stations to which they desire transfer when vacancies occur.

3. Should a vacancy occur at Block Island North Light Station all those who have applied for the position will be considered therefor. It may be stated in this connection that at the present time Mr.Littlefield has no application on file for the position in question.

For and in the absence of the Superintendent.

1st Asst.Supt.

(75) V

2106

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

BAY SHORE, N. Y.

(15)

SUPERINTENDENT OF LIGHTHOUSES JAN 2 1925 RECEIVED N.Y.

OFFICE OF
THE SUPERINTENDENT
FOURTH DISTRICT

December 31, 1924.

Mr. J. T. Yates,
Superintendent of Lighthouses,
Tompkinsville, Staten Island, N.Y.

Dear Sir:

Before being promoted to District Superintendent in the U. S. Coast Guard, a position I have held for about ten years, I was for eleven years in charge of Sandy Point Coast Guard Station, a short distance north of your light station at that point and was, of course, well acquainted with the then keeper Elam P.Littlefield, now deceased, who was retired, I believe, approximately one year prior to his death.

I have recently seen his widow who desired me to ask if there was any possibility of her son, Walter A. Littlefield, being transferred to Sandy Point Light Station. She stated that Mr. Anderson, the keeper of that light, would soon be retired and that in view of Mr. Littlefield's long and honorable service hoped it might be possible for Walter to be transferred to that station upon Mr. Anderson's retirement.

I do not wish to make suggestions or recommendations to any officer in any other branch of the Government Service, but knowing that Mrs. Littlefield was left without financial support, it would enable her to rest in comparative comfort if her son could be appointed to a station where she might live with him and only for this reason I am bringing the matter to your attention.

Thanking you in advance for any assistance you may be able to render Mrs. Littlefield, I am

Very truly yours,

S. R. Sands

GPO

WJL:CL

(73)

August 23, 1924.

Walter A. Littlefield, 1st Asst. Keeper,
Through the Keeper,
Orient Point Light Station,
Orient Point, New York.

SUBJECT: Leave.

REFERENCE: Your letter of August 16, 1924.

1. You will be guided by the instructions contained in letter from this office of August 13th in regard to making up the excess leave taken in July, 7½ days.

2. The Keeper of Orient Point Light Station has full instructions in regard to leave, and he will furnish you the necessary information, and it will not be necessary for you to communicate with this office in regard to such matters.

J.T.YATES,

Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

AUG 22 1924

(73)

THIRD DISTRICT

Point Point Lt. Sta.
(Station, Depot, or Vessel)

Aug 18, 1924

Superintend of Lighthouses
Staten Island N.Y.

Subject;- Refusal of Lightkeeper Littlefield to obey instructions

I have instructed 1st asst Littlefield in the proper method of heading and ending of official mail. He will not and does not intend to do as he is told, being very disputatious when corrected. His letter inclosed is an example.

This is only one of many instances that he wants to dispute until corrections are made from your office.

M. J. Freitas
Keeper.

ADDRESS ALL COMMUNICA[TIONS]
SUPERINTENDENT OF LIGHT[HOUSES]
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
AUG 23 1924
STATEN ISLAND, N.Y.

THIRD DISTRICT

Orient Point Light
(Station, Depot, or Vessel)

Aug 16 th, 1924

Superintendent of Lighthouses
Staten Island N.Y.

Sir:— Excess leave 7¼ & 2⅓ days

1. May 24 th 1924 in a m I left Pomeroy Shoal's light & received orders to report at Greenport on May 26 which I did arriving at Orient pt Light I was unable to take my eight days for the month of May.

2 Does not that make up the 7¼ days in July I was epcers my regular leave?

2. Does not this leave me stell 6 days for August having taken 2⅓ days.?

3

3. Being storm bound while going after mail & provisions is the time deducted from the eight days leave?

4

Respectfully
C Walter al Littlefield
1 Asst. Keeper

Thru Keeper

Wherein at [redacted] leave from Littlefield
Comes in reply to this letter
& tell him that his explanation that
he expected 12 [redacted] 7 realize had made
all explanation ~~is~~ not satisfactory as
you are the one to submit him 7 & 4
explaining.

See about total leave & write him
he must make up excess leave
taken

Jan	2	4	30	
Feb	8	0	0	
mar	7	11	0	
apr	7	0	0	
may	8	0	0	
June	8	7	0	
July	15	6	0	= 56-4-30
aug	2	8	0	= 58-12-30

(75)

FWO-JHG

Walter A.S.Littlefield, 1st Asst.Keeper, Aug.13,1924
Through the Keeper,
Orient Point Light Station,
Orient Point, New York

SUBJECT: Absence from duty.
REFERENCE: Your letter Aug.7,1924.

1. Your letter dated Aug.7,1924 in reference to your absence from duty from July 16th to 31st, has been received. Your explanation of your failure to reply to telegram sent you by this office, and your statement that you expected Keeper Freitas had made all explanations and had submitted Form 76, is not considered satisfactory, as you were the one to do your own explaining and to submit Form 76, and not the keeper of the station. You are directed to see to it that in future you reply promptly and explicitily to all communications sent you from this office and also to submit promptly Forms 76 to cover any excess leave taken by you. The absence referred to, from July 16th to 31st, 15-1/4 days - has been approved, but with the understanding that the excess leave taken in July - 7-1/4 days - must be made up by you before any further leave is taken.

J. T. YATES
Superintendent

By: W. J. Lawton,
Chief Clerk

ADDRESS ALL COMMUNICAT
SUPERINTENDENT OF LIGH
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
AUG 12 1924
THIRD DISTRICT

P.O.

Orient Point Light
(Station, Depot, or Vessel)

Aug 9 th., 1924

Superintendent of Lighthouses
Tompkinsville, Staten Island, N.Y.

Sir:—

Leave granted.

Leave was granted is shown on form 76 time that was taken to attend Elan P. Littlefield funeral which was on August 8th 1924.

Respectfully yours.
Walter A. Littlefield
1 Asst. Keeper

thru Keeper

M. J. Fuitos Jr.
Keeper.

ADDRESS ALL COMMUNICA[redacted]
SUPERINTENDENT OF LIGH[redacted]S
STATEN ISLAND, N. [redacted]

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
AUG 8 1924
TOMPKINSVILLE, N.Y.
RECEIVED
75

THIRD DISTRICT

Orient Point Light
(Station, Depot, or Vessel)

Aug 7th, 1924

Superintendent of Lighthouses
Staten Island. N.Y.

Sir:

Leave & extension.

1. The physician stated that my father had but a few days longer to live, that he was in a critical condition. I could not state at the time of your telegram how long he would be in this condition.
2. It was expected that Keeper Freitas had made all explanation and had sent form seventy six.
3. It will be noted that my father died yesterday morning with cancer in throath August 6th 1924

Respectfully,

Wallace A Littlefield
1 Asst Keeper.

(75)

FWO-JHG

Manuel J. Freitas, Jr., Keeper,
Orient Point Light Station,
Orient Point, New York

August 7,1924

SUBJECT: Absence from duty of 1st Asst.Keeper Littlefield.
REFERENCE: Telegram from Littlefield dated Aug.6,1924.

1. In response to a telegram stating his father was dead the enclosed telegram was sent to 1st Asst.Keeper Littlefield. Upon Littlefield's return to duty you will direct him to make application for leave taken in this instance on Form 76 in the usual manner.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

Form 56

TELEGRAM

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

IDENTIFICATION CARD NO. 73

RECEIVER'S No.	TIME FILED	CHECK
		PAID. GOVERNMENT RATE Collect

OFFICIAL BUSINESS—EXEMPT FROM TAX

Staten Island N Y Aug 6 1924, 192
(Place and date)

SEND TO W A S Littlefield

Riverhead N Y

Sufficient leave granted to attend funeral Notify keeper

OCKENFELS

CHARGE: Supt, of Lighthouses, S.I
(Insert proper office)

APPROPRIATION FOR "GENERAL EXPENSES, LIGHTHOUSE SERVICE."

ATTEST: FOR AND IN THE ABSENCE OF THE SUPERINTENDENT
F. W. Ockenfels
(Name)
1st Asst. Superintendent of Lighthouses,
(Title)
Staten Island, N. Y.

11—4649

FWO-JHG

(15)

W. A. S. Littlefield, 1st Asst.Keeper, August 4,1924
Through the Keeper,
Orient Point Light Station,
Orient Point, New York

SUBJECT: Absence from station.
REFERENCE: Your telegram July 22, and telegram from this office same date.

1. Referring to your telegram of July 22nd requesting extension of leave, and telegram of same date from this office, as follows:- "Reasonable extension leave can be granted. Advise period desired": You are directed to submit Form 76, in duplicate by return mail covering the entire period of your absence from station, and also submit explanation as to why you failed to reply to telegram of July 22nd, and also why you failed to submit Form 76 to cover your absence from duty.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES AUG 8 1924 RECEIVED NY 78

REQUEST

Orient Point Light (Station.), July 31st, 1924

Lighthouse Inspector, 3rd District:

I respectfully request that I be granted Fourteen days of shore liberty or leave, from July 16th to July 31st, inclusive, 191 . I have had Forty days shore liberty or leave to date during this calendar year.

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

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

No substitute needed (Name.) (P. O. Address.)

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

Block Island (Street or R. D. Route.), Sandy Pt. (City.), R. I. (State.)

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

Walter L Littlefield
In absence Keeper in charge.

Walter A Littlefield (Applicant's signature.)

1 Asst Keeper (Title.)

AUTHORITY

Office of Inspector, 3rd District, Aug. 13, 1924, 191

The above application for shore liberty or leave is hereby approved for 15-1/4 days, from 9 A.M., July 16th to 2 P.M. July 31st, inclusive, 1924.

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

Leave approved with the understanding that excess leave taken in this instance = 7-1/4 days = be made up before any further leave is taken.

J. T. Yates
Inspector, Supt. 3rd Lighthouse District.

FINAL REPORT

Absence begun: At 2 00 P M. (State nearest hour.) July 16., 1924.

Returned to duty: At 2 00 P M. (State nearest hour.) July 31 1924.

Period of absence: ~~Fourteen~~ 15 1/4 days.

Period charged: ~~Fourteen~~ 15 1/4 days.

Certified correct and forwarded.

Walter L Littlefield
In absence Keeper in charge.

Walter A Littlefield (Applicant's signature.)

1 Asst Keeper (Title.)

11—882

CLASS OF SERVICE	SYMBOL
Telegram	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

If none of these three symbols appears after the check (number of words) this is a telegram. Otherwise its character is indicated by the symbol appearing after the check.

Form 1204

WESTERN UNION TELEGRAM

NEWCOMB CARLTON, PRESIDENT GEORGE W. E. ATKINS, FIRST VICE-PRESIDENT

CLASS OF SERVICE	SYMBOL
Telegram	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

If none of these three symbols appears after the check (number of words) this is a telegram. Otherwise its character is indicated by the symbol appearing after the check.

RECEIVED AT St. George, Staten Island, N.Y.

Rec. 10:30 A.M. 7/24/24

SUPERINTENDENT OF LIGHTHOUSES JUL 22 1924 RECEIVED TOMPKINSVILLE N.Y.

13N HF 17

BLOCK ISLAND RI 747A JULY 22 1924

SUPT OF LIGHTHOUSE

TOMPKINSVILLE SI NY

LEAVE EXPIRES JULY 24 CAN EXTENSION BE GRANTED BECAUSE OF FATHERS CRITICAL ILLNESS WIRE IMMEDIATE REPLY

Collect

W A S LITTLEFIELD

841A

Reasonable extension leave can be granted - advise period desired

Form 73a

REPORT OF TRANSFER OF APPOINTEE

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

FWO-JHG-

4390

9/5

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES. DISTRICT.

3rd

, 19

THE COMMISSIONER OF LIGHTHOUSES: Staten Island,N.Y., May 24,1924

The following-named employee will be transferred as indicated, and will enter upon duty at his new station on May 26,1924

Name, Walter A.S.Littlefield

Position, Keeper

From Romer Shoal Lt.Sta.,N.Y.

To Orient Point Lt.Sta.,N.Y.

Previous incumbent, John Wallwork

Services terminated, May 23,1924

Reason, Drowned

Letter from Mr.Littlefield requesting this transfer attached hereto.

J. T. Yates

Staten Island,N.Y., May 28,1924 , 19

The above-referred-to transfer became effective beginning with May 26,1924

11—4598

BUREAU OF LIGHTHOUSES

WASHINGTON

Submitted to the Secretary of Commerce for his information.

VC 6/1/24

Acting Commissioner of Lighthouses.

Form 73a

REPORT OF TRANSFER OF APPOINTEE

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES. DISTRICT. 3rd

, 19

THE COMMISSIONER OF LIGHTHOUSES: Staten Island,N.Y., May 24,1924

The following-named employee will be transferred as indicated, and will enter upon duty at his new station on May 26,1924

Name, Walter A.S.Littlefield Position, Keeper

From Romer Shoal Lt.Sta.,N.Y. To Orient Point Lt.Sta.,N.Y.

Previous incumbent, John Wallwork

Services terminated, May 25,1924 Reason, Drowned

Letter from Mr.Littlefield requesting this transfer attached hereto.

J. T. Yates

, 19

The above-referred-to transfer became effective beginning with .....

.....

11—4598

BUREAU OF LIGHTHOUSES

WASHINGTON

Submitted to the Secretary of Commerce for his information.

Acting Commissioner of Lighthouses.

FWC-JHG

Walter A.S.Littlefield, 1st Asst.Keeper, May 24,1924
(Through the Keeper)
Romer Shoal Light Station,
Staten Island,N.Y.

SUBJECT: Transfer to Orient Point Lt.Sta.
REFERENCE: Your letter dated April 23,1924.

1. Referring to your letter dated May 23,1924 stating you were willing to accept transfer to the position of 1st Assistant Keeper of Orient Point Light Station; you are advised you have been selected for this position, and in accordance therewith are directed to report for duty at that station on Monday, May 26,1924. Transportation charges will be at your own expense. Show this letter to the Keeper, which will be his authority for assigning you to duty. The name and address of the keeper is Manuel J.Freitas,Jr., Orient Point, Long Island,N.Y.

J. T. YATES
Superintendent

By: W. J. Lawton,
Chief Clerk

- -

1. Copy forwarded for his information, to the Keeper of Romer Shoal Lt.Sta., Report to this office promptly by letter the date on which Littlefield leaves Romer Shoal Lt.Sta.

J.T.YATES
Superintendent

By: W. J. Lawton,
Chief Clerk

- -

1. Copy forwarded, for his information, to the keeper of Orient Point Lt.Sta. Report to this office promptly by letter the date on which Littlefield reports for duty at Orient Point.

J.T.YATES
Superintendent

By: W. J. Lawton,
Chief Clerk

C O P Y

Romer Shoals Lt.

May 23,1924

Superintendent of Lighthouses

Sir:

I would accept the position as 1st Asst Keeper of Orient Point Light Station.

(Sgd.) Walter A.S.Littlefield

5/24/24

Sir.,

I went to Pomeroy Shoals to day and returned. on way to the other Station on the 4— oclock train to morrow 5/26/24

Respectfully Yours

Walter A Littlefield

Asst Keeper

STATEN ISLAND
MAY
10 30 M
19?

ST. GEORGE
STATION

THIS SIDE OF CARD IS FOR ADDRESS

Mr F. H. Ockenfels
Light house Depot
Staten Island,
N.Y.

FWO-JHG

Luke Murray, Keeper,
Romer Shoal Light Station,
Staten Island, N. Y.

May 28,1924

SUBJECT: Transfer of 1st Asst.Keeper Littlefield.

1. You are advised that Walter A.S.Littlefield, 1st Asst. Keeper of Romer Shoal Light Station has been transferred to the position of 1st Asst.Keeper of Orient Point Light Station. His last day of service at Romer Shoal was May 25,1924.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
JUN 2 1924
RECEIVED
TOMPKINSVILLE, N.Y.

Per

THIRD DISTRICT

Romer Shoals Lt. Sta.
(Station, Depot, or Vessel)

May, 1924

Superintendent of Lighthouses

Sir,-

Asst. Walter Littlefield left Sta. May 23. at 11 AM on leave of absence. Returned Sunday 25 and got all his belongings saying he had got a transfer and I have not seen him since.

Jake Murray
Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

THIRD DISTRICT

SUPERINTENDENT OF LIGHTHOUSES
APR 14 1924
TOMPKINSVILLE, N.Y.

(73)

5171

750

Transferred to Orient Point

Per

Ronner Shoals Lt
(Station, Depot, or Vessel)

April 12, 1924

Superintendent of Lighthouses
Tompkinsville N.Y.

Sir-

In the event of a vacancy occurs at any of the falling stations I request to be considered for the station as Keeper or 1 Asst Keeper

X Block Island Bkw. Lt R.I.
X Block Island North Lt R.I.
XX Block Island South East R.I.
X Castle Hill R.I.
XX Execution Rocks L.I.
XX Nevesink. N.J.
X New Dorp Bcn. N.Y.
X New Port Harbor R.I.
XX Point Judith R.I.
X Ronner Shoals N.Y.
X Staten Island N.Y.
X Tarrytown N.Y.

Walter as Littlefield 1 ast Keeper
through Lake Murray
Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
APR 14 1924
RECEIVED
N.Y.

25

THIRD DISTRICT

Romer Shoals Lt.
(Station, Depot, or Vessel)

April 12, 1924

Superintendent of Lighthouses
Tompkinsville N.Y.

Sir;-

In the event of a vacancy occurs at any of the folling stations I request to be considerd for the station as Keeper or Asst Keeper.

Block Is. Bkw Lts R.I.
Block Is. North RI
Block Is. South East RI
Castle Hill RI
Execution Rocks L.I.
Navesink, N.J.
New Drop Bal N.Y.
New Port Harbor RI
Point Judith RI
Romer Shoals N.Y.
Staten Island N.Y.
Tarrytown N.Y.

Walter as Littlefield 1 asst Keeper

through Luke Murray
Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
FEB 20 1924
TOMPKINSVILLE, N.Y.
RECEIVED

THIRD DISTRICT

Romer Shoals St.
(Station, Depot, or Vessel)

Feb 15th, 1924

Superintend of Lighthouses
Tompkinsville N.Y.

Sir:

It is requested that in an event of an XXvacancy occurs at Execution Rocks Light Sta. that I may be considered for that Station as Keeper 1 asst. or 2nd asst.

Walter A. Littlefield 1st Asst Keeper

Through Luke Murray
Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
FEB 20 1924
RECEIVED
TOMPKINSVILLE N.Y.

THIRD DISTRICT

Romer Shoals St.
(Station, Depot, or Vessel)

Feb. 15th, 1924

Superintendent of Lighthouses
Tompkinsville, N.Y.

Sir:—

It is requested that in an event of an vacancy occurs at Execution Rocks Light Sta. that I may be considered for that Station as Keeper 1 Asst. or 2nd Asst.

Walter A. Littlefield 1 Asst Keeper

through Luke Murray
Keeper

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FEO-JHS

3194

75

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Third DISTRICT.

Staten Island, N.Y. (City.) Jan. 24, 1924 (Date.) 19

COMMISSIONER OF LIGHTHOUSES:

Action recommended, promotion.

Name, Walter A.S.Littlefield

Position, Keeper

Location, Romer Shoal Lt.Sta.,N.Y.

Effective Feb. 1,1924

Legal residence, Rhode Island

Salary, $840.00 p.a.

Appropriation, Salaries, Lighthouse Keepers

(1the actual date of entrance on duty, or
(as soon thereafter as he enters on duty.

Former position, Keeper

Former salary, $780.00 p.a.

Location, Romer Shoal Lt.Sta.,N.Y.

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

Previous incumbent, Lewis J. Hurd

Services terminated, Dec. 26,1923

Reason, Died (Drowned)

Members of family in Government Service,

Date of birth,

Remarks:

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

J. T. Yates

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

VC PS. 1/26/24

Mess

1 Strike out the clause which does not apply.

11—2314

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FWO-JHS

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Third DISTRICT,

Staten Island, N.Y. (City.) Jan. 24, 1924 (Date.), 19

COMMISSIONER OF LIGHTHOUSES:

Action recommended, promotion.

Name, Walter A.S.Littlefield

Legal residence, Rhode Island

Position, Keeper

Salary $840.00 p.a.

Location, Romer Shoal Lt.Sta.,N.Y.

Appropriation, Salaries, Light-house Keepers

Effective Feb. 1,1924

{[1]the actual date of entrance on duty, or
{as soon thereafter as he enters on duty.

Former position, Keeper

Former salary, $780.00 p.a.

Location, Romer Shoal Lt.Sta.,N.Y.

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

Previous incumbent, Lewis J. Hurd

Services terminated, Dec. 26,1923

Reason, Died (Drowned)

Members of family in Government Service,

Date of birth,

Remarks:

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

J. T. Yates

Secretary, *Civil Service District.*

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

1/30/24

Mess

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

11—2314

FEC-JHC

Walter A.S.Littlefield, 1st Asst.Keeper, Jan. 30,1924
Through the Keeper,
Romer Shoal Light Station,
Staten Island, N. Y.

SUBJECT: Promotion.

1. Transmitted herewith is Department letter dated January 26th,1924 promoting you to the position of 1st Asst.Keeper of Romer Shoal Light Station, and in accordance therewith you are directed to enter on duty in that position on February 1,1924.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

Form A-21

LIGHTHOUSES
1924 JAN 28 PM 3 59

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 26, 1924.

Mr. Walter A. S. Littlefield,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $780 per annum to $840 per annum, effective February 1, 1924, or as soon thereafter as you enter on duty.

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—6874

C
G
Sd

(15)

FWO-JHB

Luke Murray, Keeper,
Romer Shoal Light Station,
Staten Island, N. Y.

Nov. 30, 1923

SUBJECT: Probation of Walter A.S. Littlefield.

1. The probationary period of employment of Walter A.S. Littlefield, 2nd Assistant Keeper at Romer Shoal Light Station, will expire on January 1, 1924. Advise this office by return mail if his services have been satisfactory, and whether or not, in your opinion, he is a suitable and competent man to receive a permanent appointment in his present position. If you do not consider him competent, state fully in what respects he is incompetent.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

THIRD DISTRICT

Romer Shoals St
(Station, Depot, or Vessel)

Dec 11th, 1923

Superintendent of Lighthouses
Tompkinsvill N.Y.

Sir:

Your letter of Nov. 30. 1923 as to Littlefield probation.

I have found the services of Littlefield satisfactory in all respects.

Respectfully Yours
Luke Murray
Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

JHG

1469

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

VC OS 10/18/23

SUPERINTENDENT of LIGHTHOUSES
AUG 10
1923
STATEN ISLAND, N.Y.

GENERAL DEPOT
OFFICE SUPERINTENDENT OF LIGHTHOUSES
3D DISTRICT, STATEN ISLAND, N.Y.

July 24,1923

Luke Murray.....Keeper,
Romer Shoal.....Lt. Sta.
Staten Island, N.Y.

1. Furnish the information called for below in regard to Assistant Keeper.....Walter A.S.Littlefield.....,and return this sheet to this office:-

2. Be careful to see that the information given is accurate.

Born in (Country or State)..Boston, Mass.....
Age..twenty-two.....
Height..5....feet..2½..inches.
Weight..130.....pounds.
Color of hair..Golden.....
Color of eyes..blue.....
Distinguishing marks.....None.....

J. T. YATES,
SUPERINTENDENT.

0-0-0-

FWO-JHC

Walter A. S. Littlefield, 2nd Asst.Keeper, Oct. 10,1928
Through the Keeper,
Romer Shoal Light Station,
Staten Island, N. Y.

SUBJECT: Physical examination.
REFERENCE: Form 206, dated Aug.16,1923.

1. Form 206, Record of your Physical Examination, is returned herewith, a copy of same having been made for the files of this office.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

JHG

3-105

GENERAL DEPOT
OFFICE OF INSPECTOR, 3D DISTRICT
TOMPKINSVILLE, N. Y.

Aug. 16,1923

Walter A.S.Littlefield, 2nd Asst.Keeper,
Through the Keeper,
Romer Shoal Light Station

Enclosed is Form 206 "Record of Physical Examination of Light-Keeper or Assistant Light Keeper", addressed to the United States Public Health Service, requesting that you be given a physical examination, for the purpose of determining whether or not you are entitled to medical relief without charge at hospitals and other stations of the Public Health Service, pursuant to the Act of Congress, approved August 28,1916. A copy of the provision contained in said Act is quoted in District Circular Letter No.187, dated May 21,1917.

Under the terms thereof it will be necessary for you to submit to said examination and be found physically qualified before you will be entitled to the benefits provided for by the Act of August 28,1916. As said benefits will be solely to your personal advantage it is to your interest to give this matter attention at the earliest opportunity.

After you have been given a physical examination by the medical officer designated on attached Form 206, said Form 206 will be returned to you by the medical officer. You will then send it to this office so that it may be recorded, after which it will be returned to you. The original copy of Form 206 will then be your property, and you are directed to preserve it and keep it in your possession for future reference.

The Assistant Keeper is to sign Form 206 where marked "A", and the keeper to sign where marked "B".

J. T. YATES

Superintendent

Form 206 File No. 8

RECORD OF PHYSICAL EXAMINATION OF LIGHT KEEPER OR ASSISTANT LIGHT KEEPER

IN CONNECTION WITH MEDICAL RELIEF BY THE PUBLIC HEALTH SERVICE

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

WJL-JHC

Office of Lighthouse Inspector, 3rd District,

Place, Staten Island, N. Y.

Date, Aug. 16, 1923, 191

To the Medical Officer in Charge,
U. S. Public Health Service,

Stapleton, N. Y.

Sir:

Please examine Walter A.S.Littlefield, 2nd Asst.Keeper, Romer Shoal Lt.Sta.

nativity, United States; age, 22; height, 5 feet, 8½ inches;

weight, 130 pounds; color of hair, golden; color of eyes, blue

distinguishing marks, None

as to eyesight, hearing, and physical condition.

When the examination has been completed the findings should be recorded on this blank and the blank returned to the applicant.

Respectfully,

J. T. Yates

Supt.3d L.H.District *Lighthouse Inspector.*

(Signature of applicant:) Walter A. S. Littlefield

(To be signed in the presence of the officer issuing this blank or witnessed by a designated employee of the Lighthouse Service.)

Witnessed by Luke Murray Keeper, Romer Shoal Lt.Sta.

U. S. PUBLIC HEALTH SERVICE

Place, New York, N. Y.

Date, Sept. 24, 1923, 191

To Lighthouse Inspector,

Sir: This certifies that I have this day examined the eyesight, hearing, and physical condition of Walter A.S.Littlefield, and find him physically {disqualified / qualified*.} in accordance with rules approved by the Secretary of the Treasury and the Secretary of Commerce, respecting the treatment by the Public Health Service of light keepers and assistant light keepers of the Lighthouse Service pursuant to the Act of Congress approved August 28, 1916.

He is disqualified for the reasons shown on page 3.

John J. O'Conner

A.Assistant *Surgeon, U. S. Public Health Service.*

* If qualified, strike out the word "disqualified" and the paragraph following.

11—5999

REPORT OF PHYSICAL EXAMINATION

U. S. PUBLIC HEALTH SERVICE

PLACE, New York, N. Y.

DATE, Sept. 24, 1923, 191

Name of applicant, Walter A.S. Littlefield

Eyes: Color, Blue; exophthalmus, No

chronic inflammation, reg.; other anbormality, None

Eyelids: Ptosis, reg.; condition of conjunctiva on eversion, negative

other conditions, Negative

Eyesight:

Vision of right eye, without glasses, 20/20; with glasses, ---

Vision of left eye, without glasses, 20/20; with glasses, ---

Is applicant partially or wholly color-blind? No

If color-blind, state which color he confuses None

Were candidate's eyes tested with lantern, woolen skeins, or both? Woolen skeins

Ears:

Abnormalities, None; shape, Normal

Position, Normal; condition of drums negative

Evidence of mastoid disease, None

Hearing: (When testing hearing, the eyes and the opposite ear must be closed.)

Distance conversational speech can be heard: Right ear, 30 feet; left ear, 30 feet.

Distance whispered speech can be heard: Right ear, 15 feet; left ear, 15 feet.

Lungs: Negative

Heart: Negative

Defects noted which, in the opinion of the medical examiner, will not materially interfere with the discharge of the duties of light keeper or assistant light keeper:

11—5909

Reasons for certification of disqualification: _____

SEAL

U.S.P.H.S.

PLACE FOR SEAL OF THE U. S. PUBLIC HEALTH SERVICE.

(Signature of applicant:) Walter A. S. Littlefield

(To be signed in the presence of the medical examiner.)

11—3999

FWO-JHG

(15)

W.A.S.Littlefield, 2nd Asst.Keeper, July 9,192
Through the Keeper,
Romer Shoal Light Station,
Staten Island, N. Y.

SUBJECT: Personal Question Sheet, etc.
REFERENCE: Letter from this office June 22,1923.

1. You are dirrcted to execute and forward to this office by return mail, the Personal Question Sheet (in duplicate), and Form 134b, sent to you with letter from this office dated June 22,1923.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

75



THIRD DISTRICT

Romer Shoales St
(Station, Depot, or Vessel)

July 6th, 1923

Superintendent of Lighthouses
Tompkinsville Staton Is. N.Y.

Sir.

W. Littlefield reported at Romer Shoales St. for duty at 10:15 July 2nd 1923.

Luke Murray
Keeper

EOD July 2-1923

Entd PS 7/5/23

FWO-JHG

(45)

Walter A. S. Littlefield,
Block Island,
Rhode Island.

June 22,1923

SUBJECT: Position of 2nd Asst.Keeper of Romer Shoal Lt.Sta.
REFERENCE: Letter from this office June 15th.

1. Transmitted herewith is Department letter dated June 20,1923, appointing you to the position of 2nd Assistant Keeper of Romer Shoal Lt. Sta., and in accordance therewith you are hereby directed to report at this Depot, prepared to enter on duty, before 7:00 A.M. on Monday, July 2nd,1923. One of the Lighthouse tenders will take you from this Depot to Romer Shoal Light Station. Transportation charges will be at your own expense. Show this letter to the Keeper, which will be his authority for assigning you to duty. The keeper's name and address is Luke Murray, Staten Island, N. Y. Please acknowledge receipt of this letter.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

1. Copy forwarded for his information, to the keeper of Romer Shoal Light Station. Report to this office promptly by letter the date on which Littlefield reports for duty.

J. T. YATES
Superintendent

By: W. J. Lawton,
Chief Clerk

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

(15)

June 20, 1923.

Mr. Walter A. S. Littlefield,

LIGHTHOUSES

Through the Commissioner of Lighthouses.

1923 JUN 21 AM 8 16

Sir:

You have been appointed, subject to taking the oath of office and to a probationary period of not to exceed six months as provided by paragraph (c) of section 1 of civil-service rule VII, Keeper in the Lighthouse Service at a salary of Seven Hundred and Eighty dollars per annum, effective on the date on which you enter upon duty in the above-mentioned position.

By selection from certificate of eligibles (No.) issued by the Assistant Secretary, Second Civil Service District.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER.

3rd & 8

Acting Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Matthew H. Rhodes.

Legal Residence: Rhode Island.

(See reverse side.)

11—5980

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FWS-JHB

73

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Staten Island, N. Y., June 15, 1923, 19
(City.) (Date.)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, (Thr. Sec'y 2nd C. S. Dist.) Probationary appointment.

Name, Walter A.S.Littlefield

Legal residence, Rhode Island

Position, Keeper

Salary, $780.00 p.a.

Location, Romer Shoal Lt.Sta.,N.Y.

Appropriation, Salaries, Keepers of Lightheuses

Effective July 1,1923 { the actual date of entrance on duty, or as soon thereafter as he enters on duty.

Former position,

Former salary,

Location,

Rank on eligible list, 3 Rating, Keeper Percentage, 80.0 , Other eligibles considered:

Edw. J. Dunn.....PE. Elwood J. Downey.....C. Julius H.Bishop.....C.
Leonard H.Dodine....PE.

Previous incumbent, Matthew H. Rhodes Services terminated, June 30,1923

Reason, Resigned

Members of family in Government Service, None.

Date of birth, Sept.12,1901

Remarks: There are no quarters for families of keepers at this station. No employee of District desired transfer to this position. Nos.1 and 2 on eligible list will accept appointment only at certain specified stations.

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

J. T. Yates

Secretary, *Civil Service District.*

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

6/29/23

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

11—2314

Form 73

NOMINATION

FWO-JHS

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Staten Island, N. Y., (City.) June 15, 1923 (Date.) 19

COMMISSIONER OF LIGHTHOUSES:

Action recommended, (Thr. Sec'y 2nd C. S. Dist.) Probationary appointment.

Name, Walter A.S.Littlefield

Legal residence, Rhode Island

Position, Keeper

Salary, $780.00 p.a.

Location, Romer Shoal Lt.Sta.,N.Y.

Appropriation, Salaries, Keepers of Lighthouses

Effective July 1,1923 { the actual date of entrance on duty, or as soon thereafter as he enters on duty.

Former position,

Former salary,

Location,

Rank on eligible list, 3 Rating, Keeper Percentage, 80.0 , Other eligibles considered:

Edw. J. Dunn.....FE. Elwood J. Downey.....C. Julius H.Bishop.....C.
Leonard H.Bodine....FE.

Previous incumbent, Matthew H. Rhodes Services terminated, June 30,1923

Reason, Resigned

Members of family in Government Service, None.

Date of birth, Sept.12,1901

Remarks: There are no quarters for families of keepers at this station. No employee of District desired transfer to this position. Nos.1 and 2 on eligible list will accept appointment only at certain specified stations.

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

J. T. Yates

Secretary, *Civil Service District.*

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

---

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

11—2314

FWO-JHG

(75)

Walter A.S.Littlefield,
Block Island,
Rhode Island.

June 15,1923

SUBJECT: Position of 2nd Asst.Keeper, Romer Shoal Lt.Sta.
REFERENCE: Your letter June 8,1923.

1. Referring to your letter dated June 8,1923 stating you were willing to accept the position of 2nd Asst.Keeper of Romer Shoal Light Station; you are advised you have to-day been nominated for appointment to this position, and in accordance therewith are directed to hold yourself in readiness to report for duty as soon as definite orders are sent you. Should you be appointed to this position your services will probably be required about July 1,1923.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

Form 201
DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

JHO

W. A. Littlefield

LETTER TO ELIGIBLES

It is important that this letter be answered promptly

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DIST.,

Staten Island, N. Y., June 6, 1923 19

1333

SIR: You are hereby informed that you are being considered for the position of 2nd Asst. Keeper of
(State position, location, and whether station is ashore or afloat.)
Romer Shoal Lt. Sta., located off shore in New York Lower Bay

Total Compensation: $ 1182.00 per annum (which includes: Salary, $ 780.00 per annum; bonus, $ 240.00 per annum; and subsistence, 45 cents per day.)

Longevity Pay: In addition to the above keepers receive $ 60.00 per annum, after 5 years of continuous service, as longevity pay.

Quarters and Fuel: Quarters are provided for the 3 keepers at this station, but not for families of keepers. Family quarters can probably be rented on Staten Island.
(State whether or not quarters and fuel are provided by the Government for the family of keepers at this station, and if quarters can be rented by appointee in the vicinity.)

Furniture: Necessary furniture will be supplied by the Government,
(State articles of furniture to be furnished by the Government.)

Promotion: Appointees will be considered for promotion to higher positions as vacancies occur.

Shore Liberty: Not exceeding 96 days per annum may be granted to employees at this station.

This inquiry should **not be considered as an offer** of the position, as other eligibles are also being considered for the same position, any one of whom may be selected, although all may indicate willingness to accept this position.

No furniture or quarters for families are provided, except as stated above. Any additional articles of furniture required, and necessary provisions, must be provided by employees.

Read carefully the Instructions to Eligibles on the other side before returning this letter.

You will, therefore, please advise this office in this connection by answering the questions below and returning this communication at the earliest date practicable.

Respectfully,

J. T. YATES

The following questions should be filled in by applicant:

Are you willing to accept this position if it is offered you?.....

If selected, I can report for duty in.....days from to-day.

Do you wish your name restored to the register at this time?.....

Are you willing to accept the next appointment offered?.....

Do you wish your name restored to the register at some future time? If so, give date.

.....

Are any members of your family, or relatives (either blood or by marriage), in the service of the United States Government? Answer "Yes" or "No."..... If yes, state how many .....; and fill in the following blanks.

Similar letter to E. J. Dunn, E. J. Downey, J. H. Bishop, L. H Bodine, W Littlefield, W. Prebor, E. W Valenzuela

Name.	Post-office address.	Where employed.	Relationship.	Married or single.
		Position		
		Department or office		
	— A —	Position		
	— A —	Department or office		

(If you have more than two relatives in the Government service, give same information as to them on a separate sheet of paper.)

If not willing to accept this position, state your reasons below:

.....

.....

(Signature).....

Date..... (Post-office address).....

11—749

Form 201
DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

JHO

LETTER TO ELIGIBLES

It is important that this letter be answered promptly

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DIST.,

15

W.A.S. Littlefield
OK 1923 8th May
W.A.S.L.

Staten Island, N. Y., June 6, 1923 . 19

SIR: You are hereby informed that you are being considered for the position of 2nd Asst. Keeper
(State position, location, and whether station is ashore or afloat.)
of Romer Shoal Light Station, located off shore in New York Lower Bay.

SUPERINTENDENT OF LIGHTHOUSES 3RD DIST. RECEIVED JUN 8 1923 NEW YORK N.Y.

Total Compensation: $ 1182.00 per annum (which includes: Salary, $ 780.00 per annum; bonus, $ 240.00 per annum; and subsistence, 45 cents per day.)

Longevity Pay: In addition to the above keepers receive $ 60.00 per annum, after 5 years of continuous service, as longevity pay.

Quarters and Fuel: Quarters are provided for the three keepers at this station, but not for families of keepers. Family quarters can probably be rented on Staten Island.
(State whether or not quarters are provided by the Government for the families of keepers at this station, or if quarters can be rented by appointee in the vicinity.)

Furniture: Necessary furniture will be supplied by the Government.
(State articles of furniture to be furnished by the Government.)

Promotion: Appointees will be considered for promotion to higher positions as vacancies occur.

Shore Liberty: Not exceeding 96 days per annum may be granted to employees at this station.

This inquiry should **not be considered as an offer** of the position, as other eligibles are also being considered for the same position, any one of whom may be selected, although all may indicate willingness to accept this position.

No furniture or quarters for families are provided, except as stated above. Any additional articles of furniture required, and necessary provisions, must be provided by employees.

Read carefully the Instructions to Eligibles on the other side before returning this letter.

You will, therefore, please advise this office in this connection by answering the questions below and returning this communication at the earliest date practicable.

Respectfully,

J. T. YATES

The following questions should be filled in by applicant:

Are you willing to accept this position if it is offered you? Yes

If selected, I can report for duty in Few days from to-day.

Do you wish your name restored to the register at this time? Yes

Are you willing to accept the next appointment offered? I would after I had considered it

Do you wish your name restored to the register at some future time? If so, give date.

(Yes) Iam at the present at the Sandy Point Coast Guard Station

Are any members of your family, or relatives (either blood or by marriage), in the service of the United States Government? Answer "Yes" or "No." (Yes) If yes, state how many (2); and fill in the following blanks.

Name.	Post-office address.	Where employed.	Relationship.	Married or single.
	Block Island R.I.	Position. Retired Keeper Department or office.	Father	Married
E.P.Littlefield	Portsmouth	Position. Asst. Supt. of		
O.A.Littlefield	N.H.	Department or office. U.S. Coast Guard First Dist.	Cousin	Married

(If you have more than two relatives in the Government service, give same information as to them on a separate sheet of paper.)

If not willing to accept this position, state your reasons below:

June

(Signature) Walter A.S. Littlefield

Date May 8th 1923

(Post-office address) Block Island R.I.

11—749

NO 1 WASL

May 23rd.1923
Block Island R.I.



75

Superintendent of Lighthouses

Staten Island, N.Y.

Sir,

Your letter of May 21 st.

I will accept the assignment to Staten Island Light Station as additional keeper for temporary assignment.

Respectfully Yours,

Walter A Littlefield

Form 201
DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

W. A. S. Littlefield

LETTER TO ELIGIBLES

JHG

It is important that this letter be answered promptly

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DIST.,

W. A. S. Littlefield (75)

Staten Island, N. Y., May 22, 1923. 19

SIR: You are hereby informed that you are being considered for the position of **2nd Asst. Keeper of New Haven Light Station, located off shore in New Haven Harbor, Conn.**
(State position, location, and whether station is ashore or afloat.)

SUPERINTENDENT OF LIGHTHOUSES MAY 29 1923 RECEIVED NY

Total Compensation: $ **1182.00** per annum (which includes: Salary, $ **780.00** per annum; bonus, $ **240.00** per annum; and subsistence, **45** cents per day.)

Longevity Pay: In addition to the above keepers receive $ **60.00** per annum, after **5** years of continuous service, as longevity pay.

Quarters and Fuel: **Quarters are provided for the 3 keepers at this station, but not for families of keepers. Family quarters can probably be rented in New Haven.**
(State whether or not quarters and fuel are provided for Government employees of this class; if quarters are provided, state whether they can be rented by appointee in the vicinity.)

Furniture: **Necessary furniture will be supplied by the Government.**
(State articles of furniture to be furnished by the Government.)

Promotion: Appointees will be considered for promotion to higher positions as vacancies occur.

Shore Liberty: Not exceeding **96** days per annum may be granted to employees at this station.

This inquiry should **not be considered as an offer** of the position, as other eligibles are also being considered for the same position, any one of whom may be selected, although all may indicate willingness to accept this position.

No furniture or quarters for families are provided, except as stated above. Any additional articles of furniture required, and necessary provisions, must be provided by employees.

Read carefully the Instructions to Eligibles on the other side before returning this letter.

You will, therefore, please advise this office in this connection by answering the questions below and returning this communication at the earliest date practicable.

Respectfully,

J. T. YATES

The following questions should be filled in by applicant:

Are you willing to accept this position if it is offered you? Yes (IF) not sent to Staten Lt.

If selected, I can report for duty in Few days from to-day.

Do you wish your name restored to the register at this time?

Are you willing to accept the next appointment offered? I do not know yet

Do you wish your name restored to the register at some future time? If so, give date.

Are any members of your family, or relatives (either blood or by marriage), in the service of the United States Government? Answer "Yes" or "No." Yes If yes, state how many 2; and fill in the following blanks.

Name.	Post-office address.	Where employed.	Relationship.	Married or single.
E.P.Littlefield	Block Island R.I.	Position Keeper; Department or office B.I.No.Lt.	Father	Married
O.A.Littlefield	Portsmouth N.H.	Position Asst. Supt. of Coast Guard; Department or office U.S. First Dist.	Cousin	;

(If you have more than two relatives in the Government service, give same information as to them on a separate sheet of paper.)

If not willing to accept this position, state your reasons below:

I have been offered STaten Island Light Station
If Iam sent to that station this will be avoided

(Signature) Walter A.S. Littlefield

Date May 25th 1923 (Post-office address) Block Island R.I.

11—749

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

75 LIGHTHOUSES 1925 FEB 7 PM 2 40

January 31, 1925.

Mr. Walter A. S. Littlefield,
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: $1380.

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

EK

3d