'26 FEB 23 AM 8:58:41

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

Date: 02/13/2026

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
Matthews, Robert, H.		1873 VA

MILITARY SERVICE

Branch of Service:
- ☐ Air Force
- ☐ Army Air Corps
- ☐ Army Air Force
- ☐ Army
- ☐ Marine Corps
- ☐ Navy
- ☐ Coast Guard
- ☐ Unknown

Type of Rank:
- ☐ Enlisted
- ☐ Officer
- ☐ Unknown

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

Date & Place of Death: 1967 VA

State of Residence (upon entry into service):

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

Researcher Signature: Andrew Burns

CIVILIAN SERVICE

(Agency & Location)		
Lighthouse Service (VA) 5th	From: 1918	To: 1941
(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-00070497S6

CMRS Search Request Number(s): Civilian

Attendant Signature:

Remarks: Archival search 2/26

'26 MAR 5 AM10:05:02

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:

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

REQUEST FOR OFFICIAL PERSONNEL FOLDER
(SEPARATED EMPLOYEE)

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

1. DATE OF REQUEST: 11 August 1960

SECTION I—TO BE COMPLETED BY REQUESTING OFFICE

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

2. NAME (*Last, first, middle*)	3. NAME UNDER WHICH FORMERLY EMPLOYED FEDERALLY (*If other than item 2*)	4. DATE OF BIRTH
MATTHEWS, Robert H.		10-14-1873

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

Lighthouse Service
Norfolk, Virginia
Retired 3-1-41

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

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

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

7. REMARKS

This Official Personnel Folder was sent from the National Archives, Washington, D. C., Record Group 26 or 56 (Two Folders, Department of Commerce or Treasury and Bureau of Lighthouses)

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

8.

- [ ] a. CONSOLIDATE ATTACHED PAPERS WITH FOLDER PREVIOUSLY FORWARDED
- [X] b. FOLDER ENCLOSED 8-16-60
- [ ] c. FOLDER NOT LOCATED
- [ ] d. FLAGGED, FOLDER TO BE FORWARDED WHEN LOCATED
- [ ] e. FOLDER PREVIOUSLY REQUESTED IS ENCLOSED
- [ ] f. FOLDER FORWARDED ON A LOAN BASIS IN LIEU OF INFORMATION REQUESTED. IF EMPLOYEE IS REHIRED, FOLDER SHOULD BE RETAINED BY YOUR AGENCY

9. REMARKS

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

TO:

ADDRESS: Chief, Civilian Personnel Division
U. S. Coast Guard
1300 E Street N. W.

ATTN: Washington 25, D. C.

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

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

ROBERT H.

MATTHEWS

ROBERT H.

Out

OUT FILES

ROBERT H.

MATTHEWS

ROBERT H.

Retired, Disa-2-28-41

OUT FILES

RECM

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FOURTH DISTRICT
APR 16 1918
Received

OFFICE OF LIGHTHOUSE INSPECTOR, 5th DISTRICT,

Baltimore, Md., April 13, 1918
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

(Thru the Secretary, Fourth Civil Service District)
Action recommended, Probationary appointment

LIGHT
APR 26 1918
HOUSES

Name, Robert H. Matthews — Legal residence, Md.

Position, Assistant Keeper — Salary, $480. per an. (base)

Location, Deep-Water Shoals L.S., Va. — Appropriation, Salaries, Keepers of Lighthouses. APR 26 1918 11 39 AM

Effective May 1, 1918 — ~~Hydrog. Engr. Cons. Mar. Engr. Personnel Accounts. Contracts Chf. Clk. Dep. Commr. Commr.~~ or as soon thereafter as he enters on duty.

Former position, None — Former salary,

Location,

Rank on eligible list, 1 — Rating, Asst. Kpr. — Percentage, 90.8 — Other eligibles considered:
E.Midgett,FR. His name will be dropped from register if no reply by close of Apl.22
C.Finck,FR do.
C.R.Payton FR do. (See under REMARKS)
Previous incumbent, Thomas J. Crapper — Services terminated with close of Apl. 30, 1918

Reason, Resignation

Members of family in Government Service, None

Remarks: B.T.Curtis FR His name will be dropped from register if no reply by Apl.22
E.F.Payne FR do.
L.E.Bozman C
A.T.Howeth C
Quarters not allowed to the family of an asst. kpr., this station.

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

L. W. Fisher — FOURTH
Secretary, Civil Service District.

H. D. King
Lighthouse Inspector.

BUREAU OF LIGHTHOUSES
WASHINGTON

APR 29 1918

Submitted to the Secretary of Commerce, approved.

Acting Commissioner

1 Strike out the clause which does not apply.

11—2314

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT MAY 2 1918 HOUSES

MAY 2 1918 2 47 PM

May 1, 1918.

Mr. Robert H. Matthews,

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, Assistant Keeper in the Lighthouse Service at a salary of Four 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 local Civil Service Board for the Fifth Lighthouse District.

By direction of the Secretary:

Respectfully,

N
C

Acting Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Thomas J. Crapper.

Legal Residence: Maryland.

(See reverse side.)

11—5980

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
BALTIMORE, MD.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Supvr.
Engr. C
Mar. Engr.
~~Personnel~~
Accounts.
Contracts
Chf. Clk.
~~Dep. Comm'r.~~
Comm'r.

LIGHT
AUG 31 1918
HOUSES

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
OFFICE OF INSPECTOR, 5TH DISTRICT
AUG 31 1918 8 49 AM
BALTIMORE MD

MEM

9/18 Commended
Copy sent Dept commerce 9/31/18.
Copy sent Dept commerce 10 Aug 31
2 copies Sent
Coast Pilot Bull
5th Supt

August 30, 1918.

LIGHT
SEP 12 1918
HOUSES

Commissioner of Lighthouses, Washington, D.C.

Subject: Letter of commendation to Asst. Keeper Deep Water Shoal Lt. Sta.

On August 7, 1918 Mr. R. H. Matthews, Assistant Keeper, Deep Water Shoal Light Station, Va. rescued from drowning four soldiers from Camp Eustis. They were out in a sail boat when a storm came up and they drifted near the Lighthouse. Their boat was about to be blown away from the Station when Mr. Matthews, after several unsuccessful attempts to pull them in shore by means of a board extended to them, succeeded in rescuing them and saving the boat. These men stayed at the Station until the next morning.

It is recommended that a letter of commendation be sent to Mr. Matthews for his act as stated above.

For and in the absence of the Superintendent.

F. P. Wilson

Asst. Supt.

McC.

LIGHT HOUSES SEP 12 1918

SEP 12 1918 9 39 AM

Sir:

Referring to report of the service rendered by you on August 7, 1918, in rescuing from drowning four soldiers from Camp Eustis, adrift in a sail boat near the Deep Water Shoals Light Station, Virginia, during a storm, and in saving the boat, the Department takes pleasure in commending you for the excellent service thus rendered, which will be noted on the records as part of your official history.

Respectfully,

E. F. SWEET

Acting Secretary.

Mr. R. H. Matthews,
Assistant Keeper, Deep Water Shoals Light Station, Va.
(Through Commissioner of Lighthouses)

Bureau of Lighthouses, Washington
Sept. 12, 1918.

To Lighthouse Inspector ..... Baltimore, Md. .....
for files of his office. ~~By direction of the Commissioner.~~

See your report of August 30, 1918.
~~See your report of~~
Attention is invited to the erroneous spelling of the name of the light station in your report of August 30th. (See Regulations, 1918, article 58, last paragraph.

LIGHTHOUSES---Bureau's files.

Be guided accordingly.

Acting Commissioner.

Exact copy as signed by E. F. SWEET

Mailed SEP 11 1918 by

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

Percentage of working time	
12	Hours on duty from 6 pm to 12 M. on watch keeper from 12 M to 6 am on watch from 6 to 8 breakfast from 8 to 10 cleaning and filling lamps from 10 to 12 M cleaning interior of house from 12 to 1 lunch from 1 to 5 cleaning paint and painting and doing all necessary work cleaning Stars pains soaling irons looking after boats and engines from 5 to sundown dinner from 12 M to 6 am on watch I have a beat 10 or 12 miles to go for mail

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

R T Matthews
(Signature of Employee)

Answer to Question 25, P.C.B.Form No.14

The duties of this employee are to share the watches with principal keeper in care of light and fog signal and the labor of keeping same in state of perfect cleanliness and efficiency, and in cleaning, painting and minor repairs of the entire station, which is a 2-story frame house on interbraced iron piles on a submarine foundation, surmounted by a glazed lantern in which is mounted a fresnel lens for display of light, which may be either a kerosene wick lamp or incandescent oil vapor light. The fog signal is a bell operated by clockwork machinery. Communication with shore is by motor launch. Each of two keepers is allowed 5 days ashore per month and during absence of principal keeper, the assistant is in full charge of station.

28. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief, the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $1440 to $1740

September 27, 1928 — H. D. King — Supt. of Lighthouses
(Date) (Signature of head of field office or station) (Title)

29. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $1380, to $1680

OCT -8 1928, 1928 — J. S. CONWAY — Acting Commissioner of Lighthouses
(Date) (Signature of head of bureau or his representative) (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1928 10—1856

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

Percentage of working time	
12	Hours on duty from 6 pm to 12 M. on watch keeper from 12 M to 6 am on watch from 6 to 8 breakfast from 8 to 10 cleaning and filling lamps from 10 to 12 N cleaning interior of house from 12 to 1 lunch from 1 to 5 cleaning paint and painting and doing all necessary work cleaning stairs paint soaling irons looping after boats and engines from 5 to sundown dinner from 12 M to 6 am on watch I have a boat 10 or 12 miles to go for mail

me after reading P. C. B. Form No. 15, and that it is a true statement of my duties.

P A Mateh...

May 1, 1913

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

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

September 27, 1928 — H. D. King — (Date) — (Signature of Preparing Officer) — (Title)

28. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief, the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked 1466 1750. In my judgment the compensation of this position should be in a range from $---------- to $----------

September 27, 1928 — H. D. King — (Date) — (Signature of head of field office or station) — Supt. of Lighthouses (Title)

29. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $ 1380, to $ 1680

OCT - 8 1928, 1928 — J. S. CONWAY — (Date) — (Signature of head of bureau or his representative) — Acting Commissioner of Lighthouses (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1925

10—1856

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

Bureau No. Lt. 939 Sheet No. 5(b)-143

Space reserved for the use of the Board

1. Matthews (Surname) Robert H. (Given name) (Initial)

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

Light Keeper

6. Pay roll title Assistant Keeper
7. Customary office title $1500-1600
8. Present administrative allocation 1440.
9. Present gross rate of pay $ None
10. Deduction for allowances $ 1440.
11. Net rate paid in cash $

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

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

14. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, state kind and annual cost Electric Light Energy (also) None

15. (a) Regular hours of work: From 8 a.m. to 5 p.m. (b) How many hours per week excluding unusual or irregular overtime work?
Summer Winter (c) If not a full time and all-the-year-round position, state number of hours per day;
number of days per { week / month / year } (d) If certain hours of availability for duty, outside of regular working hours, are required, state hours and type of such duty Subject to call at all times None

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

17. (a) Does the employee in any way direct or supervise other employees? (b) If so, in what way? (See Form 16 before answering)

(c) How many?

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

19. (a) Is the employee in any way directed, supervised, or instructed, or his work reviewed? Yes (b) If so, in what way? (See Form 16 before answering.) By Principal Keeper with whom is associated Assistant Keeper Edward Davis by example and supervised by direct personal contact of the Principal Keeper and by periodic inspections of stations by District Superintendent or his representative.

20. What is the name, official position, and sheet number of the employee's immediate superior? Edward Davis, Keeper S(b)143

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

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

Other education (describe):

22. What length and kind of experience or other training did the employee possess upon original entrance into this position which was most qualifying or pertinent?
Seaman on Vessels, Steamers and Launches boats

10—1856

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT.

Baltimore, Md. (City) March 2, (Date) 19 33

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and Promotion

Name, Robert H. Matthews

Position, Keeper

Location, Ragged Point Light Station, Md.

Effective, March 15, 1933

Legal residence, Virginia

Proposed salary, $1560.p.a.

Proposed range, $1560-1920.

Appropriation, Sal. L.H. Keepers

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

Former position, Asst. Keeper

Location, Windmill Point Light Station, Va.

Former salary, $1500.p.a.

Former range, $1380-1740.

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

(LT.#920)

Previous incumbent, Frank R. Lewis; ~~his pay~~ Services terminated, March 15, 1933, or E.O.D.

Reason, Form 73-a, being transferred to Stingray Point L.H., Va.

Members of family in Government service, Cousin

Date of birth, October 14, 1873.

Remarks:

auth'd 3.1.33

#616

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

L. M. HOPKINS

Secretary, Civil Service District.

Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

March 6, 1933

Submitted to the Secretary of Commerce, approved. Justification is hereto attached.

W. P. HARMAN

Acting Commissioner of Lighthouses

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

11—2314

Position No. _____

DEPARTMENT OF COMMERCE

Justification for Filling Vacancy under Authority of
the Act Approved June 30, 1932.

Robert H. Matthews
vice
Frank R Lewis

Bureau or Office: **Lighthouses, 5th District, Baltimore, Md.**

Position: **Keeper**

Compensation: **$1560 ($1560-1920) per annum**

Location: **Ragged Point Lightstation, Md.**

Appropriation: **Salaries, Lighthouse Keepers**

Date of Vacancy: **Transfer pending**

Justification: **This vacancy will result from the transfer of the present incumbent without increase in pay.**

The complement necessary for the operation of this station is two keepers, and the filling of this vacancy is necessary in order to maintain the complement at a minimum strength. This position requires the performance of duties directly concerned with the maintenance and/or operation of aids to navigation which must be either in actual operation or ready for immediate service at all times. In order that this service may continue without interruption, it is absolutely essential that the position be filled. The nonfilling of the position would interfere with the functioning of the aids and add to the hazards of navigation, thereby producing conditions endangering life and property.

It is proposed to fill this position by the transfer and promotion of another keeper, with increase in pay from $1500 to $1560 per annum, immediately upon receipt of authorization. The resulting vacancy will be filled by transfer or by selection from a register of eligibles.

Approved:

Acting Secretary of Commerce.

Recommended by:

W. P. HARMAN

(Head of Bureau or Office)

Acting Commissioner of Lighthouses

Form A-88

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHTHOUSES

1933 MAY - 18 - AM 10 : 06

May 12, 1933.

Mr. Robert H. Matthews,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective May 12, 1933, or entrance on duty (change of station).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

L. A. DELONG

Acting Chief of Appointment Division.

From: $1500 per annum.

To: $1560 per annum.

Service and grade: Field.

Appropriation (unit):

5th
A

MAY 18 1933

GOVERNMENT PRINTING OFFICE 11—9051

DEPARTMENT OF COMMERCE
Lighthouse Service

District Fifth

Date May 19, 1933.

CHANGE IN STATUS OF EMPLOYEES

Name R. H. Matthews,
Nature of Action Transfer & Promotion
Effective Date May 15, 1933.

	FROM	TO
Position	Asst. Keeper	Keeper
Pay	$1500.p.a.	$1560.p.a.
Station	Windmill Point Light Station, Va.	Ragged Point Light Station, Va.

Remarks:

This change was made under authority of Department Form A-38, dated May 13, 1933.

MAY 22 1933

Submitted to Secretary of Commerce for his information.

For and in the absence of the Superintendent,

For the Commissioner,

Signature. Chief Clerk.

Chief, Personnel Division

NOTE: This form is to be used for both appointed and unappointed employees but only in reporting changes in status, such as salary promotions, changes in designation, etc. Separations in any manner (such as by resignation, death, retirement, etc.) should not be reported on this form but in such cases a certified copy of district Form 2806 should be forwarded to the Bureau in accordance with the instructions in Bureau Circular Letter No. 309 , dated November 30, 1931 .

Form 73
Ed. April, 1929

HVS

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT.

Norfolk, Virginia (City) December 17 (Date) 1935 DEC 18 AM 8:39

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and Promotion

Name, Robert H. Matthews

Position, Keeper

Location, Great Wicomico River Light Sta. Va.

Effective, January 1, 1936

Legal residence, Maryland

Proposed salary, $1680.p.a. plus $60. p.a. for quarters

Proposed range, $1680-2040. p.a. plus $60. p.a. for quaters

Appropriation, Sal. Kprs. of LH

~~effective as of date of entrance on duty,~~ or as soon thereafter as he enters on duty.

Former position, Keeper

Location, Ragged Point Light Station, Md.

Former salary, $1560.p.a. plus $60. p.a. for quarters.

Former range, $1560-1920. p.a. plus $60. p.a. for quarters.

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

Previous incumbent, John R. Edwards (LT.#1203) Services terminated, About Dec. 31, 1935.

Reason, Transfer

Members of family in Government service, None

Date of birth, October 14, 1873

Remarks:

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

_____ *Secretary, Civil Service District.*

L. M. HOPKINS
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

DEC 18 1935

Submitted to the Secretary of Commerce, approved.

W. P. HARMAN
Acting Commissioner of Lighthouses

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

11—2314

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

December 23, 1935.

1936 JAN 4 AM 10 51

Mr. Robert H. Matthews,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective January 1, 1936, or entrance on duty (change of station).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER

Chief of Appointment Division.

From: $1560 per annum.

To: $1680 per annum.

Service and grade: Field.

Appropriation (unit):

C
5

JAN - 4 1936

GOVERNMENT PRINTING OFFICE 11—9051

DEPARTMENT OF COMMERCE
Bureau of Lighthouses
Washington

March 2, 1936

SUPT. OF LIGHTHOUSES MAR 3 1936 NORFOLK, VA.

Superintendent of Lighthouses: **Norfolk, Va.**

It is requested that the information indicated in the item checked below be furnished the Bureau promptly, with the return of the attached papers, if any.

NAME AND DESIGNATION **Robert H. Matthews -- kpr.Gr.Wicomico**

(1) Give date of entrance on duty, of transfer, or of resignation.
(2) Furnish personal history sheet.
(3) Furnish oath of office.
(4) Furnish civil service form 375 in triplicate.
(5) Submit form SS-66, showing last day served by temporary appointee.
(6) Furnish standard form 13 in quadruplicate (abstract of official record).
(7) Furnish documentary evidence of date of birth as prescribed in civil service form 2473, attached.
(8) Submit inclosed nominations through the District Civil Service Secretary,
(9) Furnish one copy certified form 2806.
(10) Miscellaneous.

Forward oath of office, or date of entrance on duty if oath not required. RETURN THIS FORM TO THE BUREAU IN DUPLICATE.

For the Commissioner:
R. J. CROSS
Chief of Personnel Division.

H-M

District **Fifth** Date **March 3, 1936.**

HVS

Returned to Commissioner of Lighthouses:

Robert H. Matthews entered on duty as Keeper of Great Wicomico Light Station effective March 1, 1936.

L. M. Hopkins
Superintendent of Lighthouses.

MAR - 4 1936

2931

Submitted to Secretary of Commerce for his information
For the Commissioner,
Chief, Personnel Division

U. S. COAST GUARD

REC'D MAY 3 1940

ADDRESS THE COMMANDANT, U. S. COAST GUARD AND REFER TO No. CP-75

HEADQUARTERS

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

WASHINGTON

Date 30 April, 1940

From: Commandant
To: Commander, Norfolk District.

It is requested that the information indicated in the items checked below be furnished Headquarters promptly, with the return of the attached papers, if any.

NAME AND DESIGNATION Robert H. Matthews

(1) Give date of entrance on duty, of transfer, or of resignation.
(2) Furnish personal history sheet in duplicate
(3) Furnish certified statement of unappointed service in duplicate.
(4) Furnish oath of office in duplicate.
(5) Furnish Civil Service Form 375 in triplicate.
(6) Submit Form SS-66 in duplicate, showing last day served by temporary appointee.
(7) Furnish standard Form 13 in quadruplicate (abstract of official record).
(8) Furnish documentary evidence of date of birth as prescribed in civil Service Form 2473, attached.
(9) Submit enclosed nominations through the District Civil Service Secretary.
XXX(10) Furnish one copy of certified Form 2806.

***Complete the attached form 6, Personal History Statement, and return to Headquarters promptly. The name of the State should be shown under items 3 and 4.

By direction,

C. H. Jones,
Chief Personnel Officer.

E-K

- - - - - - -

NORFOLK DISTRICT 1st Indorsement Norfolk, Va.
CP-75 2 May, 1940.

From: Commander, Norfolk District.
To: Commandant.

1. Personal History Statement of Robert H. Matthews has been completed and is forwarded herewith.

M. G. JORY,
By direction.

STANDARD FORM NO. 6
(Approved by the President 3/28/24)
Revised Dec. 5, 19[redacted]

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

Department or Establishment Light House or Coast Guard Date Sept. 15th 1939

1. Name in full (Mr., ~~Miss, or Mrs.~~) ~~Mr.~~ ~~Robert~~ Matthews (Surname) Robert (Given name) Harold (Middle name)
2. Present address ____ (Number) ____ Fleeton (Street) ____ (City) Va. (State)
3. Legal (voting) residence Va. - 1st - Northumberland (State and Congressional District) (County) (City or town)
4. Where born Matthews Co Va. Cobbs Creek (State or foreign country) (City or town) When born Oct. 14. 1872 (Month Day Year)
5. If foreign-born, state whether naturalized or alien ____
6. Indicate sex, marital condition, and race by check, thus: √ If Mrs., state other names under which previously employed.

SEX		MARITAL CONDITION				RACE. (If other, state which)	
Male √	Female	Single	Married √	Divorced	Widowed	White √	Colored

7. Number and ages of dependents domiciled with you One Daughter. age. 19.
8. A complete record of your past service for the United States Government other than military or naval:

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
				Month	Day	Year	Month	Day	Year
L. H. Department	Great Wicomico Light	Keeper	$140.00	May	1st	1918			

9. Are any members of your family, who are domiciled with you, in the U. S. Government service? If so, state below: No

NAME	POSITION AND DEPARTMENT OR OFFICE IN WHICH EMPLOYED	RELATIONSHIP
	Position Department or office	
	Position Department or office	
	Position Department or office	

10. Do you now hold any State or municipal office? If so, state below: No
(Title) (Location) (Date appointment expires)
11. Are you the wife of a disabled veteran or widow or orphan of a person who was in the military or naval service? No
(Wife, widow, or orphan) (Name of veteran) (Organization and last year of service)
12. Military and naval record. If any, check (√) to indicate branch and other information, and give dates of enlistment and discharge: No

None √	Army	Navy	Marine Corps	Coast Guard	War veteran	Pensioner	Veterans' Bureau beneficiary

Enlisted ____ Discharged ____ | Enlisted ____ Discharged ____
Rank ____ Rank ____ | Rank ____ Rank ____
Organization ____ Organization ____ | Organization ____ Organization ____

[OVER]

10—1930

13. State any special qualifications not involved in your present position (for instance, lawyer, physician, civil engineer, knowledge of foreign languages, etc.) No

14. Statement of principal employment other than with the United States Government: None

NAME AND ADDRESS OF EMPLOYER	POSITION AND CHARACTER OF WORK	LENGTH OF SERVICE

15. Education. Indicate by circling the number of years:

Common school	High school	College	(Name of college, degrees, and dates conferred)
1 2 3 4 5 6 7 8	1 2 3 4	1 2 3 4	

16. In case of emergency, notify Mrs R. H. Matthews

Relationship wife Post office address Fleeton Va

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

Mrs Robert Harold Matthews
(Name as usually written and which will be used as official signature)

U. S. GOVERNMENT PRINTING OFFICE 10—1930

Copy of this form not sent to the Department

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared: January 10, 1941.

Name: Matthews, Robert H.

From: U. S. Coast Guard

Bureau No: 203

Promotion

	FROM	TO
Position		Keeper
Grade	Field (Range $1680-2040	Field (Range $1680-2040)
Salary	$1680 pa. plus $60 p.a.Ctrs.	$1740 p.a. plus $60 p.a.Ctrs.
Bureau or Div. Organizational Subdivisions		U. S. Coast Guard
Headquarters		Norfolk, Va.
Post of Duty		Great Wicomico Lt.Sta., Va.
Appropriation		Civilian Employees, C.G.
Allotment		
Field or Deptl.		Field

EFFECTIVE
Remarks: January 16, 1941.

Justification:

No increase in pay since March 1, 1936.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 10-14-1872

LEGAL RESIDENCE: Va.

SEX: M | RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

SUBJECT TO RETIREMENT ACT?

Yes, 1h. Act.
1-20-18
DATE OF OATH

W. R. STILES,
Commander, U. S. Coast Guard,
Assistant Personnel Officer.

BUREAU SUSPENSE AND FILE COPY

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared January 10, 1941.

Name: Matthews, Robert H.

From: U. S. Coast Guard

Bureau No: 1203

Promotion

	FROM	TO
Position		Keeper
Grade	Field (Range $1680-2040	Field (Range $1680-2040)
Salary	$1680 pa. plus $60 p.a.Ctrs.	$1740 p.a. plus $60 p.a.Ctrs.
Bureau or Div. Organizational Subdivisions		U. S. Coast Guard
Headquarters		Norfolk, Va.
Post of Duty		Great Wicomico Lt.Sta., Va.
Appropriation		Civilian Employees, C.G.
Allotment		
Field or Deptl.		Field

EFFECTIVE *Remarks:* January 16, 1941.

Justification:

No increase in pay since March 1, 1936.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 10-14-1872

LEGAL RESIDENCE: Va.

SEX: M | RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

SUBJECT TO RETIREMENT ACT? Yes, 1h. Act. 6-20-18

DATE OF OATH

1641

BUREAU OR DIVISION PERSONNEL FILES

FEB 7 1941

OFFICE OF THE CHIEF MEDICAL OFFICER

COAST GUARD HEADQUARTERS

Date 27 January, 1941.

Memorandum for– Chief Personnel Officer:

Subject: Keeper Robert H. Matthews (Norfolk District); physical condition.

Reference: (a) Certificate of medical examination, 5-12 December, 1940, Marine Hospital, Norfolk, Va.

1. Papers returned.

2. The medical evidence contained in reference (a) has been reviewed and found satisfactory. It is recommended that subject-named man be retired for physical disability.

Carl Michel

CARL MICHEL,
Medical Director.

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

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name Robert H. Matthews Date of birth 14 Oct., 1872

Designation Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment Lighthouse Service & Coast Guard:							
Keeper	May	1	1918	Feb.	28	1941	
Total service	22 years, and 10 months.						

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

Amended to include qtrs. as result Comp. Gen. Dec. B-70029 dated 10-23-41.

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

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

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
Pay	Mar.	1	1936	Feb.	28	1941	5 yrs.	total	8407.50 ✓
Quarters	"	"	"	"	"	"	"	60.00	300.00 ✓
									8707.50 ✓

Total compensation for last five years of active service $8707.50 ✓

Average compensation for last five years of active service $1741.50 ✓

Annual rate of retired pay ($1741.50 ✓ × years 22.8333 ÷ 40) = $994.10

(Not exceeding 30)

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

FEH

If so, state the compensation received: --

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

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

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
Keeper	March	1	1936	June	30	1936	-	$1680 pa	$ 560.00
	July	1	1936	June	30	1937	-	1680	1680.00
	July	1	1937	June	30	1938	-	1680	1680.00
	July	1	1938	June	30	1939	-	1680	1680.00
	July	1	1939	June	30	1940	-	1680	1680.00
	July	1	1940	~~Feb.~~ Jan 15 ~~28~~		1941	-	1680	~~1120.00~~ (910.00 217.50
	Jan.	16	1941	Feb.	26	1941		1740	
									840 7.50

Total compensation for last five years of active service ~~$8,400.00~~ 8407.50

Average compensation for last five years of active service ~~$1,680.00~~

Annual rate of retired pay ($ ~~1,680.00~~ 1959.85 × years ~~22.8333~~ ÷ 40) = ~~$959.00~~

(Not exceeding 30)

H Lm 2-1-41

U. S. GOVERNMENT PRINTING OFFICE 11—10551

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

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

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
Keeper	March	1	1936	June	30	1936	-	$1680 pa	$ 560.00
	July	1	1936	June	30	1937	-	1680	1680.00
	July	1	1937	June	30	1938	-	1680	1680.00
	July	1	1938	June	30	1939	-	1680	1680.00
	July	1	1939	June	30	1940	-	1680	1680.00
	July	1	1940	~~Feb.~~ Jan 15 28		1941	-	1680	~~1120.00~~ 910.00 217.50
	Jan.	16	1941	Feb.	26	1941		1740	
									8407.50

Total compensation for last five years of active service $8,400.00 8407.50

Average compensation for last five years of active service $1,680.00

Annual rate of retired pay ($ 1,680.00 × years 22.8333 ÷ 40) = $959.80 - 1680 - 85

(Not exceeding 30)

HLM 2-1-41

U. S. GOVERNMENT PRINTING OFFICE 11—10551

Form 9

TREASURY DEPARTMENT
~~DEPARTMENT OF COMMERCE~~
~~LIGHTHOUSE SERVICE~~
U. S. COAST GUARD

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Commander,
~~Superintendent of lighthouses,~~

Date 11 Jan., 1941

Norfolk District

Norfolk, Va.
(City)

I hereby apply for retirement from active duty in the Lighthouse Service effective 1 March, 1941, on the basis of service shown hereon.

Address: Robert H. Matthews,
Hallieford, Va.,
Mathews County.

Robert H. Matthews
(Name)

Keeper
(Designation)

OFFICE OF ~~SUPERINTENDENT OF LIGHTHOUSES~~ Commander, Norfolk District

City Norfolk, Va. *Date* 11 Jan., 1941

Submitted to ~~Commissioner of lighthouses~~ Commandant, U.S.Coast Guard, Washington, D. C., recommending retirement at $ 959.00 85

per annum, effective at the close of 28 February, 1941.

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

C. J. SULLIVAN,
By direction. ~~Superintendent of lighthouses~~

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

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

Condition of nose and sinuses Nose negative.

Condition of mouth and throat, including tonsils and teeth Tonsils hypertrophic. Mucosa about tonsils and pharynx injected. Throat does not trouble him much, he says, but does have some soreness with colds occasionally.

Bones, joints, muscles, including atrophies Negative.
(Express limitation of motion, if any, in degrees and joint involved)

Respiratory system Lungs negative.

Cardiovascular system:

(a) Heart Cardiac examination - physical examination was essentially negative. However, a circulation test was done which showed a consistent elevation over normal on two occasions. (Circulation time)

(1) Murmurs ..... (2) Arrhythmias .....

(b) Pulse rate: (1) Sitting ..... (2) After exercise ..... (3) 2 minutes after exercise .....

(c) Blood pressure: (1) Sitting—Syst. 126 Diast. 90 (2) After ex.—Syst. ..... Diast. .....

(d) Condition of blood vessels Normal

Evidence of thyroid or other endocrine disturbance No.

Abdomen and gastro-intestinal system, including hernia Normal.

Genito-urinary system:

Urinalysis—Sp. gr. 1.025 Reaction Acid Albumin Negative Sugar Negative

Sediment microscopic (required when albumin or sugar is found) .....

Reflexes, motor disturbances, etc.: Negative.

(a) Station ..... (e) Gait .....

(b) Tremor ..... (f) Coordination .....

(c) Patellar reflexes ..... (g) Peripheral circulation .....

(d) Other motor disturbances .....

Alcohol No Drugs No Syphilis No Epilepsy No

Other neurological findings ------

General impression .....

Here describe fully nature of disability: Hypertrophy, prostatic, benign, without obstruction. Tonsillitis, chronic. Deafness, partial. Cardiac disease, degeneration of myocardium, arteriosclerotic. Arteriosclerosis, general.

Recommendation: It is felt that in view of the history of dyspnea and the presence of a prolonged circulation time, this patient has arteriosclerotic cardiac disease of a degree to justify retirement. Exercise tolerance test was not done because of the man's age and the presence of cardiac disease.

Is disability to perform duty of a permanent character? Yes.

Is it indicated that applicant may recover from disability and be fit for restoration to active duty? No Do you recommend reexamination with this in view? No.

I HEREBY CERTIFY that upon examination I find the above-named claimant to be disabled for useful and efficient service by reason of the disability above described, which is not due to vicious habits, intemperance, or willful misconduct on his part.

The examining physician must be in the Federal Service

U.S.Marine Hospital,Norfolk,Va. (Place of examination)

/s/ R. H; Smith (Examining surgeon)

December 5- 12, 1940 (Date)

P. A. Surgeon. (Title and branch of medical service)

U. S. GOVERNMENT PRINTING OFFICE 16—17606

Form 2[illegible]
TREASURY DEPARTMENT
U. S. COAST GUARD

CERTIFICATE OF MEDICAL EXAMINATION, DISABILITY RETIREMENT, CIVILIAN PERSONNEL

(Act of March 4, 1925)

NAME OF CLAIMANT Robert H. Matthews DESIGNATION Keeper, Great Wicomico Lt. Sta.

Height 5' 10-3/4" Weight 212 pounds. Complexion .....

Color of eyes ..... Color of hair .....

Here give a complete personal description, together with permanent marks and scars other than those described below in physical examination: .....

Description of duties of position (to be filled in by district commander): Usual duties of keeper of a marine light station, involving climbing, painting, operation of motor boat, etc.

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: He gave a history of progressively increasing dyspnea on exertion of about five years duration. He stated that he was quite dyspneic during his regular work. No definite history of any precardial pain. One month prior to admission he was awakened by shortness of breath lasting a half hour and becoming relieved after getting up and walking about the house. Also history of nocturia one to two times anight.

PHYSICAL EXAMINATION

Visual acuity (uncorrected): R. E. 20/40 L. E. 20/[illegible]1

With correction in spectacles: R. E. 20/20 L. E. 20/20

Accommodation: Reads Jaeger No. 1 at 13 inches, without correction. (Above due to simple hyperopia and presbyopia)

Reads Jaeger No. 1 at 13 inches, with correction.

Central color vision (binocular) ..... (Name method used) .....

Inspection .....

Pupils round and equal. Pupillary reaction react to light and accommogation

Hearing: Whispered voice (unaccentuated) heard with R. E. at ..... ft., L. E. at ..... ft.

Appearance of right drum somewhat retracted, left drum somewhat retracted.

Is there any disease of the middle or internal ear or mastoid? No. If so, specify .....

There is impairment of hearing. Fails to hear watch ticking when placed at ears. History of typhoid at 28 with deafness, with regaining of part of hearing as it is today. This could be the cause or otosclerosis. [OVER]

16—17606

Form 2523
TREASURY DEPARTMENT
U. S. COAST GUARD

JAN - 2 1941
NORFOLK DISTRICT

U. S. COAST GUARD (4)
REC'D JAN 14 1941
ANS'D

REC'D JAN 27 1941
MEDICAL SECTION

CERTIFICATE OF MEDICAL EXAMINATION, DISABILITY RETIREMENT, CIVILIAN PERSONNEL

(Act of March 4, 1925)

Born - 10-14-72

NAME OF CLAIMANT Robert H. Matthews DESIGNATION Keeper, Great Wicomico Light Station Norfolk Dist

Height 5feet 10-3/4 ins. Weight 212 pounds. Complexion .....

Color of eyes ..... Color of hair .....

Here give a complete personal description, together with permanent marks and scars other than those described below in physical examination: .....

Description of duties of position (to be filled in by district commander): Usual duties of keeper of a marine light station, involving climbing, painting, operation of motor boat, etc.

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: He gave a history of progressively increasing dyspnea on exertion of about five years duration. He stated that he was quite dyspneic during his regular work. No definite history of any precardial pain. One month prior to admission he was awakened by shortness of breath lasting a half hour and becoming relieved after getting up and walking about the house. Also history of nocturia one to two times a night.

PHYSICAL EXAMINATION

Visual acuity (uncorrected): R. E. 20/40 L. E. 20/20 - 1

With correction in spectacles: R. E. 20/20 L. E. 20/20

Accommodation: Reads Jaeger No. 1 at 13 inches, without correction. (Above due to simple hyperopia and presbyopia)

Reads Jaeger No. 1 at 13 inches, with correction.

Central color vision (binocular) ..... (Name method used) .....

Inspection .....

Pupils round and equal. Pupillary reaction react to light and accommodation

Hearing: Whispered voice (unaccentuated) heard with R. E. at ..... ft., L. E. at ..... ft.

Appearance of right drum somewhat retracted, left drum somewhat retracted.

Is there any disease of the middle or internal ear or mastoid? No. If so, specify .....

There is impairment of hearing. Fils to hear watch ticking when placed at ears. History of typhoid at 28 with deafness, with regaining of part of hearing as it is today. This could be the cause or otosclerosis.

[OVER]

10-17608

Condition of nose and sinuses Nose negative.

Condition of mouth and throat, including tonsils and teeth Tonsils hypertrophic. Mucosa about tonsils and pharynx injected. Throat does not trouble him much, he says, but does have have some soreness with colds occasionally.

Bones, joints, muscles, including atrophies Negative.
(Express limitation of motion, if any, in degrees and joint involved)

Respiratory system Lungs negative.

Cardiovascular system:

(a) Heart Cardiac examination - physical examination was essentially negative. However, a circulation test was done which showed a consistent elevation over normal on two occasions. (Circulation time)

(1) Murmurs ..... (2) Arrhythmias .....

(b) Pulse rate: (1) Sitting ..... (2) After exercise ..... (3) 2 minutes after exercise .....

(c) Blood pressure: (1) Sitting—Syst. 126 Diast. 90 (2) After ex.—Syst. ..... Diast. .....

(d) Condition of blood vessels Normal

Evidence of thyroid or other endocrine disturbance No.

Abdomen and gastro-intestinal system, including hernia Normal.

Genito-urinary system:

Urinalysis—Sp. gr. 1.025 Reaction Acid Albumin Negative Sugar Negative.

Sediment microscopic (required when albumin or sugar is found) .....

Reflexes, motor disturbances, etc.: Negative.

(a) Station ..... (e) Gait .....

(b) Tremor ..... (f) Coordination .....

(c) Patellar reflexes ..... (g) Peripheral circulation .....

(d) Other motor disturbances .....

Alcohol No Drugs No Syphilis No Epilepsy No.

Other neurological findings -----

General impression .....

Here describe fully nature of disability: Hypertrophy, prostatic, benign, without obstruction. Tonsillitis, chronic. Deafness, partial. Cardiac didease, degeneration of myocardium, arteriosclerotic. Arteriosclerosis, general.

Recommendation: It is felt that in view of the history of dyspnea and the presence of a prolonged circulation time, this patient has arteriosclerotic cardiac disease of a degree to justify retirement. Exercise tolerance test was not done because of the man's age and the presence of cardiac disease.

Is disability to perform duty of a permanent character? Yes.

Is it indicated that applicant may recover from disability and be fit for restoration to active duty? No Do you recommend reexamination with this in view? No.

I HEREBY CERTIFY that upon examination I find the above-named claimant to be disabled for useful and efficient service by reason of the disability above described, which is not due to vicious habits, intemperance, or willful misconduct on his part.

The examining physician must be in the Federal Service

U.S.Marine Hospital, Norfolk, Va.
(Place of examination)

R. H. Smith
(Examining surgeon)

December 5 - 12, 1940
(Date)

R. H. Smith,
P. A. Surgeon
(Title and branch of medical service)

U. S. GOVERNMENT PRINTING OFFICE 16—17606

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared February 3, 1941.

Name: Matthews, Robert H.

From: U.S.Coast Guard

Bureau No: 1203

Retirement, disability

	FROM	TO
Position Grade Salary	Keeper Field (Range $1680-2040) $1740 p.a. plus $60 p.a.Extra.	
Bureau or Div. Organizational Subdivisions	U.S.Coast Guard	
Headquarters Post of Duty Appropriation Allotment Field or Deptl.	Norfolk, Va. Great Wicomico Lt.Sta.,Va. Civilian Employees, C.G. Field	

EFFECTIVE
Remarks: Close February 28, 1941.

The annual rate of retired pay is $959.85.

Justification:

Total service: 22 years, 10 months.

Computation: ($1681.50 x years 22.8333 ÷ 40) $959.85.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 10-14-1872

LEGAL RESIDENCE: Va.

SEX: M RACE: W

NATURE OF POSITION: NEW / ADDTL. IDENT.

VICE VACANCY / VICE

SUBJECT TO RETIREMENT ACT? Lighthouse Act

DATE OF OATH 3-4-25

N. R. STILES,
Commander, U.S.Coast Guard,
Assistant Personnel Officer.

See Mr. R[illegible] for

BUREAU SUSPENSE AND FILE COPY

FEB [illegible]

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared February 3, 1941

Name: Matthews, Robert H.

From: U.S.Coast Guard

Bureau No: 1203

Retirement, disability

	FROM	TO
Position Grade Salary	Keeper Field (Range $1680-2040) $1740 p.a. plus $60 p.a.Qtrs.	
Bureau or Div. Organizational Subdivisions	U.S.Coast Guard	
Headquarters Post of Duty Appropriation Allotment Field or Deptl.	Norfolk, Va. Great Wicomico Lt.Sta.,Va. Civilian Employees, C.G. Field	

EFFECTIVE
Remarks: Close February 28, 1941.

The annual rate of retired pay is $959.85.

Justification:

Total service: 22 years, 10 months.

Computation: ($1681.50 x years 22.8333 ÷ 40) $959.85.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 10-14-1872

LEGAL RESIDENCE: Va.

SEX: M RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

SUBJECT TO RETIREMENT ACT? Lighthouse Act

DATE OF OATH 2-1-25

FEB 1 1941

FEB 3 1941

BUREAU OR DIVISION PERSONNEL FILES

CP 75

4 February, 1941.

From: Commandant.
To: Commander, Norfolk District.

Subject: Robert H. Matthews, keeper; date of birth; retirement.

Reference: (a) Personal History Sheet.
(b) Form 2806.
(c) Form 73 dated 2 March, 1933.

Inclosure: 1. Form 2473.

1. References (a) and (b) show the date of birth of Mr. Matthews as 14 October, 1872; reference (c) shows it as 14 October, 1873. If the date shown in reference (c) is the result of a typographical error, a statement to that effect giving the correct date should be forwarded to Headquarters. However, if Mr. Matthews has given conflicting dates of birth, it is requested that he establish the correct date by documentary evidence as outlined in the inclosed Form 2473. Action on retirement will not be delayed on this account, and Department notice will be forwarded upon receipt in Headquarters.

2. The latest change in the compensation of this employee will be reflected in the retirement pay, which has been amended to ($1681.50 x 22.8333 ÷ 40) $959.85.

By direction,

N. R. STILES,
Assistant Personnel Officer.

MAILED
FEB 5 - 1941
MAIL DESK

CP 75

February 4, 1941.

Director of Personnel,
Treasury Department,
Washington, D.C.

Sir:

A discrepancy in the records as to the date of birth of Robert H. Matthews, keeper at Great Wicomico Light Station, Virginia, has been observed, it being shown in his personal history sheet as October 14, 1872, and in certain forms from the district office as October 14, 1873. Since his retirement, proposed in the inclosed Form 2249 to be effective at the close of this month, is on account of disability, it is considered unnecessary to delay action thereon because of the discrepancy as to date of birth.

In accordance with the regular practice in such cases, however, the Norfolk District Office has been requested to examine its records and if an error is found therein to explain the matter. On the other hand, if it is found that Mr. Matthews has given conflicting dates of birth, he will be required to establish it by documentary evidence. The Department will be advised when the correct date of birth has been determined.

By direction of the Commandant,

Very truly yours,

R. J. GROSS,
Chief, Civilian Personnel.

Inclosure:

FEB - 6 1941

75

U. S. COAST GUARD
REC'D FEB 11 1941

OFFICE OF COMMANDER
NORFOLK DISTRICT

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

NORFOLK, VA.

10 Feb., 1941.

From: Commander, Norfolk District.
To: Commandant.

Subject: Robert H. Matthews, Keeper, Great Wicomico Lt. Sta.

Reference: Form 2249 approved 1/16/41.

Inclosure: (1) Form 2249.

1. In view of the fact that the subject employee has been recommended for retirement, effective 28 February, 1941, it is recommended that Inclosure (1) be canceled.

H.S. wrote Dept re inclusion of pay chg in retirement on 2/4/41

C. J. SULLIVAN,
By direction.

See Dept Letter of 2/11/41

75

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

NORFOLK, VA.

OFFICE OF COMMANDER
NORFOLK DISTRICT

U. S. COAST GUARD
REC'D FEB 12 1941

11 Feb., 1941.

From: Commander, Norfolk District.
To: Commandant.

Subject: Robert H. Matthews, Keeper, Great Wicomico Lt. Sta.

Reference: (a) Form 2249 approved 1/16/41.
(b) District letter 10 Feb., 1941 (75), recommending cancelation of reference (a).

1. It is requested that reference (b) be disregarded and reference (a) returned to this office, inasmuch as the point in question is covered by paragraph 2 of Headquarters' letter of 4 February, 1941 (CP-75), concerning date of birth and retirement of subject employee.

C. J. SULLIVAN,
By direction.

Form 2-4 9 ltr
retd to dist
Hdqrs 1-7-41

75

11 February, 1941.

From: Commander, Norfolk District.
To: Commandant.

Subject: Robert H. Matthews, keeper; date of birth; retirement.

Reference: (a) Personal History Sheet.
(b) Form 2806.
(c) Form 73 dated 2 March, 1933.
(d) Headquarters' letter 4 February, 1941 (CP-75).

1. In reply to reference (d), Headquarters is advised that all the records of this office, except copy of reference (c), show 14 October, 1872, as Mr. Matthews' date of birth. The date shown in reference (c) is clearly the result of a typographical error, as the date of birth is always copied from Form 2806 when making up a Form 73.

C. J. SULLIVAN,
By direction.

HEADQUARTERS

ADDRESS THE COMMANDANT, U. S. COAST GUARD
AND REFER TO No. CP 75

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

WASHINGTON 15 February, 1941.

From: Commandant.
To: Commander, Norfolk District.

Subject: Retirement of Robert H. Matthews, keeper, close 2-28-41.

Inclosure: 1. Form 2249, Department Notice of Retirement.

1. The inclosure is approval of retirement under the Lighthouse Service Retirement Law.

2. In order to preclude the possibility of overpayment it is requested that Headquarters be advised as early as practicable as to the payroll (stating D.O. Voucher Number, name of disbursing officer, and symbol number) on which this person was paid for his last (final) active duty. In furnishing this information state also the period covered by the final payment and the amount thereof.

By direction,

N. R. STILES,
Assistant Personnel Officer.

FEB 17 1941

CP 75

March 1, 1941.

Director of Personnel,
Treasury Department,
Washington, D.C.

Sir:

Reference is made to letter of February 4, 1941, from this office transmitting Form 2249 for the tetirement of Robert H. Matthews on account of disability. As stated in that letter, the matter of a discrepancy in the date of birth of Mr. Matthews was taken up with the Norfolk District Office and its reply, to the effect that the discrepancy was the result of a clerical error and that the correct date of birth is October 14, 1872, is inclosed for your information.

By direction of the Commandant,

Very truly yours,

R. J. GROSS,
Chief, Civilian Personnel.

51

75

OFFICE OF COMMANDER
NORFOLK DISTRICT

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

NORFOLK, VA.

13 March, 1941.

U. S. COAST GUARD
RE.D MAR 14 1941

Noted A.P.O. 4 Burns

From: Pay Officer, Norfolk District.
To: Commandant.

Subject: Retirement of Robert H. Matthews, keeper.

Reference: (a) Headquarter's letter dated 15 February,1941. (CP-75)

1. In reply to reference (a), Headquarter's is informed that the subject-named man, whose retirement was effective at the close of 28 February, 1941, was last paid for his (final) active duty on the keepers payroll for the month of February,1941 on D.O.voucher No. 3-76126 in the account of G. F. Allen, C.D.O.,101-103. His last payment was in the amount of $145.00 and covered the period 1 - 28 February,1941.

H. R. PICKERING.

- -

51 1st Endorsement. Norfolk District. 13 March,1941.

1. Forwarded.

C. J. SULLIVAN, Lieut. Commander, USCG.
By direction.

audit + Payroll

Mahoney

(FA-AR)
CG-75

11 March, 1944

To: Robert H. Matthews, Keeper, Retired
Box 56
Hallieford, Virginia

Subj: 1943 tax withholding

1. This is in reply to your letter of 9 March, 1944, requesting information as to your taxable status.

2. The following is quoted from a letter, dated 22 January, 1944, which this office received from the Commissioner of Internal Revenue, Washington, D. C., relative to the tax withheld from the pay of retired personnel of the Former Lighthouse Service:

> "The Bureau holds that the retired pay of civilian employees of the Federal Government is taxable income to the recipient. No distinction is made between pensions paid for longevity of service and for disability."

3. Therefore, it appears from the above statement that your retired pay is subject to the provisions of the Current Tax Payment Act of 1943.

C. L. HERNDON
By direction

MAR 11 1944

IKZ Return to 6-1

Hallieford Va
March 9th 1944.

United States Coast Guard.
Washington D.C.

Subject. Information.;

Please advise me if I have to file income tax or not? I was retired on disability and I am still disable to work and you are already taking victory tax out. and The information I can get is if I am retired on disability I dont have to pay victory tax or income either and I am not getting enough to pay income. Please answer at once

Respt
Mr Robert H. Matthews,
Keeper, Ret.

STANDARD FORM 50 (9 PART)
UNITED STATES
CIVIL SERVICE COMMISSION
OCTOBER 1946

FORM APPROVED.
BUDGET BUREAU NO. 50-R064.

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—FIRST—MIDDLE INITIAL—LAST)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Matthews, Robert H. (Mr.)	10-14-1872	10	8-16-48

This is to notify you of the following action affecting your employment:

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
AMENDMENT Retirement (Disability)	Close 2-28-41	

FROM		TO
Keeper	8. POSITION TITLE	
Range $1680-2040) Plus $1740 per annum) $60 pa Qtrs	9. SERVICE, GRADE, SALARY	
U. S. Coast Guard	10. ORGANIZATIONAL DESIGNATIONS	
Norfolk, Va. Great Wicomico Lt.Sta., Va.	11. HEADQUARTERS	
[X] FIELD [ ] DEPARTMENTAL	12. FIELD OR DEPT'L	[ ] FIELD [ ] DEPARTMENTAL

13. REMARKS

In accordance with the Comptroller General's Decision B-70029 dated 10-23-47, which reversed Decision A-31584 of 5-28-30, your retirement pay has been recomputed on the basis of the average gross pay (which includes the valuation of quarters for the period occupied) received during the last five years of your active duty. The computation on this basis changes the rate of your retirement pay from $959.85 to $994.10, and this notice is issued in order that you may have accurate information as to the rate of retirement pay which you are authorized to receive.

Total Service: 22 years, 10 months

Computation: ($1741.50 x 22.8333 ÷ 40) = $994.10

H. L. Morgan
H. L. MORGAN
Chief, Civilian Personnel Division
14. SIGNATURE OR OTHER AUTHENTICATION

15. VETERAN'S PREFERENCE								16. POSITION CLASSIFICATION ACTION			
NONE	5 PT.	10 POINT			WWII	WWI	OTHER	NEW	VICE	I. A.	REAL.
		DISAB.	WIFE	WIDOW							
X											

17. SEX	18. RACE	19. APPROPRIATION	20. SUBJECT TO C.S. RETIREMENT ACT (YES—NO)	21. DATE OF OATH (ACCESSIONS ONLY)	22. LEGAL RESIDENCE
M		FROM: TO: Civilian Employees, CG	XXX III 3-4-25		Va.

Sun 6/1C

4. PERSONNEL FOLDER COPY

AUG 17 1948

☆ U.S. GOVERNMENT PRINTING OFFICE: 1947 — 765869

32
Feb 75
gem

30 August 1948
FA-PA 75

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

Gentlemen:

Reference your file Misc-2916530. Inclosed is a letter of Mr. Robert H. Matthews, a retired member of the former Lighthouse Service, in which he claims the difference due in retired pay based on gross salary, which includes the amount deducted as a charge for occupancy of Government quarters, over that paid him based on net salary, for the period March 1, 1941 to June 30, 1947. In this connection, reference is made to the Comptroller General's decision of October 23, 1947 (B-70029). Also inclosed is Standard Form 50 (9 Part), describing this retirement. This form shows correct computation of retired pay to be $994.10 per annum, whereas, for the period March 1, 1941 to June 30 1947, Mr. Matthews was paid at the rate of $959.85 per annum - an underpayment of $34.25 per year, or $2.86 per month.

Computation of the amount due and appropriations chargeable are as follows:

2011255 -	Retired	Pay,	Former	Lighthouse	Service,	Coast	Guard,	1941	$ 11.44
2021255 -	"	"	"	"	"	"	"	1942	34.25
2031255 -	"	"	"	"	"	"	"	1943	34.25
2041255 -	"	"	"	"	"	"	"	1944	34.25
2051255 -	"	"	"	"	"	"	"	1945	34.25
2061255 -	"	"	"	"	"	"	"	1946	34.25
2071255 -	"	"	"	"	"	"	"	1947	34.25
					Total				$216.94

For tax withholding purposes, the records of this office show that Mr. Matthews claims two (2) exemptions.

Mr. Matthews' mailing address is Box 56, Hallieford, Virginia, and his claim is forwarded for settlement. No part of this claim has been or will be paid by this office.

By direction of the Commandant.

Very truly yours,

Incls:
1. Claimant's letter dtd. 12/24/47
2. Standard Form 50 (9 Part)

6-1

GENERAL ACCOUNTING OFFICE

WASHINGTON 25

U.S. COAST GUARD HDQTRS.
MAIL & FILES SECTION

RECEIVED MAR 22 1948 (7)

...MS DIVISION
IN REPLY PLEASE QUOTE
NAVY-2916530-WCP-GES

MAR 19 1948

Headquarters,
United States Coast Guard,
Washington, D. C.

Sirs:

Forwarded herewith for administrative examination and report is letter from Robert H. Matthews, KPR (retired), requesting that his retired pay be adjusted, and in which he makes claim for the difference due for retired pay based on gross pay, over that paid on net salary from January 1, 1941 through June 30, 1947.

Respectfully,

H. H. Tucker

Chief of Section.

Enclosure:
Ltr.dtd.12/24/47 Re: COM Ltr ,CG-75-521
of 12/16/47

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

REQUEST FOR OFFICIAL PERSONNEL FOLDER
(SEPARATED EMPLOYEE)

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

1. DATE OF REQUEST: 11 August 1960

RECEIVED
AUG 15 9 51 AM '60
FEDERAL RECORDS CENTER

SECTION I—TO BE COMPLETED BY REQUESTING OFFICE

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

M-320

2. NAME (*Last, first, middle*)	3. NAME UNDER WHICH FORMERLY EMPLOYED FEDERALLY (*If other than item 2*)	4. DATE OF BIRTH
MATTHEWS, Robert H.		10-14-1873

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

Lighthouse Service
Norfolk, Virginia
Retired 3-28-41

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

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

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

7. REMARKS

This Official Personnel Folder was sent from the National Archives, Washington, D. C., Record Group 26 or 56 (Two Folders, Department of Commerce or Treasury and Bureau of Lighthouses)

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

8.

- [ ] a. CONSOLIDATE ATTACHED PAPERS WITH FOLDER PREVIOUSLY FORWARDED
- [X] b. FOLDER ENCLOSED 8-16-60
- [ ] c. FOLDER NOT LOCATED
- [ ] d. FLAGGED, FOLDER TO BE FORWARDED WHEN LOCATED
- [ ] e. FOLDER PREVIOUSLY REQUESTED IS ENCLOSED
- [ ] f. FOLDER FORWARDED ON A LOAN BASIS IN LIEU OF INFORMATION REQUESTED. IF EMPLOYEE IS REHIRED, FOLDER SHOULD BE RETAINED BY YOUR AGENCY

9. REMARKS

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

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

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

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

Form 207

APPLICATION FOR MEDICAL EXAMINATION AND TREATMENT OF SICK AND DISABLED LIGHTHOUSE KEEPERS

FIFTH COAST GUARD DISTRICT

Norfolk, Virginia
(Place)

22 August 1958
(Date)

To The Medical Officer in Charge

U. S. Public Health Service

Norfolk, Virginia

Sir:

The bearer, Robert H. Matthews
(Name and title of applicant for medical relief)

is a beneficiary of the U. S. Public Health Service:

A lightkeeper ~~or an assistant lightkeeper~~ former on duty at Great Wicomico Light Sta.
(Name of station)

You are requested to examine the applicant and to furnish him with such medical relief as may be required. The signature and description of the applicant appear below.

Signature of employee to be examined ROBERT H. MATTHEWS

Nativity NB Age 82 years. Height 6 foot 0 inches.

Color of eyes Blue Color of hair

Distinguishing marks Small scar left jaw

* Date of original appointment in the Lighthouse Service 5-01-18

† Date of certificate by the Public Health Service that person named passed physical examination , 19 .

N. LESTER BRAUN, Chief, Per. Section Civ.
(Title of officer signing request)

* Fill in only if person to be examined is a lightkeeper or assistant lightkeeper.
† Fill in only in case of lightkeeper or assistant lightkeeper when the date of original appointment in the Lighthouse Service is subsequent to August 27, 1916.

11-5092

STANDARD FORM 50 (9 PART)
UNITED STATES
CIVIL SERVICE COMMISSION
OCTOBER 1946

FORM APPROVED.
BUDGET BUREAU NO. 50-R064.

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—FIRST—MIDDLE INITIAL—LAST)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Matthews, Robert H. (Mr.)	10-14-1872	10	8-16-48

This is to notify you of the following action affecting your employment:

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
~~ADJUSTMENT~~ Retirement (Disability)	Close 2-28-41	

FROM		TO
Keeper	8. POSITION TITLE	
Range $1620-2040) Plus $1740 per annum) $60 pa Qtrs	9. SERVICE, GRADE, SALARY	
U. S. Coast Guard	10. ORGANIZATIONAL DESIGNATIONS	
Norfolk, Va. Great Wicomico Lt.Sta., Va.	11. HEADQUARTERS	
[X] FIELD [ ] DEPARTMENTAL	12. FIELD OR DEPT'L	[ ] FIELD [ ] DEPARTMENTAL

13. REMARKS

In accordance with the Comptroller General's Decision B-70029 dated 10-23-47, which reversed Decision A-31584 of 5-23-30, your retirement pay has been recomputed on the basis of the average gross pay (which includes the valuation of quarters for the period occupied) received during the last five years of your active duty. The computation on this basis changes the rate of your retirement pay from $959.85 to $994.10, and this notice is issued in order that you may have accurate information as to the rate of retirement pay which you are authorized to receive.

Total Service: 22 years, 10 months

Computation: ($1741.50 x 22.8333 ÷ 40) = $994.10

14. SIGNATURE OR OTHER AUTHENTICATION

15. VETERAN'S PREFERENCE								16. POSITION CLASSIFICATION ACTION			
NONE	5 PT.	10 POINT			WWII	WWI	OTHER	NEW	VICE	I. A.	REAL.
		DISAB.	WIFE	WIDOW							
X											

17. SEX	18. RACE	19. APPROPRIATION	20. SUBJECT TO C.S. RETIREMENT ACT (YES—NO)	21. DATE OF OATH (ACCESSIONS ONLY)	22. LEGAL RESIDENCE
M		FROM: TO: Civilian Employees, CG	Yes		Va.

☆ U.S. GOVERNMENT PRINTING OFFICE: 1947 — 765069

606

1175-0

27 June, 1941

From: Commander, Norfolk District.
To: R. H. Matthews, Keeper of the Great Wicomico Light.

Subject: United States of America, owner of Derrickboat BENNING, v. Wood Towing Corp. and the Tug ATLAS (Damage to Derrickboat BENNING).

1. Your presence will be required as a witness in the above case which is set for hearing on 11 July, 1941. You will be required to bring along your log book showing weather conditions on 7 and 8 December, 1939.

2. You will receive further instructions as to when you shall leave your station. Leave of absence will be arranged so that the necessity of a substitute keeper may be avoided, if possible.

R. L. LUCAS
Chief of Staff

WLR:AHD

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 31, 1925.

SUPT. OF LIGHTHOUSES
FEB
6
1925

LIGHTHOUSES

1925 FEB 5 PM 3 43

Mr. Robert H. Matthews, Windmill Pt

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.

Supt.
1 A Supt.
Insf. Of.
1 A Supt.
1 A Supt.
1 A Supt.
Mech.
1 Drafts
1 Drafts
Hydrog.
Accounts
Ordering
Personnel
Cust Kpr.
File Clk.
Mimeog.
Messenger

Position: Keeper.

Salary: $1260. OK

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

EK

5th OK

Form A-88

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON



January 1, 1927.

Mr. Robert H. Matthews,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective January 1, 1927.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

CLIFFORD HASTINGS

Chief of Appointment Division.

From: $1260 per annum.

To: $1320 per annum.

Service and grade: Field.

Appropriation (unit):

Asst. Kpr. - Windmill Pt
cc - VRH

C
5

Supt.
1 A Supt.
Chief Cl.
2 A Supt.
3 A Supt.
4 A Supt.
1 Draftg.
2 Drafts
Hydrog.
Records
Drawing
Personnel
Cost Keep.
File Clk.
Mimeg.
Engineer
File

GOVERNMENT PRINTING OFFICE 11—9051

51

HEADQUARTERS

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

WASHINGTON 15 February, 1941.
13 March, 1941.

From: Commandant.
To: Commander, Norfolk District.

Subject: Retirement of Robert H. Matthews, keeper, close 2-28-41.

From: Pay Officer, Norfolk District.
To: Commandant.

Inclosure: 1. Form 2249, Department Notice of Retirement.

Subject: Retirement of Robert H. Matthews, keeper.

1. The inclosure is approval of retirement under the Lighthouse Service Retirement Law

Reference: (a) Headquarter's letter dated 15 February,1941. (CP-75)

2. In order to preclude the possibility of overpayment it is requested that Headquarters advise this office as to the payroll and symbol number under which the last active duty was covered by the final payment.

1. In reply to reference (a), Headquarter's is informed that the subject-named man, whose retirement was effective at the close of 28 February, 1941, was last paid for his (final) active duty on the keepers payroll for the month of February,1941 on D.O.voucher No. 3-76126 in the account of G. F. Allen, C.D.O.,101-103. His last payment was in the amount of $145.00 and covered the period 1 - 28 February,1941.

H. R. PICKERING.

N. R. STILES,

- - - -

ADDRESS THE COMMANDANT, U. S. COAST GUARD
AND REFER TO No. CP-75

HEADQUARTERS

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

WASHINGTON 15 February, 1941.

U.S. COAST GUARD
FEB 18 1941
NORFOLK DISTRICT

From: Commandant.
To: Commander, Norfolk District.

Subject: Retirement of Robert H. Matthews, keeper, close 2-28-41.

Inclosure: 1. Form 2249, Department Notice of Retirement.

1. The inclosure is approval of retirement under the Lighthouse Service Retirement Law.

2. In order to preclude the possibility of overpayment it is requested that Headquarters be advised as early as practicable as to the payroll (stating D.O. Voucher Number, name of disbursing officer, and symbol number) on which this person was paid for his last (final) active duty. In furnishing this information state also the period covered by the final payment and the amount thereof.

By direction,

N. R. STILES,
Assistant Personnel Officer.

3.761K

75 — 1750

Personnel

Form No. 2599
TREASURY DEPARTMENT
U. S. COAST GUARD
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

Matthews,	Robert	H.	—	Keeper
(Surname)	(First name)	(Middle initial)	(Service No.)	(Rank or rating)

NORFOLK DISTRICT	Norfolk, Va.	28 Feb., 1941.
(Unit)	(Place)	(Date)

Effective 28 Feb., 1941 retired on a/c disability:

FROM

Position: Keeper
Salary: $1740 p.a.
Range: $1680-2040
Station: Great Wicomico Lt. Sta., Va.

AUTHORITY: Form 2249 approved 2/6/41.

C. J. SULLIVAN,
(Commanding)

By direction.
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	STATISTICS	CORRESPONDENCE	RECORDS

U. S. GOVERNMENT PRINTING OFFICE 0 10935

28 February, 1941.

From: Commander, Norfolk District.
To: Robert H. Matthews,
Mathews Co., Hallieford, Va.

1. There is forwarded herewith notification of change in your pay which took place on 16 January, 1941. This change was reflected in your retired pay when it was being computed.

C. J. SULLIVAN,
By direction.

Jm7

75

Personnel

1750-A

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 6a)

Date 18 February, 1941.

District

(City)

From: Commander, Norfolk District.
To: Robert H. Matthews, Keeper,
Mathews County, Hallieford, Va.

Subject: Retirement.

1. There is forwarded herewith Personnel Notification of your retirement on account of disability, effective at the close of 28 February, 1941, with retired pay at the rate of $959.85 per annum.

C. J. SULLIVAN,
By direction.

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

Submitted to the Secretary of Commerce, recommending approval.

FOR USE OF DEPARTMENT

Fm 7

~~TREASURY DEPARTMENT~~
DEPARTMENT OF COMMERCE
~~LIGHTHOUSE SERVICE~~
U. S. COAST GUARD

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Commander,
~~Superintendent of Lighthouses~~

Date 11 Jan., 1941

Norfolk District

Norfolk, Va.
(City)

I hereby apply for retirement from active duty in the Lighthouse Service effective 1 March, 1941,
on the basis of service shown hereon.

Address: Robert H. Matthews,
Hallieford, Va.,
Mathews County.

~~Robert H. Matthews~~
(Name)

Keeper
(Designation)

OFFICE OF Commander, Norfolk District
~~SUPERINTENDENT OF LIGHTHOUSES~~

City Norfolk, Va. *Date* 11 Jan., 1941

Submitted to ~~Commissioner of Lighthouses~~ Commandant, U.S.Coast Guard, Washington, D. C., recommending retirement at $ ~~959.00~~ 959.85 per annum, effective at the close of 28 February, 1941.

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

C. J. SULLIVAN,
By direction. ~~Superintendent of Lighthouses.~~

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

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

Fm 7

Form 9

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

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name Robert H. Matthews Date of birth 14 Oct., 1872

Designation Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment Lighthouse Service & Coast Guard: Keeper	May	1	1918	Feb.	28	1941	
Total service	22 years, and 10 months.						

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

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

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

If so, state the compensation received: —

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

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

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
Keeper	March	1	1936	June	30	1936	-	$1680 pa	$ 360.00
	July	1	1936	June	30	1937	-	1680	1680.00
	July	1	1937	June	30	1938	-	1680	1680.00
	July	1	1938	June	30	1939	-	1680	1680.00
	July	1	1939	June	30	1940	-	1680	1680.00
	July	1	1940	Feb.	28	1941	-	1680	1120.00

Total compensation for last five years of active service $8,400.00

Average compensation for last five years of active service $1,680.00

Annual rate of retired pay ($ 1,680.00 × years 22.8333 ÷ 40) = $959.00

(Not exceeding 30)

U. S. GOVERNMENT PRINTING OFFICE 11—10551

...E OF MEDICAL EXAMINATION, DISABILITY RETIREMENT,
CIVILIAN PERSONNEL
(Act of March 4, 1925)

NAME OF CLAIMANT Robert H. Matthews DESIGNATION Keeper, Great Wicomico Light Station

Height 5feet 10-3/4 ins. Weight 212 pounds. Complexion .....

Color of eyes ..... Color of hair .....

Here give a complete personal description, together with permanent marks and scars other than those described below in physical examination: .....

Description of duties of position (to be filled in by district commander): .....
Usual duties of keeper of a marine light station, involving climbing, painting, operation of motor boat, etc.

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: He gave a history of progressively increasing dyspnea on exertion of about five years duration. He stated that he was quite dyspneic during his regular work. No definite history of any precardial pain. One month prior to admission he was awakened by shortness of breath lasting a half hour and becoming relieved after getting up and walking about the house. Also history of nocturia one to two times a night.

PHYSICAL EXAMINATION

Visual acuity (uncorrected): R. E. 20/ 40 L. E. 20/ 20 - 1

With correction in spectacles: R. E. 20/ 20 L. E. 20/ 20

Accommodation: Reads Jaeger No. 1 at 13 inches, without correction. (Above due to simple hyperopia and presbyopia)

Reads Jaeger No. 1 at 13 inches, with correction.

Central color vision (binocular) ..... (Name method used) .....

Inspection .....

Pupils round and equal. Pupillary reaction react to light and accommodation

Hearing: Whispered voice (unaccentuated) heard with R. E. at ..... ft., L. E. at ..... ft.

Appearance of right drum somewhat retracted, left drum somewhat retracted.

Is there any disease of the middle or internal ear or mastoid? No. If so, specify .....
There is impairment of hearing. Fils to hear watch ticking when placed at ears. History of typhoid at 28 with deafness, with regaining of part of hearing as it is today. This could be the cause or otosclerosis.

[OVER]

16—17006

COPYMATE II

Condition of nose and sinuses Nose negative.

Condition of mouth and throat, including tonsils and teeth Tonsils hypertrophic. [illegible] tonsils and pharynx injected. Throat does not trouble him much, he says, but [illegible] have some soreness with colds occasionally.

Bones, joints, muscles, including atrophies Negative. (Express limitation of motion, if any, in degrees and joint involved)

Respiratory system Lungs negative.

Cardiovascular system:

(a) Heart Cardiac examination - physical examination was essentially negative. However, a circulation test was done which showed a consistent elevation over normal on two occasions.

(1) Murmurs (2) Arrhythmias

(b) Pulse rate: (1) Sitting (2) After exercise (3) 2 minutes after exercise

(c) Blood pressure: (1) Sitting—Syst. 126 Diast. 90 (2) After ex.—Syst. Diast.

(d) Condition of blood vessels Normal

Evidence of thyroid or other endocrine disturbance No.

Abdomen and gastro-intestinal system, including hernia Normal.

Genito-urinary system:

Urinalysis—Sp. gr. 1.025 Reaction Acid Albumin Negative Sugar Negative.

Sediment microscopic (required when albumin or sugar is found)

Reflexes, motor disturbances, etc.: Negative.

(a) Station (e) Gait

(b) Tremor (f) Coordination

(c) Patellar reflexes (g) Peripheral circulation

(d) Other motor disturbances

Alcohol No Drugs No Syphilis No Epilepsy No.

Other neurological findings

General impression

Here describe fully nature of disability: Hypertrophy, prostatic, benign, without obstruction. Tonsillitis, chronic. Deafness, partial. Cardiac disease, degeneration of myocardium, arteriosclerotic. Arteriosclerosis, general.

Recommendations: It is felt that in view of the history of dyspnea and the presence of a prolonged circulation time, this patient has arteriosclerotic cardiac disease of a degree to justify retirement. Exercise tolerance test was not done because of the man's age and the presence of cardiac disease.

Is disability to perform duty of a permanent character? Yes.

Is it indicated that applicant may recover from disability and be fit for restoration to active duty? No Do you recommend reexamination with this in view? No.

I HEREBY CERTIFY that upon examination I find the above-named claimant to be disabled for useful and efficient service by reason of the disability above described, which is not due to vicious habits, intemperance, or willful misconduct on his part.

The examining physician must be in the Federal Service

U.S.Marine Hospital, Norfolk, Va.
(Place of examination)

R. H. Smith
(Examining surgeon)

December 5 - 12, 1940
(Date)

R. H. Smith,
P. A. Surgeon
(Title and branch of medical service)

U. S. GOVERNMENT PRINTING OFFICE 16—17606

11 February, 1941.

From:
To: Commander, Norfolk District.
Commandant.

Subject: Robert H. Matthews, keeper; date of birth; retirement.

References:
(a) Personal History Sheet.
(b) Form 2806.
(c) Form 73 dated 2 March, 1933.
(d) Headquarters' letter 4 February, 1941 (CR-75).

1. In reply to reference (d), Headquarters is advised that all the records of this office, except copy of reference (c), show 14 October, 1872, as Mr. Matthews' date of birth. The date shown in reference (c) is clearly the result of a typographical error, as the date of birth is always copied from Form 2806 when making up a Form 73.

C. J. SULLIVAN,
By direction.

HEADQUARTERS

TREASURY DEPARTMENT
UNITED STATES COAST GUARD
WASHINGTON

IN REPLY REFER TO THE COMMANDANT, U.S. COAST GUARD AND REFER TO NO. CP 75

FEB 12 1941
NORFOLK DISTRICT

4 February, 1941.

From:
To: Commandant.
Commander, Norfolk District.

11 February, 1941.

Subject: Robert H. Matthews, keeper; date of birth; retirement.

Reference:
(a) Personal History Sheet.
(b) Form 2806.
(c) Form 73 dated 2 March, 1933.
(d) Headquarters' letter 4 February, 1941 (CP-75).

Inclosures:

From:
To: Commander, Norfolk District.
Commandant.

Subject:

Reference:

(a) Personal History Sheet.
(b) Form 2806.
(c) Form 73 dated 2 March, 1933.
(d) Headquarters' letter 4 February, 1941 (CP-75).

1. In reply to reference (d), Headquarters is advised that all the records of this office, except copy of reference (c), show 14 October, 1872, as Mr. Matthews' date of birth. The date shown in reference (c) is clearly the result of a typographical error, as the date of birth is always copied from Form 2806 when making up a Form 73.

2. The latest change in the compensation of this employee will be reflected in the retirement pay, which has been amended to ($1681.50 x 22.8333 ÷ 40) $959.85.

By direction,

C. J. SULLIVAN,
By direction.

N. R. STILES,
Assistant Personnel Officer.

Lyt

HEADQUARTERS

TREASURY DEPARTMENT
UNITED STATES COAST GUARD
WASHINGTON

ADDRESS THE COMMANDANT, U. S. COAST GUARD
AND REFER TO No. CP 75

COAST GUARD
RETIRED INDEX
FEB 6 1941
NORFOLK DISTRICT

4 February, 1941.

From: Commandant.
To: Commander, Norfolk District.

Subject: Robert H. Matthews, keeper; date of birth; retirement.

Reference: (a) Personal History Sheet.
(b) Form 2806.
(c) Form 73 dated 2 March, 1933.

Inclosure: 1. Form 2473.

1. References (a) and (b) show the date of birth of Mr. Matthews as 14 October, 1872; reference (c) shows it as 14 October, 1873. If the date shown in reference (c) is the result of a typographical error, a statement to that effect giving the correct date should be forwarded to Headquarters. However, if Mr. Matthews has given conflicting dates of birth, it is requested that he establish the correct date by documentary evidence as outlined in the inclosed Form 2473. Action on retirement will not be delayed on this account, and Department notice will be forwarded upon receipt in Headquarters.

2. The latest change in the compensation of this employee will be reflected in the retirement pay, which has been amended to ($1681.50 x 22.8333 ÷ 40) $959.85.

By direction,

N. R. STILES,
Assistant Personnel Officer.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name Robert H. Matthews Date of birth 14 Oct. 1872

Designation Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			
	Month	Day	Year	Month	Day	Year	Remarks
Army							
Navy							
Marine Corps							
Civilian employment. LIGHT HOUSE SERVICE ✓ COAST GUARD							
KEEPER	MAY	1	1918 ✓	FEB	28	1941 ✓	
Total service		22 years	✓	and	10 months	✓	

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

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

Does applicant receive or has he applied for compensation under the Federal Compensation Act, as amended? no If so, state the compensation received: —

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

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

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
KEEPER	MARCH	1	1936	JUNE	30	1936	—	PER ANNUM ✓ $1680.	560.00 ✓
	JULY	1	1936	"	30	1937	—	"	1680.00 ✓
	"	1	1937	"	30	1938	—	"	1680.00 ✓
	"	1	1938	"	30	1939	—	"	1680.00 ✓
	"	1	1939	"	30	1940	—	"	1680.00 ✓
	"	1	1940	FEB.	28	1941	—	"	1120.00 ✓

Total compensation for last five years of active service $8400.00 ✓

Average compensation for last five years of active service $1,680.00 ✓ $1,680.00 ✓

Annual rate of retired pay ($1,680.00 ✓ × years 22.8333 ✓ (Not exceeding 30) ÷ 40) = $959.00 ✓

1/3/41

U. S. GOVERNMENT PRINTING OFFICE 11—10551

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Date _____

Superintendent of Lighthouses,

_____ District

_____ (City)

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

_____ (Name)

Address
Hallieford, Va.
Mathews Co.

_____ (Designation)

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

City _____, *Date* _____

Submitted to Commissioner of Lighthouses, Washington, D. C., recommending retirement at $_____ per annum, effective at the close of _____

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

_____
Superintendent of Lighthouses.

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

Submitted to the Secretary of Commerce, recommending approval.

_____
Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

3 January, 1941

From:
To: Commander, Norfolk District.
Robert H. Matthews, Keeper,
Great Wicomico Light Station,
Fleeton, Virginia.

Subject: Retirement.

1. Upon receipt of this letter you are authorized to depart on annual and sick leave, in which status you will be carried until the close of 28 February, 1941, at which time your retirement will become effective.

2. Before leaving the station, you will prepare property returns for the signature of the incoming keeper.

3. A temporary relief man will be sent to your station within the next week. He will serve until the arrival of the regular keeper.

C. J. SULLIVAN,
By direction.

P. S. Upon receipt of a statement from you showing the following information, you will be reimbursed for expenditures for your recent trip to the Marine Hospital:

Date and time of departure from station.
Date and time of arrival at Marine Hospital.
Date and time of departure from hospital.
Date and time of arrival at station.

You are also required to furnish receipts for cash fare paid the bus company; also name of bus company.

Sm7

3 January, 1941

From:
To: Commander, Norfolk District.
Robert H. Matthews, Keeper,
Great Wicomico Light Station,
Fleeton, Virginia.

Subject: Retirement.

1. Upon receipt of this letter you are authorized to depart on annual and sick leave, in which status you will be carried until the close of 28 February, 1941, at which time your retirement will become effective.

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By direction.

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Date and time of departure from station.
Date and time of arrival at Marine Hospital.
Date and time of departure from hospital.
Date and time of arrival at station.

You are also required to furnish receipts for cash fare paid the bus company; also name of bus company.

COAST GUARD
JAN - 2 1941
NORFOLK DISTRICT

Great Nicomico Light
Dec 31st 1940
Fleeton Va

Commander Norfolk Dietrict.
Norfolk Va

Subject Retirement

You will find enclosed The papers all signed and in event I am retired you will send my check to Hallieford Va Mathews Co. And I was also told my expenses would be paid from Reedville to the Marine Hospital and back which was $8.00 round trip.

Keeper Robert H. Matthews

NORFOLK DISTRICT

Great Nicomico Light
Fleeton Va Dec 20 th 1940

Commander Norfolk District
Norfolk Va

Subject Certificate

I was directed to come to your office with this. But I called you up and you said I could report aboard the Light as I only had 20 minutes to catch the ferry-so I am enclosing same

R-H. Matthews Keeper

Dec., 1940.

e of Robert H.
Station, who was
riod from 5 to
ificate of Dis-
t is recommended.

equested that the
arded to this office
fficient service to
of March 4, 1925.

Matthews to return
ffice will, upon
here.

ruly yours,

G. O. PEEL,
tswain (L), U.S.C.G.

Lmt MR

Medical Officer in Charge,
U. S. Marine Hospital,
Norfolk, Virginia.

23 Dec., 1940.

Dear Sir:

Reference is made to the case of Robert H. Matthews, Keeper, Great Wicomico Light Station, who was examined at your hospital during the period from 5 to 12 December, 1940. It is noted on Certificate of Discharge dated 12 December that retirement is recommended.

If this is the case, it is requested that the attached Form 2523 be executed and forwarded to this office in duplicate. Mr. Matthews has had sufficient service to bring him within the purview of the Act of March 4, 1925.

If it is necess ary for Mr. Matthews to return to the hospital for any reason, this office will, upon advice from you, order him to report there.

Very truly yours,

G. O. PEEL,
Chief Boatswain (L), U.S.C.G.

Lmt MR

23 Dec., 1940.

Medical Officer in Charge,
U. S. Marine Hospital,
Norfolk, Virginia.

Dear Sir:

Reference is made to the case of Robert H. Matthews, Keeper, Great Wicomico Light Station, who was examined at your hospital during the period from 5 to 12 December, 1940. It is noted on Certificate of Discharge dated 12 December that retirement is recommended.

If this is the case, it is requested that the attached Form 2523 be executed and forwarded to this office in duplicate. Mr. Matthews has had sufficient service to bring him within the purview of the Act of March 4, 1925.

If it is necess ary for Mr. Matthews to return to the hospital for any reason, this office will, upon advice from you, order him to report there.

Very truly yours,

C. O. PEEL,
By direction.

C. O. PEEL,
Chief Boatswain (L), U.S.C.G.

23 December, 1940.

From: Commander, Norfolk District.
To: Robert H. Matthews, Keeper,
Great Wicomico Light Station,
Fleeton, Virginia.

1. This office is in receipt of your letter of 20 December and Certificate of Discharge from the U. S. Marine Hospital. It is noted on said Discharge that retirement is recommended in your case.

2. Application for Retirement is herewith. You will please sign forms where indicated and return all four copies to this office promptly.

3. Advise this office whether or not you receive any compensation from the Government other than your salary as Lighthouse Keeper. Also advise to what address you wish your retirement checks and mail sent, in the event your retirement is approved.

C. O. PEEL,
By direction.

Lm7

No. 49407

23 December, 1940.

From:
To: Commander, Norfolk District.
Robert H. Matthews, Keeper,
Great Wicomico Light Station,
Fleeton, Virginia.

1. This office is in receipt of your letter of 20 December and Certificate of Discharge from the U. S. Marine Hospital. It is noted on said Discharge that retirement is recommended in your case.

2. Application for Retirement is herewith. You will please sign forms where indicated and return all four copies to this office promptly.

3. Advise this office whether or not you receive any compensation from the Government other than your salary as Lighthouse Keeper. Also advise to what address you wish your retirement checks and mail sent, in the event your retirement is approved.

C. O. PEEL,
By direction.

CERTIFICATE OF DISCHARGE

No. 49407

From U. S. _____ (Marine hospital or relief station) At J. S. Marine Hospital Norfolk, Virginia

THIS IS TO CERTIFY that Matthews Robert (Surname) (First) (Middle)

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

from Dec. 5 (Date of admission), 19 40 to Dec. 12 (Date of discharge), 19 40

Class of beneficiary C. G. Condition on discharge Unchanged.

Reason for discharge Study completed. No further hospitalization necessary.

Certified service on last vessel 12-3-40 Name of vessel Depot Wisconsin Light Sta.

DESCRIPTION	
Nativity	
Date of birth	
Color	
Complexion	
Height	
Eyes	
Hair	

REMARKS:
1. To be recommended for retirement.
2. Recommend out-patient medical supervision.

W. S. Dean, Senior Surgeon,
Medical Officer in Charge
per R. W. [illegible], Surgeon.

(Signature of patient)

NOTE.—Retain copy for station files.

U. S. GOVERNMENT PRINTING OFFICE 2—2035

Very truly yours,

C. J. SULLIVAN,
Lt. Commander, U. S. Coast Guard.

Norfolk, Va., 27 Nov., 1940.

Medical Officer in Charge,
U. S. Marine Hospital,
Norfolk, Va.

Dear Sir:

Robert H. Matthews, Keeper, Great Wicomico Light Station, Va., has been directed to report to your hospital. Upon his arrival it is requested that this man be given a thorough physical examination and that the results thereof be reported to this office.

Very truly yours,

C. J. SULLIVAN,
Lt. Commander, U. S. Coast Guard.

DEC 4 - 1940
NORFOLK DISTRICT

Great Nicomico L.V.
Fleeton Va
Dec 3rd 1940

Commander Norfolk District
Norfolk Va

Subject. Physical Exam.

I come ashore to-day to mail the report. And on my arrival I found your letter ordering me to the Hospital in Norfolk. I will leave Wed the 4th arriving sometime that day

Respt
P. H. Matthews Keeper

AND REGULATIONS ON BACK)

MEDICAL EXAMINATION AND TREATMENT OF SICK
EMPLOYEES IN THE LIGHTHOUSE SERVICE

Norfolk, Va., 27 Nov., 1940.

From:
To: Commander, Norfolk District.
Robert H. Matthews, Keeper,
Great Wicomico Light Station,
Fleeton, Virginia.

1. You are directed to proceed as early as practicable to Norfolk, Va., where you will report to the U. S. Marine Hospital, Hampton Boulevard, for a physical examination. Advise date you expect to leave station.

2. You will be reimbursed for funds expended for travel.

C. J. SULLIVAN,
By direction.

...NSTRUCTIONS AND REGULATIONS ON BACK)

APPLICATION FOR MEDICAL EXAMINATION AND TREATMENT OF SICK OR DISABLED EMPLOYEES IN THE LIGHTHOUSE SERVICE

Office of the ~~Commander of Lighthouses~~ Commander, Norfolk District.

Norfolk, Va.
(Place)

4 Dec., 1940., 19

TO THE MEDICAL OFFICER IN CHARGE,

U. S. PUBLIC HEALTH SERVICE,

Norfolk, Va.

SIR:

The bearer, Robert H. Matthews, Keeper
(Name and title of applicant for medical relief)
is a beneficiary of the U. S. Public Health Service:

1. An officer or member of the crew of a vessel belonging to the Lighthouse Service (including lightship), i. e., the _____
(Name of vessel)

or—

2. A lightkeeper ~~Commander of Lighthouses~~ on duty at Great Wicomico Light Sta., Va.
(Name of station)

You are requested to examine this applicant and to furnish him with such medical relief as may be required. The signature and description of the applicant appear below.

Signature of employee to be examined _____

Nativity American Age _____ years. Height _____ feet _____ inches.

Color of eyes _____ Color of hair _____

Distinguishing marks _____

*Date of original appointment in the Lighthouse Service _____

†Date of certificate by the Public Health Service that person named passed physical examination, _____, 19

C. J. SULLIVAN,
(Title of officer signing request)
Lt. Commander, U. S. Coast Guard.

*Fill in only if person to be examined is a lightkeeper or assistant lightkeeper.

†Fill in only in case of lightkeeper or assistant lightkeeper when the date of original appointment in the Lighthouse Service is subsequent to August 27, 1916.

(OVER)

11—5992

Personal 1750

U.S. COAST GUARD
FEB 11 1941
NORFOLK DISTRICT

Halliefford Va
Feb. 10th 1941

Commander Norfolk District
Norfolk Va

Subject. Mail

You will from now on please send all my mail to Halliefford Va

Respt
Mr R. H. Matthews
Halliefford Va
Matthews Co Va
Box 56

Supt
Asst Supt
Chief Clk
Asso Engr.
Asst Engr. (1)
Asst Engr. (2)
Junior Engr.
Hydrog.
Accountant
Purchasing
Personnel
Cost Kpgr.
Prop. Clk.
Storek
Messenger
Lib

Miss Cowling ✓
Mrs. Fleetwood ✓

DEPT. STOCK FORM 2249
REV. 6-40

1150

Pleasure

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared February 3, 1941.

Name: Matthews, Robert H.

From: U.S.Coast Guard

Bureau No: 1203

Retirement, disability

	FROM	TO
Position	Keeper	
Grade		
Salary	Field (Range $1680-2040) $1740 p.a. plus $60 p.a.stre.	
Bureau or Div. Organizational Subdivisions	U.S.Coast Guard	
Headquarters	Norfolk, Va.	
Post of Duty	Great Wicomico Lt.Sta.,Va.	
Appropriation	Civilian Employees, C.G.	
Allotment		
Field or Deptl.	Field	

EFFECTIVE
Remarks: Close February 28, 1941.

The annual rate of retired pay is $959.85.

Justification:

Total service: 22 years, 10 months.

Computation: ($1681.50 x years 22.8333 ÷ 40) $959.85.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 10-14-1872

LEGAL RESIDENCE: Va.

SEX: M RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

SUBJECT TO RETIREMENT ACT?

Lighthouse Act

OATH

Eff close 2/28/41 Fm 7

Noted JMC 2/26/41

SUBORDINATE ADMINISTRATIVE OFFICE

2-26-41

1750

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 10

Personnel

TO:

Date Prepared January 10, 1941.

Name: Matthews, Robert E.

From: U. S. Coast Guard

Bureau No: 1203

Promotion

	FROM	TO
Position		Keeper
Grade	Field (Range $1680-2040	Field (Range $1680-2040)
Salary	$1680 pa. plus $60 p.a.Ctrs.	$1740 p.a. plus $60 p.a.Ctrs.
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Norfolk, Va.
Post of Duty		Great Wicomico Lt.Sta., Va.
Appropriation		Civilian Employees, C.G.
Allotment		
Field or Deptl.		Field

EFFECTIVE *Remarks:* January 16, 1941.

Justification:

No increase in pay since March 1, 1936.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 10-14-1872

LEGAL RESIDENCE: Va.

SEX: M | RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

SUBJECT TO RETIREMENT ACT? Yes, Lh. Act. 6-22-18

DATE OF OATH

SUBORDINATE ADMINISTRATIVE OFFICE

11 Feb., 1941.

From: Commander, Norfolk District.
To: Commandant.

Subject: Robert H. Matthews, Keeper, Great Wicomico Lt. Sta.

Reference: (a) Form 2249 approved 1/16/41.
(b) District letter 10 Feb., 1941 (75), recommending cancelation of reference (a).

1. It is requested that reference (b) be disregarded and reference (a) returned to this office, inasmuch as the point in question is covered by paragraph 2 of Headquarters' letter of 4 February, 1941 (CP-75), concerning date of birth and retirement of subject employee.

C. J. SULLIVAN,
By direction.

fmt

10 Feb., 1941.

From: Commander, Norfolk District.
To: Commandant.

Subject: Robert H. Matthews, Keeper, Great Wicomico Lt. Sta.

Reference: Form 2249 approved 1/16/41.

Inclosure: (1) Form 2249.

1. In view of the fact that the subject employee has been recommended for retirement, effective 28 February, 1941, it is recommended that Inclosure (1) be canceled.

C. J. SULLIVAN,
By direction.

Smt

1750

Personal

UNITED STATES
PUBLIC HEALTH SERVICE

IN REPLYING, ADDRESS THE
Relief Station

U.S. COAST GUARD
JUN 25 1940
NORFOLK DISTRICT

Reedville, Va. June 23,1940

Commander of Norfolk District,
Norfolk, Va.

Sir:

I have been attending Mr. R. H. Mathews since June 18,1940 and he has been very sick. He is better to-day but I have advised that he should not return to his station for several days.

I might add that he has a pyelitis.

Respectfully,

L.E.Cockrell

1750

ADDRESS THE COMMANDANT, U. S. COAST GUARD
AND REFER TO No. CP-75

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

HEADQUARTERS

WASHINGTON

U. S. COAST GUARD
MAY 2 - 1940
NORFOLK DISTRICT

Date 30 April, 1940

From: Commandant
To: Commander, Norfolk District.

It is requested that the information indicated in the items checked below be furnished Headquarters promptly, with the return of the attached papers, if any.

NAME AND DESIGNATION Robert H. Matthews

(1) Give date of entrance on duty, of transfer, or of resignation.
(2) Furnish personal history sheet in duplicate
(3) Furnish certified statement of unappointed service in duplicate.
(4) Furnish oath of office in duplicate.
(5) Furnish Civil Service Form 375 in triplicate.
(6) Submit Form SS-66 in duplicate, showing last day served by temporary appointee.
(7) Furnish standard Form 13 in quadruplicate (abstract of official record).
(8) Furnish documentary evidence of date of birth as prescribed in civil Service Form 2473, attached.
(9) Submit enclosed nominations through the District Civil Service Secretary.
XXX(10) Furnish one copy of certified Form 2806.

***Complete the attached form 6, Personal History Statement, and return to Headquarters promptly. The name of the State should be shown under items 3 and 4.

By direction,

C. H. Jones,
Chief Personnel Officer.

NORFOLK DISTRICT
CP-75

1st Indorsement

Norfolk, Va.
2 May, 1940.

From: Commander, Norfolk District.
To: Commandant.

1. Personal History Statement of Robert H. Matthews has been completed and is forwarded herewith.

M. G. JORY,
By direction.

Lm7

1750

CP-75

TREASURY DEPARTMENT

U.S. COAST GUARD
MAR 22 1940
NORFOLK DISTRICT

UNITED STATES COAST GUARD

Norfolk, Virginia

18 March, 1940.

From: Commander, Norfolk District.
To: All Keepers and Asst. Keepers.

1. You are directed to fill in below the place of your birth and return this letter to District Office by return mail.

Dept.
Asst Dept.
Chief Clk
Asst. Engr.
Asst Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Purchasing
Personnel
Boat Kpg.
Prop. Clk.
Stores
Messenger
File

Place of Birth Mathews Co Va

Name Mr R. H. Matthews

N. C. MANYON,
By direction.

1750 Mathews

Phone call from Readville –

R. H. Mathews has been on station at Great Wicomico since Jan. 15, except for 3 days. J. W. Parks to hospital with least condition. (examined by Quarantine Doctor at Whitestone)

Relief for Mathews.

J. T. Falcon at C. H. to ~~Great Wicomico~~ Mathews P.X.

J. T. Oliver — Mathews P.X. (Tabb, Va.)
Riley — Md. P.X. On sta.

1750

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NORFOLK, VA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

U. S. COAST GUARD
FEB 12 1940
NORFOLK DISTRICT

FIFTH DISTRICT

Norfolk, Va.

Great Wicomico River Light
(Station, Depot, or Vessel)

17 February, 1940.

Feb 18

From: Commander, Norfolk District.
To: R. H. Matthews, Keeper,
Great Wicomico River Light Station,
Fleeton, Va.

Answering your letter of the 10th, you are advised that there is no objection to your taking eight days leave commencing Tuesday the 20th if the Asst. Keeper has not been alone prior thereto. Keepers already have authority for taking not exceeding eight days leave monthly and I do not understand why you should submit a request for this purpose, unless it is based on the fact that you will take more than one period of leave during February. If that is the reason of your request, it is approved, so long as the Asst. Keeper is not required to remain alone over eight days.

N. C. MANYON,
By direction.

DRESS ALL COMMUNICATIONS TO
RINTENDENT OF LIGHTHOUSES
NORFOLK, VA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

U. S. COAST GUARD
FEB 12 1940
NORFOLK DISTRICT

FIFTH DISTRICT
Great Wicomico Light
(Station, Depot, or Vessel)
Feb 10th, 1940

Mr Maj Manyon Through Commander
Norfolk Va

I come ashore today for gas
for lighting plant and will stay three days
~~this~~ when my time is up again to come
home I will have been aboard 3 4 day and there
~~fore so~~ I asking you for permission for
8 days starting Tuesday 20 I will report to you
as soon as the ice will allow about the beacons
Thanking for an early reply

I remain
Yours Sincerely
P. H. Matthews Keeper

Supt.
Asst Supt
Chief Clk
Asso Engr.
Asst Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Purchasing
Personnel
Cost Kpg.
Prop. Clks
Stenog
Messenger

1 175 V Personal

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NORFOLK, VA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

U. S. COAST GUARD
NOV 30 1939
NORFOLK DISTRICT

Norfolk, Va. FIFTH DISTRICT

Great Wicomico River Light
(Station, Depot, or Vessel)

4 December, 1939.

Commander Norfolk District
Norfolk Va
Subject Enlistment

From: Commander, Norfolk District.

To: R. H. Matthews, Keeper,
Great Wicomico River Light Station,
Fleeton, Va.

Answering your letter 29 November, you are advised that we can at the present time tell nothing definite concerning the action of the Coast Guard Board relative to enlistment. It is my understanding, however, that there will be no reduction in pay.

know if accepted in the Coast Guard and what will my pension be?

Thanking you in advance I remain

Very Respt
Mr Robert H. Matthews Keeper

W. L. Rebbel,
Chief Clerk,
By direction.

AMMUNICATIONS TO
T OF LIGHTHOUSES
FOLK, VA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

U. S. COAST GUARD
NOV 30 1939
NORFOLK DISTRICT

FIFTH DISTRICT
Great Wicomico Light
(Station, Depot, or Vessel)
Nov 29th, 1939

Commander Norfolk District
Norfolk Va
Subject Information.

Will you please let me know what my salary will be if I am accepted in the ~~Coast~~ Guard and what will my pension be?

Thanking you in advance
I remain
Very Respt
Mr Robert H. Matthews Keeper

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

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NORFOLK, VA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

U. S. COAST GUARD
NOV 27 1939
NORFOLK DISTRICT

FIFTH DISTRICT

Great Wicomico Light
(Station, Depot, or Vessel)

Nov 24th, 1939

Commander In Charge
Norfolk Va

You will find my finger print Chart enclosed I do hope this is satisfactory as it is the third time I have had them taken you will also find my blank all signed and I hope you will see fit to accept me. as ~~in~~ August 18th a Tornado hit my home and destroyed every thing I had and as the old saying goes I would like to get on my feet again

Thanking you in advance.

Respt

Mr Robert H. Matthews. Keeper

Supt.
Asst Supt
Chief Clk
Adm. Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Purchasing
Personnel
Cost Kpg.
Prop. Clk
Storage
Messenger
File

P H Mathews

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NORFOLK, VA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

U. S. COAST GUARD
OCT 31 1939
NORFOLK DISTRICT

FIFTH DISTRICT

Great Wicomico Light Sta
(Station, Depot, or Vessel)

Oct, 28th, 1939

Commander, Norfolk District
Norfolk Va

I returned to the Station on Oct, 19th I notified you by wire on that morning My got in such a bad condition had to return home on the 27th to see the Dr he ordered me to the Hospital at once I am leaveing for the Marine Hospital in Balto Oct 29th with nessessary papers After arriveing at the Hospital I will advice about my condition and how long I will have to stay

P. H. Matthews
Keeper Great Wicomico Light

Supt.
Asst Supt
Chief Clk
Asso Engr.
Asst Engr. (1)
Asst. Engr. (2)
Junior Engr
Hydrog
Accounts
Purchas ag
Personnel
Cost Acc
Prop. Clk
Steam
Maintenance
File

PAUL K. CANDLER, M. D.
OFFICE HOURS
12 TO 2 P. M.

REEDVILLE, VA.

LMF

U.S. COAST GUARD
Norfolk, Virginia
OCT 24 1939
NORFOLK DISTRICT

24 October, 1939

From: Commander, Norfolk District
To: R. H. Matthews, Keeper,
Great Wicomico Light Station,
Fleeton, Virginia.

1. If you have returned to the station for duty, advise this Office by return mail the date of your return.

N. C. Manyon,
Superintendent of Lighthouses.

Advise Lieut. Sullivan.

PAUL K. CANDLER, M. D.
OFFICE HOURS
12 TO 2 P. M.

REEDVILLE, VA.
Oct. 20 1939

Commander In Charge
Light-House Dept.
Norfolk, Va.

U. S. COAST GUARD
OCT 24 1939
NORFOLK DISTRICT

Sir:

Mr. R. H. Matthews, of Fleeton, Va. was discharged as cured and able to resume his usual duties Oct. 18 1939

Your very truly
P. K. Candler

Dep.
Asst Supt
Chief Clk ✓
Asso Engr.
Asst Engr. (1)
Asst Engr. (2)
Junior Engr.
Drafts.
Accounts
Purchasing
Personnel
Cost Kpg.
Prop. Clk.
Stenog
Messenger
File

1750

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NORFOLK, VA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
SEP 4 1939
NORFOLK, VA.

FIFTH DISTRICT

Great Ubricomico Light
(Station, Depot, or Vessel)

Sept. 1st, 1939

To Commander. Norfolk District
Norfolk Va
Dear Sir

In reply to your letter dated August the 30 will say The Dr told me if my foot didnt have to be cut which he was very much afraid of I would be able to return to duty the last of next week

Respt
Wm R. H. Matthews

Dept.
Asst Supt.
Chief Clk.
Asso Engr.
Asst Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Purchas ag
Personnel
Coast Kpgr.
Prop. Clk.
Stenog.
Messenger
File

Sub. furnished by L. F.

11:30 A.M. 1 September, 1939.

Memo to Mr. Jory:

The daughter of the Keeper of Great Wicomico Light Station phoned in and said her father might be able to return to the station about the middle of next week, but they weren't sure. She says it is very urgent that a substitute be sent to the station by Sunday, as the assistant has been alone for two weeks.

The Superintendent has written Captain Crapster asking that they send a man out to the station.

IMF

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

NORFOLK, VA.

NCM:LMF

OFFICE OF
THE COMMANDER
NORFOLK DISTRICT

~~OFFICE OF~~
~~THE DIVISION COMMANDER~~
~~NORFOLK DIVISION~~

30 August, 1939.

Memorandum to Commander, Norfolk District.

The information contained on the attached memorandum refers to the Keeper of Great Wicomico Lighthouse, whose house was blown down during the tornado which passed through Fleeton and Reedville. He went ashore, and while attempting to recover some of his personal effects from the wrecked house, stepped on a nail which penetrated his shoe and foot. His house, incidentally, was totally destroyed. You may have seen the pictures in the daily press showing this. The assistant keeper has been alone on the station for eleven days.

It is recommended that a man be detailed to Great Wicomico Light Station pending the recovery of the keeper. The superintendent has no means of knowing how long this will be, but has this day written Keeper Matthews to ascertain this information.

N. C. Manyon,
Superintendent of Lighthouses.

Tony-
See Capt Cropalier re this
Friday Sept 1st, 1939

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

NORFOLK, VA.

OFFICE OF
THE COMMANDER
NORFOLK DISTRICT

NCM:LMF

~~OFFICE OF~~
~~THE DIVISION COMMANDER~~
~~NORFOLK DIVISION~~

30 August, 1939.

Memorandum to Commander, Norfolk District.

The information contained on the attached memorandum refers to the Keeper of Great Wicomico Lighthouse, whose house was blown down during the tornado which passed through Fleeton and Reedville. He went ashore, and while attempting to recover some of his personal effects from the wrecked house, stepped on a nail which penetrated his shoe and foot. His house, incidentally, was totally destroyed. You may have seen the pictures in the daily press showing this. The assistant keeper has been alone on the station for eleven days.

It is recommended that a man be detailed to Great Wicomico Light Station pending the recovery of the keeper. The superintendent has no means of knowing how long this will be, but has this day written Keeper Matthews to ascertain this information.

N. C. Manyon,
Superintendent of Lighthouses.

1750

LMF

30 August, 1939

From: Commander, Norfolk District.
To: R. H. Matthews, Keeper,
Great Wicomico Light Station,
Reedville, Virginia.

Please advise this Office by return mail the approximate date of your return to duty.

N. C. Manyon,
Superintendent of Lighthouses.

HCM:LSF

30 August, 1939.

Memorandum to Commander, Norfolk District.

The information contained on the attached memorandum refers to the Keeper of Great Wicomico Lighthouse, whose house was blown down during the tornado which passed through Weston and Reedville. He went ashore, and while attempting to recover some of his personal effects from the wrecked house, stepped on a nail which penetrated his shoe and foot. His house, incidentally, was totally destroyed. You may have seen the pictures in the daily press showing this. The assistant keeper has been alone on the station for eleven days.

It is recommended that a man be detailed to Great Wicomico Light Station pending the recovery of the keeper. The superintendent has no means of knowing how long this will be, but has this day written Keeper Matthews to ascertain this information.

H. C. Manyon,
Superintendent of Lighthouses.

P[illegible] K. CANDLER, M. D.
Reedville, Va.
Office Hours: 12 m to 2 p m 6 to 8 p m

Reg. No. 156
Telephone 9

Date Aug [illegible] 39

1740

FOR

ADDRESS Reedville, Va.

R Commander In Charge,
Coast Guard Dept.
Norfolk, Va.

SUPT. OF LIGHTHOUSES
AUG 28 1939
NORFOLK, VA.

Sir:-

Mr. R. H. Matthews, of Fleeton, Va. has an infection of the left foot due to a punctured wound, and will not be able to resume his usual duties before Sept. 1 1939

P. K. Candler M D

L. E. COCKRELL, M. D.
OFFICE HOURS
8 TO 8 P. M.

1740

PAUL K. CANDLER, M. D.
OFFICE HOURS
12 TO 2 P. M.

REEDVILLE, VA.

U. S. COAST GUARD
OCT 2 1939
NORFOLK DISTRICT

September 30, 1939

Commander In Charge
Light House Service
Norfolk, Va.

Supt. ✓
Asst Supt
Chief Clk ✓
Asso Engr.
Asst Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Purchasing
Personnel ✓
Cost Kpg.
Prep. Clk.
Stenog
Messenger
Lab

Sir:

Mr. H. R. Matthews of Fleeton, Va., has not recovered from his recent injury, sufficiently to resume his usual duties.

The wound is not completely healed, and when Mr. Matthews is up on his feet for any length of time, his foot swells considerably.

It is rather difficult to determine when Mr. Matthews will be able to return to his work. At present, my impression is that his foot will have to be incised again.

Very truly yours,

PKC.f

P. K. Candler

LMF

April 25, 1939

Mr. R. H. Matthews,
Hallieford, Virginia.

I have your letter of April 22 concerning leave of absence. The arrangement mentioned therein for your taking four extra days at this time is satisfactory if the assistant keeper can get along alone. If not, you are directed to send a substitute out for three days, at the rate of $100 per month.

For the Superintendent:

W. L. Rebbel,
Chief Clerk.

Great Ubico Wood Light Station
April 22. 1939.

OK, if don't can get along alone. If not send sub. for 3 days. R

(1) (2) Engr reg Accounts Purchas Personal Cust Kpg Prop. Cle. Steno Messenger File

SUPT. OF LIGHTHOUSES APR 24 1939 NORFOLK, VA.

Supt. of Light Houses.
Norfolk Va
Dear Sir.

I have taken three days of my time this month I am taking the remaining five days and am asking for 4 more days for at this time is the only time I can secure a Timer to fit top of my home. If you should need one or could me during this time I will be at

Wallieford Va

P.S. Matthews Co Va

Thanking you in advance for this favor

Respt
R. H. Matthews
Keeper.

WLR:MCB

FIFTH DISTRICT

Great Wicomico Light
(Station, Depot, or Vessel)

December 14, 1938.

R. H. Matthews, Keeper,
Great Wicomico River Light Station,
Fleeton, Virginia.

In connection with your letter of December 8th on the subject of thirty days' leave of absence, I desire to explain that the fund from which substitute keepers are paid has become so low that we are only able to authorize substitute keepers in exceptionally meritorious cases, such as illness, deaths in the family, etc. I regret that we can not authorize you to take thirty days at one time, but if, in order to use up some of your accumulated leave, you desire to take 2 periods a month of not over eight days each, such a plan would be approved by this office upon request.

N. C. Manyon,
Superintendent of Lighthouses.

the reason why
a time cannot be
— Cost of substitute etc —
so that keepers are needed at
stations more during cold weather
and fog periods than at other times.

RCE

FIFTH DISTRICT

Great Duxbury Ledge Light
(Station, Depot, or Vessel)

Dec. 8th, 1938

!

ou inspected
u told one I
time I had not
neccessary form's
ey were returned
ed not get the time
are asked for
, I dont understand
it time and I can
very neccessary to
not I have come ... ...
be done That is the reason I asked up this time
And I have taken 37 days this year
you will please let me hear from you
at once regarding this

Respt
Mr R H. Matthews

...ATIONS TO
...OF LIGHTHOUSES
...NORFOLK, VA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
DEC 9 1938
NORFOLK, VA.

FIFTH DISTRICT
Great Wicomico Light
(Station, Depot, or Vessel)
Dec. 8. th, 1938

Supt. Of Light Houses.
Norfolk Va

Supt.
Asst. Supt.
Chief Clk
Asso. Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Junior Engr
Hydrog.
Accounts
Purchasing
Personnel
Cost Kpg
Prop. Clk.
Stores
Messenger
Fir...

Subject. Leave of Absence!

When you inspected Great Wicomico Light you told me I could get 30 days Leave the time I had not taken up. I sent you neccessary forms filled out for my relief They were returned back to me stating I could not get the time This is the first time I have asked for relief time that was due me, I dont understand This when others or getting their time and I can not I have some some work very neccessary to be done That is the reason I asked up this time And I have taken 37 days this year

you will please let me hear from you at once regarding this

Respt
Wm R H. Matthews

1750

ADDRESS ALL COMMUNICATIONS TO SUPERINTENDENT OF LIGHTHOUSES NORFOLK, VA.

LMF

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

NOV 1 1938

FIFTH DISTRICT

Great Wicomico Light

(Station, Depot, or Vessel)

Nov. 3, 1938

Supt of Light Houses,
Norfolk, Va.

R. H. Matthews, Keeper,
Great Wicomico Light Station,
Fleeton, Virginia.

Sir,

In reply to your letter of October 31 you are advised that annual leave is cumulative up to 60 days. It is the compensatory time that cannot be accumulated beyond two months.

When you desire leave of absence in December, you will submit application in duplicate on usual form (79).

For the Superintendent:

W. L. Rebbel,
Chief Clerk.

Dear Sir,

In reply to your letter of Oct 31 30 some days ... year or can it go over in Jan. If you will allow me this ... I would like to take it the middle of Dec. ... middle of Jan I can easily ... here at Fleeton

Thanking you for this information

I remain

Sincerely

R. H. Matthews Keeper

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

NOV 1 1938
NORFOLK, VA.

FIFTH DISTRICT

Great Coeomico Light
(Station, Depot, or Vessel)

Oct 31st, 1938.

Supt Lt. Light Houses.,
Norfolk
Va

Dear Sir.,

I have due me 30 some days Do I have to take it all this year or can it go over in Jan. If you will allow me this Liberty I would like to take it the middle of Dec ending the middle of Jan I can easily secure a Substitute here at Fleelion

Thanking you for this information

I remain
Sincerely
P. A. Matthews. Keeper

Supt
Asst Supt
Chief Clk
Asso Engr.
Asst Engr. (1)
Asst. Engr. (2)
Junio Engr
Hydrog.
Accounts
Purchasing
Personnel
Cost Kpg
Prop. Clk.
Storeg
Messenger
File

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NORFOLK, VA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1750

LL

FIFTH DISTRICT

March 10, 1938

R. H. Matthews, Keeper,
Great Wicomico Light Station,
Fleeton, Virginia.

1. In reply to your letter of March 9 you are advised that in event of a vacancy in position of Keeper at Annapolis Depot, you will receive consideration therefor.

For and in the absence of the Supt.:

T. S. Johnson,
Asst. Superintendent of Lighthouses.

...UNICATIONS TO
...T OF LIGHTHOUSES
...RFOLK, VA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FIFTH DISTRICT

Great Wicomico Station
(Station, Depot, or Vessel)

March 9th, 1938

DEPT. OF LIGHTHOUSES
MAR
10
1938
NORFOLK, VA.

...Chief Clk
Asso. Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
...
...
...
Prop. Clk.
Stenog.
Messenger
Files

Supt Of Lighthouses
Norfolk Va
Subject Transfer.

I understand Mat Allie Davis Keeper at Annapolis Buoy Yard will be retired in June.
I would like to be considered for that Station on account of my health as the Dr has advised me not to climb steps as my heart is weak
I hope you will consider this very seriously

Respt
P. H. Matthews Keeper

#1750

WLR:LL

Dec. 28, 1937

Keeper,
Great Wicomico Light Station,
Fleeton, Virginia.

1. This Office anticipates in the near future a vacancy in position of Keeper at Drum Point Light Station. It is noted in your form letter of last year that you desired consideration for that position. The net pay for the position in question is $1440 per annum. There are attached to Drum Point Light Station, which is a one-keeper station, eight electric lights. This Office will expect the incumbent of that position to keep these beacons painted and in good order. While this is a screw pile station, it is practically on land, and the Keeper's family may reside therein.

2. With these facts in mind, please advise if you are still an applicant for the position in question.

N. C. Manyon,
Superintendent of Lighthouses.

/

ADDRESS ALL COMMUNICATIONS TO SUPERINTENDENT OF LIGHTHOUSES BALTIMORE, MD.

1750

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEPT. OF LIGHTHOUSES OCT 28 1936 NORFOLK, VA.

L.L.

LL

FIFTH DISTRICT

Great Wicomico Station
(Station, Depot, or Vessel)

October 23, 1936

Supt of Light Houses.

Keeper,
Great Wicomico Light Station,
Fleeton, Virginia.

1. In reply to your letter of October 19 you are informed that a change has already been made at Pages Rock Light Station. The keeper from Maryland Point Light Station has been transferred to Pages Rock, effective November 1, 1936.

For and in the absence of the Supt.:

TBJ

Assistant Superintendent.

Kept a Diary at Pages Rock Light Station. I would like to be considered for that Station. It is one of the most beautiful locations I know for an old man

Respt
P. L. Matthews
Keeper Great Wicomico L.H.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
OCT
23
1936
NORFOLK, VA.

FIFTH DISTRICT

Great Wicomico Station
(Station, Depot, or Vessel)

Oct. 19th, 1936

Supt of Light Houses.
Norfolk
Va

Subject Transfer

I understand there is a vacancy at Cages Rock for Keeper & so I would like to be considered for that Station. It is one of the best stations I know for an Old man

Respt
R. L. Matthews
Keeper Great Wicomico L H

Supt.
Asst. Supt.
Chief Clk.
Asso. Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Purchasing
Personnel
Coast Sig
Prop. Clk.
Storeg
Messenger
Boy

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

175

SUPT. OF LIGHTHOUSES
JAN 4 - AM
RECEIVED
1936

December 28, 1935.

Mr. Robert H. Matthews,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective January 1, 1936, or entrance on duty (change of station).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER

Chief of Appointment Division.

From: $1560 per annum.

To: $1680 per annum.

Service and grade: Field.

Appropriation (unit):

C
5

rec'd 1/1/36

GOVERNMENT PRINTING OFFICE 11—9051

Form 73
Ed. April, 1929

HVS

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1750

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT.

Norfolk, Virginia (City), December 17 (Date), 1935

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and Promotion

Name, Robert H. Matthews

Position, Keeper

Location, Great Wicomico River Light Sta. Va.

Effective, January 1, 1936

Former position, Keeper

Location, Ragged Point Light Station, Md.

Legal residence, Maryland

Proposed salary, $1680.p.a. plus $60. p.a. for quarters

Proposed range, $1680-2040. p.a. plus $60. p.a. for quaters

Appropriation, Sal. Kprs. of LH

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

Former salary, $1560.p.a. plus $60. p.a. for quarters.

Former range, $1560-1920. p.a. plus $60. p.a. for quarters.

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

Previous incumbent, John R. Edwards

Reason, Transfer

Services terminated, About Dec. 31, 1935.

Members of family in Government service, None

Date of birth, October 14, 1873

Remarks:

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

_____
Secretary, Civil Service District.

L. M. HOPKINS
_____
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

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

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FIFTH DISTRICT
Great Wicomico Light
(Station, Depot, or Vessel)
July 14, 1937

SUPT. OF LIGHTHOUSES
JUL 15 1937
NORFOLK, VA.

Supt. Of. Light Houses
Norfolk Va

Subject.- Pay Check.

I rec'd the check that I wrote you about. You sent it to Hallieford and I didn't get it for several days you will please send my checks to Tilleton until you receive further Orders

Respt
R. H. Matthews Keeper Great Wicomico

Supt.
Asst. Supt.
Chief Clk.
Asso. Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Purchasing
Personnel
Cost Kpg.
Prop. Clk.
Blding
Messenger

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

EEK

FIFTH DISTRICT
Great Wicomico Light
(Station, Depot, or Vessel)

July 6th, 1937

7 July 1937

Robert H. Mathews
Keeper, Great Wicomico Light Station
Fleeton
Virginia

Subject: Pay Check - June 1937.

1. In reference to your letter of the 6th instant, you are advised that your check for the month of JUNE was forwarded you on June 30th.

2. Please advise this office if you are not in receipt of same within five days from the date of this letter and appropriate steps will be taken to stop payment on same and another check issued you.

N. C. MANYON
Superintendent of Lighthouses.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
JUL 7 1937
NORFOLK, VA.

FIFTH DISTRICT

Great Wicomico Light
(Station, Depot, or Vessel)

July 6th, 1937

Supt. Of Lighthouses
Norfolk Va

Subject Pay Check.

Every one around reid June check July 2nd and as yet I have not reid mine and I am sure it is lost. As I have several bills to pay by the 9th will you send me a duplicate check and save me embarrassment and I will destroy the origonal if it comes in.

Respt
Mr Robert H. Matthews
Fleeton
Va

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1750

FIFTH DISTRICT

Great Wicomico Light
(Station, Depot, or Vessel)

Feb 25th, 1937

SUPT. OF LIGHTHOUSES
FEB
26
1937
NORFOLK, VA.

Supt. Of. Lighthouses
Norfolk Va

Dear Sir..

Subject: Pay Check

Will you please send my check to Fleeton Po Va. as my family will be here untill middle of June

Thanking you in advance.

Respectfully
Mrs R. H. Matthews
Fleeton Va

Supt
Asst Supt
Chief Clk
Asso Engr.
Asst Engr. (1)
Asst. Engr. (2)
Junior Engr
Hydrog.
Accounts ✓
Purchasing
Personnel
Cost Kpg
Prop. Clk.
Stenog
Messenger
Mrs

OK
RJ

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

WLR:LL

FIFTH DISTRICT

Great Wicomico Light Station
(Station, Depot, or Vessel)

January 6, 1937

R. H. Matthews, Keeper,
Great Wicomico Light Station,
Fleeton, Virginia.

Dear Sir,

1. I have your letter of January 1 concerning your request for transfer to Drum Point. Obviously, if you take transfer to a station paying less than you receive at present, should you retire your retired pay would be accordingly decreased, as the rate of retirement is based on the last five years' pay.

2. Concerning your request for transfer to Cape Henry, Cove Point, or Piney Point, you are advised that this Office will shortly furnish keepers with the usual sheet on which they will list the stations they desire to be transferred to. You can than express your wishes.

For and in the absence of the Supt.:

Asst. Superintendent of Lighthouses.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

L.L.

LL

December 28, 1936

R. H. Matthews, Keeper,
Great Wicomico Light Station,
Fleeton, Virginia.

1. I have your letter of December 24. In reply you are advised that this Office has no information that there is to be a vacancy at Drum Point Light Station. However, in event of such a vacancy, you will be given consideration with others for the position. If you were transferred to that station, it would be at the same step of the range you now occupy, but inasmuch as the pay range at that station is lower than at Great Wicomico, your pay would be at the rate of $120 per month. Please advise if you still desire consideration should such a vacancy occur.

For and in the absence of the Supt.:

Chief Clerk.

COMMUNICATIONS TO
DENT OF LIGHTHOUSES
ALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
DEC 26 1936
NORFOLK, VA.

FIFTH DISTRICT

Great Wicomico Light
(Station, Depot, or Vessel)

Fleeton Va, Dec, 24, 1936

Supt. Of. Light Houses..
Norfolk Va

Dear Sir. Information..

I understand there will be a vacancy at Drum Pt. shortly should I be considered for that station what will my salary be moved & continue in the same step of pay. 1440.00 if so I would like to be considered for that station If there is a vacancy what time will it occur please let me know at your earliest convenience

Respt
P.H. Matthews
Fleeton Va

P.S. As I have my family with me at Fleeton Va you will please send my check to Fleeton Va

P.H. Matthews

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

Considered with others in event of a vacancy, of which we have no information. MR

O.K. as to check 12/28/36

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
~~BALTIMORE, MD.~~

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Supt
Asst Supt.
Chief Clk
Asso Engr.
Asst Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Purchasing
Personnel
Cost Kpg.
Prop. Clk.
Stenog
Messenger
File

175-0

SUPT. OF LIGHTHOUSES
OCT
6
1936
NORFOLK, VA.

FIFTH DISTRICT

Great Wicomico
(Station, Depot, or Vessel)

Oct. 5th 1936, ~~192~~

Mr. L. M. Hopkins.
Supt of Light Houses
Norfolk Va

Subject- Transfer.,

I am writing to ask you should a vacancy occur at Tue Marshes Lower Cedar Point Deep Water Shoals Piney Point & Coan Point I would like to be considered as Keeper at any one of these Stations I prefer Shore Lights

If I had known The disadvantages at Great Wicomico I would never had accepted that Station. I have to travel 3½ hours in open boat with worn out engine or a distance of 23½ miles and I am getting to old to take such chances. I will be 64 Oct. 14 1936 I am Thanking you for This consideration and will appreciate it very much if you can and will place me at any one of these Stations

Sincerely

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

Regd PX

TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM L. M. Hopkins.

BUREAU LIGHTHOUSE SERVICE, DEPARTMENT OF COMMERCE

CHG. APPROPRIATION GENERAL EXPENSES, LIGHTHOUSE SERVICE

Supt. of Lighthouses, Norfolk, Va.

GOVERNMENT PRINTING OFFICE 11—0240

January 31, 1936.

R. H. Matthews,
Hallieford, Va.

REPORT AT ONCE ROOM THIRTEEN CUSTOM HOUSE BALTIMORE FOR TRANSPORATION TO STATION

Superintendent of Lighthouses.

SUPT. OF LIGHTHOUSES
JAN
30
1936
NORFOLK, VA.

SUPT. OF LIGHTHOUSES
DEC
17
1935
NORFOLK, VA.

Ragged Pt.

RS 17

Hallieford Va
Jan 28th 1936

L M Hopkins
Supt. 5th Light House
Baltimore Md

Dear Sir:-

I am home on my relief expected to go back on the 27th I called Hague yesterday the nearest phone Office and got a message from Cole's Point. The message was the whole river was blocked with ice and Impossible to get aboard. Mr Mayor is not without food till the Light House might be in serious condition as I am satisfied ice is not less then 6 to 8 inches there from The message I rec'd yesterday was

Keeper Ragged Point
Md.

Please advise me what to do

Respt
Mr H. H. Matthews
Keeper Ragged Pt
Md.

DEPT. OF LIGHTHOUSES
DEC 17 1935
NORFOLK VA.

Supt
Asst Supt
Chief Clk
Asso Engr
Asst Engr
Asst. Engr
Junior Engr
Hydrog.
Accounts
Purchg
Personnel
Cost Kpr
Prop. Clk
Stenog
Messenger
File

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
DEC 17 1935
NORFOLK, VA.

FIFTH DISTRICT
Ragged Point
(Station, Depot, or Vessel)
Dec. 16th, 1935

L. M. Hopkins.
Supt Of Light Houses.
Norfolk Va

Dear Sir.

I have just reid your letter of Dec 9th And wish to say I would like to be placed at Great Wicomico Light as Keeper

I hope the change will take place the first of year

I remain
Respt
R. H. Matthews
Keeper Ragged Points
Md.

Supt.
Asst. Supt.
Chief Clk.
Asso. Engr.
Asst. Engr. (1)
Asst. Engr. (3)
Junior Engr.
Hydrog.
Accounts
Purchasing
Personnel
Cost Keep.
Prop. Clk.
Stenog.
Messenger
File

xxxxxxxxxx
Norfolk, Va.
HVS

xxxxxxxxxxx
Norfolk, Va.
December 9, 1935.

R. H. Matthews, Keeper,
Ragged Point Light Station,
Vallie Lee, Md.

Subject: Transfer and promotion.

1. In the light of your letter of October 29th, in which you request transfer to Cape Henry or Piney Point because of the condition of your wife's health, please advise this office immediately whether you desire consideration for transfer to Great Wicomico Light Station as previously requested by you. The compensation at this station is $1680. p.a., plus $60. p.a. for quarters.

Superintendent of Lighthouses.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FIFTH DISTRICT

xxxxxxxxxx
Norfolk, Va.
HVS

xxxxxxxxxx
Norfolk, Va.
November 1, 1935.

R. E. Matthews, Keeper,
Ragged Point Light Station,
Vallie Lee, Md.

1. I have your letter of October 29th and in reply will advise that your letter will be kept on file and you will be given consideration in the event of a vacancy at a station closer to your home.

Superintendent of Lighthouses.

LIGHTHOUSE SERVICE

FIFTH DISTRICT

Ragged P. Md
(Station, Depot, or Vessel)

Oct 29th, 1915

Not to be considered.
Mr. Edwards, formerly at Ragged P. Md
Paint of Shoals Light Station, mine
Keeper Present Welcomings Love from
call for this (Dep Wahoo Shoal) Station.

RECEIVED
OCT 1
1939
NORFOLK, VA.

11/31

Mr L. M. Hopkins,
Supt Of Lighthouses
Norfolk Va

Dear Sir

I wrote to you on the 14th asking you to consider me as Keeper at Deepwater Shoal or Great Wicomico, after my visit home I found my wife conditions serious and the Dr advised that we should be together if possible so I am writing asking you to consider me as Keeper for Cape Henry or Piney Pt. or any shore Light on the Western Shore

Thanking you In Advance

P.S. In case there will Respt
not be any shore light Mr R. H. Matthews
available I want to be Keeper Ragged Pt
considered Keeper for any Talley Lee Md.
Light closer home
R. H. Matthews

Cliff Edwards is a heat of one condemned for a heat wave

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FIFTH DISTRICT
Norfolk, Va.
October 16, 1935.

Oct 17 1935

Supt Lt Ho Yards

Keeper, Ragged Point Light Station,
Vallie Lee, Md.

Dear Sir

Subject: Transfer, Request for

Ragged Point Md

Have heard of the death of the Keeper at Deep Water Shoal I would like to know if you would consider me as Keeper for that Station I have been at L.H. in the fifth District for many years and have to drive in car and I cant drive a car myself my wife has been carrying me but at present her health is such she is not able to carry me so that is the situation and I wish you would give this your most earnest consideration or any other Station close home: shore or water Station

1. I have your letter of October 14th and in reply will advise that no steps have been taken to fill the vacancy in the position of Keeper at Deep Water Shoals. You will be considered among other applicants at the proper time.

For and in the absence of the Supt.

Assistant Superintendent.

Thanking you in advance
from R H Matthews
Ragged Point Md
Vallie Lee Po

SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
OCT 16
NORFOLK, VA.

FIFTH DISTRICT

Raggid Point Md
(Station, Depot, or Vessel)

Oct 14, 1923 5

Supt Of Light Houses

Dear Sir

Haveing hurd of the death of of the keeper at Deep Water Shoal. I wooed like very much if you Waued consider me as keeper for that Station I have the nicest L.H. in the fifth District but my objection is this I am 90 miles from home and and have to drive in car and I cant drive a car myself my wife has been carrying me but at present her health is such she is not able to carry me so that is the situation and I wish you wauld give this your most earnest consideration or any other Station Closer home: Shoar or water Station

Thanking you in advance

from R H Matthews

Raggid Point L S

Valley Lee Po St Marys Co

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
MAR 11 1934
BALTIMORE, MD.

FIFTH DISTRICT
Ragged Point
(Station, Depot, or Vessel)
Mar 9, 1934

Supt Lighthouses
Balto Md

I arived a board Station to day Mar 9 after making three efforts. I made a mistake in the date in the letter I wrote you I left Station on Feb 19

R H Matthews
Ragged Point

Supt.
Asst. Supts.
Chief Clk.
Asso. Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Ordering
Personnel
Genl Knpr.
Prop. Clk.
Stenog.
Messenger
File

Ragged Point Station
Light

SUPT. OF LIGHTHOUSES
MAR 3 1934
BALTIMORE, MD.

Hallieford Va
Mar 2. nd 1934

Supt. Of. Light. Houses:.
Balto Md

Dear Sir

I come home on Feb 23rd with the intentions of returning on Feb 28 but owing to the ice and road condition it is impossible for me to get back I will advise you just as soon as I get aboard the Station

Respt
R. H. Matthews. Keeper Ragged Pt

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

JAN 9 1934
FIFTH DISTRICT

WLR:AHL.

Ragged Point L St
(Station, Depot, or Vessel)

January 15, 1934.

Supt Light-Houses
Balto Md

R. H. Matthews, Keeper,
Ragged Point Light Station,
Valley Lee P. O., Md.

1. Replying to your letter of the 10th, you are informed that you are not in a probational status but in the first step of your range. There is no set rule on increases and there is very little prospect of any increase being made to anyone for a long time.

2. All Government employees are subject to the 15% reduction in pay with the prospect of securing 5% of this back on July 1st. We will be fortunate indeed when we secure a full return of the 15% reduction.

L. M. Hoppins
Superintendent of Lighthouses.

from R H Matthews
Ragged Point L St
Valley Lee Md

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

Asst. Supt.
Chief Clk.
Asso. Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Drafting
Personnel
Insp. Vessels
Insp. Offs.
Storage
Boatswain

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
JAN 9 1934
BALTIMORE, MD.

FIFTH DISTRICT

Raggid Point L St
(Station, Depot, or Vessel)

Jan 10, 1934

Supt-Light-houses
Balto Md

Subject-Information

I would like to be adviced as to how long my probation will last-My salory is ten Dollors less than any one in the same class of Lighthouse that I am in Mr F R Lewis told me his salory was one hundred and forty Dollors when he first-came here If Mr Lewis got-1.40.00 it looks as if I should get the same minors the 15 per cent cut-. Donot think I am complaining But I am under a heavy espence up here and if there is any thing you can do to help me out I will appreciate it thanking you for past favors

from R H Matthews
Ragged Point-L St-
Vallie Lee Po Md

F:R

DEPARTMENT OF COMMERCE
Lighthouse Service

Superintendent of Lighthouses
Baltimore, Maryland,
April 25, 1933

R. H. Matthews, Keeper.
Ragged P. L.

SUPT. OF LIGHTHOUSES JUN 3 1933 BALTIMORE, MD.

Subject: Record of service.

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

L. M. Hopkins,
Superintendent of Lighthouses

Superintendent of Lighthouses, Baltimore, Md.

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

Date started	Position	Sta. or Vessel	Date left	Length Service Yrs.	Mos.	Reason for leavin
May 1st 1918	Asst Keeper	Deepwater Shoal	May 1920	2yrs		Transfered
May 1st 1920	"	Asst trimmer	Oct 1922	2	5 m	"
Oct 1st 1922	"	Windmill	May 1933	10	7 m	"
May 1st 1933	Keeper	Ragged Pt.			1m	

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

1750

SUPT. OF LIGHTHOUSES MAY 19 1933 BALTIMORE, MD.

May 12, 1933.

Mr. Robert H. Matthews,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective May 12, 1933, or entrance on duty (change of station).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

J. A. [illegible]

Acting Chief of Appointment Division.

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

From: $1500 per annum.

To: $1560 per annum.

Service and grade: Field.

Appropriation (unit):

5th
A

5/15/33

GOVERNMENT PRINTING OFFICE 11—9051

Windmill Point Va
Light Station

173-10

LIGHT HOUSES
MAR 22 1933
BALTIMORE MD.

Wallicford Va
Mar 20th 1933

Supt. Of Lighthouses
Balto Md

Dear Sir:-

Enclosed you will find a Statement from my Dr as to my condition I am sending a substitute of to Windmill Station in my place I hope to be able to report back in six or eight days or just as soon as I can walk

The Substitute is Kenneth L Matthews who substituted at Great Wicomico

Hopeing This is satisfactory and will meet with your approval

I remain Sincerely
P. H. Matthews
Asst Keeper Windmill Pt
Va

Supt.
Asst. Supt.
Chief Clk.
Asso. Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Ordering
Personnel
Dept. Insp.
Prop. Clk.
Stenog.
Messenger
File

WN, M. D.

Hudgins, Va., 3-20 1933

To Certify Mr R. H. Mathews
of Hallieford Va is under
treatment, for frostbitten frozen
foot, & unable to work

Signed
D. L. Brown

U. S. LIGHTHOUSES
MAR 22 1933
BALTIMORE MD.

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

Windmill Point Light Station

DEPT. OF COMMERCE
MAR 17 1933
BALTIMORE MD.

Hallieford. Va.,
Mar. 16th 1933.,

Supt. Of Lighthouses.,
Balto. Md.,

Subject Transfer to Promotion

Having decided to accept Keepers place at Tagged Pt. I wrote you to that effect and as I haven't heard anything. I thought perhaps The letter got lost in mail please send my mail to Hallieford.

Thanking you in advance,

Respt.
Mr. R. H. Matthews.,
Asst. Keeper at Windmill Pt.,
Hallieford. Va.

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

Form 73

NOMINATION

1950

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT,

Baltimore, Md. (City) March 2, (Date) 19 33

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and Promotion

Name, Robert H. Matthews

Position, Keeper

Location, Ragged Point Light Station, Md.

Effective, March 15, 1933

Legal residence, Virginia

Proposed salary, $1560.p.a.

Proposed range, $1560-1920.

Appropriation, Sal. L.H. Keepers

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

Former position, Asst. Keeper

Location, Windmill Point Light Station, Va.

Former salary, $1500.p.a.

Former range, $1380-1740.

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

Previous incumbent, Frank R. Lewis; his pay: Services terminated, March 15, 1933, or E.O.D.

Reason, Form 73-a, being transferred to Stingray Point L.H., Va.

Members of family in Government service, Cousin

Date of birth, October 14, 1875.

Remarks:

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

---- Secretary, Civil Service District.

L.M. Hopkins
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

3/15/33

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

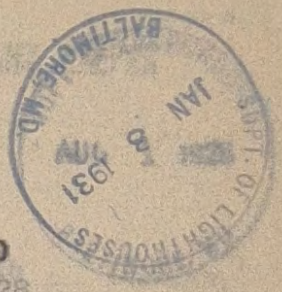
11—2314

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON



December 31, 1930

July 1, 1928.

Mr. R. H. Matthews

Through the Commissioner of Lighthouses.

You are advised that your compensation has been changed as indicated below, effective January 1, 1931.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

From: $1440

To: $1500

Service and grade: Range $1380-1740

Appropriation (unit): Salaries, Keepers of Lighthouses.

5th District.

WHC

GOVERNMENT PRINTING OFFICE 11—9051

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

1750

SUPT. OF LIGHTHOUSES
AUG 1 1928
BALTIMORE, MD.

July 1, 1928.

Mr. Robert H. Matthews.

Through the Chief, Bureau of Lighthouses

Sir:

Custom House, Baltimore, Md.

You are advised that under the Welch Act your compensation has been changed as indicated below, effective July 1, 1928.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

From: $1320

To: $1440

11—0504

L

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

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

REOM

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, 5th DISTRICT,

PLACE, Baltimore, Md.,

DATE, April 15, 1918

To the MEDICAL OFFICER IN CHARGE,
U. S. Public Health Service,

Custom House, Baltimore, Md.

SIR:

Please examine Robert H. Matthews

nativity, American; age, 33; height, 6 feet, 0 inches;

weight, 195 pounds; color of hair, wavy dark gold; color of eyes, blue

distinguishing marks, small scar left jaw

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,

Lighthouse Inspector.

(Signature of applicant:) Robert H Matthews

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

Exton card

U. S. PUBLIC HEALTH SERVICE

PLACE, Baltimore, Md., (Custom House)

DATE, 4/15/18., 191

To LIGHTHOUSE INSPECTOR,

SIR: This certifies that I have this day examined the eyesight, hearing, and physical condition of Robert H. Matthews, 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 2

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, Baltimore, Md.,

DATE, 4/15/18., 191

Name of applicant, Robert H. Matthews

Eyes: Color, brown; exophthalmus, no

chronic inflammation, no; other anbormality, no

Eyelids: Ptosis, no; condition of conjunctiva on eversion, normal

other conditions, none

Eyesight:

Vision of right eye, without glasses, 20/30; with glasses, --

Vision of left eye, without glasses, 20/25; with glasses, --

Is applicant partially or wholly color-blind? no

If color-blind, state which color he confuses --

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

Ears:

Abnormalities, none; shape, normal

Position, correct; condition of drums normal

Evidence of mastoid disease, none

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

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

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

Lungs: normal

Heart: normal

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

Atrophy of left testicle

11—5999

Reasons for certification of disqualification: .....

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

(Signature of applicant:) R H Mathews

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

11—5999

Great Wicomico Lt. Sta.

INDIVIDUAL RECORD OF ABSENCE FOR THE YEAR 1941

EMPLOYEE: Matthews, R. H., Keepe[illegible] OATH _____, 19___ SALARY: $[illegible]

ACCUMULATED LEAVE
ANNUAL: 36 DAYS 23 HRS. — MIN.
SICK: 9 DAYS — HRS. — MIN.

Day of Month	JANUARY D.	H.	M.	FEBRUARY D.	H.	M.	MARCH D.	H.	M.	APRIL D.	H.	M.	MAY D.	H.	M.	JUNE D.	H.	M.	JULY D.	H.	M.	AUGUST D.	H.	M.	SEPTEMBER D.	H.	M.	OCTOBER D.	H.	M.	NOVEMBER D.	H.	M.	DECEMBER D.	H.	M.
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TOTAL	21	—	—	28	—	—																														
	10	—	—	—	—	—																														
Aggregate	21	—	—	49	—	—																														
	10	—	—	10	—	—																														

Retired close 2/28/41.

GPO 16—8896

ENTER SICK LEAVE IN RED INK

ADDRESS THE COMMANDANT, U. S. COAST GUARD
AND REFER TO No. CP 75

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

HEADQUARTERS

WASHINGTON March 1, 1941.

1941 MAR 3 PM 12 56

Director of Personnel,
Treasury Department,
Washington, D.C.

Sir:

Reference is made to letter of February 4, 1941, from this office transmitting Form 2249 for the retirement of Robert H. Matthews on account of disability. As stated in that letter, the matter of a discrepancy in the date of birth of Mr. Matthews was taken up with the Norfolk District Office and its reply, to the effect that the discrepancy was the result of a clerical error and that the correct date of birth is October 14, 1872, is inclosed for your information.

By direction of the Commandant,

Very truly yours,

R. J. GROSS,
Chief, Civilian Personnel.

CP 75

March 1, 1941.

Director of Personnel,
Treasury Department,
Washington, D.C.

Sir:

Reference is made to letter of February 4, 1941, from this office transmitting Form 2249 for the retirement of Robert H. Matthews on account of disability. As stated in that letter, the matter of a discrepancy in the date of birth of Mr. Matthews was taken up with the Norfolk District Office and its reply, to the effect that the discrepancy was the result of a clerical error and that the correct date of birth is October 14, 1872, is inclosed for your information.

By direction of the Commandant,

Very truly yours,

R. J. GROSS,
Chief, Civilian Personnel.

75

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

NORFOLK, VA.

OFFICE OF COMMANDER
NORFOLK DISTRICT

75

11 February, 1941.

From: Commander, Norfolk District.
To: Commandant.

Subject: Robert H. Matthews, keeper; date of birth; retirement.

Reference: (a) Personal History Sheet.
(b) Form 2806.
(c) Form 73 dated 2 March, 1933.
(d) Headquarters' letter 4 February, 1941 (CP-75).

1. In reply to reference (d), Headquarters is advised that all the records of this office, except copy of reference (c), show 14 October, 1872, as Mr. Matthews' date of birth. The date shown in reference (c) is clearly the result of a typographical error, as the date of birth is always copied from Form 2806 when making up a Form 73.

C. J. Sullivan

C. J. SULLIVAN,
By direction.

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PERSONNEL RECOMMENDATION

PAGE: 5986

Date February 3, 1941.

TO DIRECTOR OF PERSONNEL

Name: Matthews, Robert H.

From: U.S.Coast Guard (BUREAU OR DIVISION) Bureau No: 1203

Nature of Recommendation

Retirement, disability

	FROM	TO
Position	Keeper	
Grade	Field (Range $1680-2040)	
Salary	$1740 p.a. plus $60 p.a.Qtrs.	
Bureau or Div. Organizational Subdivisions	U.S.Coast Guard	
Headquarters	Norfolk, Va.	
Post of Duty	Great Wicomico Lt.Sta.,Va.	
Appropriation	Civilian Employees, C.G.	
Allotment		
Field or Deptl.	Field	

EFFECTIVE *Remarks:* Close February 28, 1941.

The annual rate of retired pay is $959.85.

Justification:

Total service: 22 years, 10 months.

Computation: ($1681.50 x years 22.8333 ÷ 40) $959.85.

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds

N. R. STILES,
Commander, U.S.Coast Guard,
Assistant Personnel Officer.
(BUREAU OR DIVISION HEAD)

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 10-14-1872

LEGAL RESIDENCE: Va.

SEX: M | RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

SUBJECT TO RETIREMENT ACT? Lighthouse Act 3-4-25

DATE OF OATH

(FOR USE OF DIRECTOR OF PERSONNEL. TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY: 2-6-41

INTERLEAVED-PATD.-MANIFOLDS

HEADQUARTERS

ADDRESS THE COMMANDANT, U. S. COAST GUARD
AND REFER TO No. CP 75

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

WASHINGTON February 4, 1941.

Director of Personnel,
Treasury Department,
Washington, D.C.

1941 FEB 5 PM 4 35

Sir:

A discrepancy in the records as to the date of birth of Robert H. Matthews, keeper at Great Wicomico Light Station, Virginia, has been observed, it being shown in his personal history sheet as October 14, 1872, and in certain forms from the district office as October 14, 1873. Since his retirement, proposed in the inclosed Form 2249 to be effective at the close of this month, is on account of disability, it is considered unnecessary to delay action thereon because of the discrepancy as to date of birth.

In accordance with the regular practice in such cases, however, the Norfolk District Office has been requested to examine its records and if an error is found therein to explain the matter. On the other hand, if it is found that Mr. Matthews has given conflicting dates of birth, he will be required to establish it by documentary evidence. The Department will be advised when the correct date of birth has been determined.

By direction of the Commandant,

Very truly yours,

R. J. Gross

R. J. GROSS,
Chief, Civilian Personnel.

Inclosure:

CP 75

February 4, 1941.

Director of Personnel,
Treasury Department,
Washington, D.C.

Sir:

A discrepancy in the records as to the date of birth of Robert H. Matthews, keeper at Great Wicomico Light Station, Virginia, has been observed, it being shown in his personal history sheet as October 14, 1872, and in certain forms from the district office as October 14, 1873. Since his retirement, proposed in the inclosed Form 2249 to be effective at the close of this month, is on account of disability, it is considered unnecessary to delay action thereon because of the discrepancy as to date of birth.

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By direction of the Commandant,

Very truly yours,

R. J. GROSS,
Chief, Civilian Personnel.

Inclosure:

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

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name Robert H. Matthews Date of birth 14 Oct., 1872

Designation Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment Lighthouse Service & Coast Guard:							
Keeper	May	1	1918	Feb.	28	1941	
Total service	22 years, and 10 months.						

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

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

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

If so, state the compensation received: --

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

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

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
Keeper	March	1	1936	June	30	1936	-	$1680 pa	$ 560.00
	July	1	1936	June	30	1937	-	1680	1680.00
	July	1	1937	June	30	1938	-	1680	1680.00
	July	1	1938	June	30	1939	-	1680	1680.00
	July	1	1939	June	30	1940	-	1680	1680.00
	July	1	1940	~~Feb.~~ Jan. ~~28~~ 15		1941	-	1680	~~1120.00~~ 910.00
	Jan.	16	1941	Feb.	28	1941		1740	217.50

Total compensation for last five years of active service ~~$8,400.00~~ 1.50 $8407.50

Average compensation for last five years of active service $1,680.00

Annual rate of retired pay ($ 1,680.00 1.58 × years 22.8333 ÷ 40) = $959.00 .85

(Not exceeding 30)

(Hgs)

U. S. GOVERNMENT PRINTING OFFICE 11—10551

. Form 9

TREASURY DEPARTMENT
~~DEPARTMENT OF COMMERCE~~
~~LIGHTHOUSE SERVICE~~
U. S. COAST GUARD

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Commander,
~~Superintendent of Lighthouses~~

Date 11 Jan., 1941

Norfolk District

Norfolk, Va.
(City)

U. S. COAST GUARD (4)
REC'D JAN 14 1941 By
ANS'D

I hereby apply for retirement from active duty in the Lighthouse Service effective 1 March, 1941, on the basis of service shown hereon.

Address: Robert H. Matthews,
Hallieford, Va.,
Mathews County.

Robert H. Matthews
(Name)

Keeper
(Designation)

Commander, Norfolk District
OFFICE OF ~~SUPERINTENDENT OF LIGHTHOUSES~~

City Norfolk, Va. *Date* 11 Jan., 1941

Submitted to ~~Commissioner of Lighthouses~~ Commandant, U.S.Coast Guard, Washington, D. C., recommending retirement at $ 959.~~00~~ .85

per annum, effective at the close of 28 February, 1941.

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

C. J. SULLIVAN,
By direction. ~~Superintendent of Lighthouses~~

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

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

Form 2523
TREASURY DEPARTMENT
U. S. Coast Guard

U. S. COAST GUARD (4)
RECD JAN 14 1941 By
ANS'D

CERTIFICATE OF MEDICAL EXAMINATION, DISABILITY RETIREMENT, CIVILIAN PERSONNEL

(Act of March 4, 1925)

NAME OF CLAIMANT Robert H. Matthews DESIGNATION Keeper, Great Wicomico Lt. Sta.

Height 5' 10-3/4 " Weight 212 pounds. Complexion .....

Color of eyes ..... Color of hair .....

Here give a complete personal description, together with permanent marks and scars other than those described below in physical examination: .....

Description of duties of position (to be filled in by district commander): Usual duties of keeper of a marine light station, involving climbing, painting, operation of motor boat, etc.

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: He gave a history of progressively increasing dyspnea on exertion of about five years duration. He stated that he was quite dyspneic during his regular work. No definite history of any precardial pain. One month prior to admission he was awakened by shortness of breath lasting a half hour and becoming relieved after getting up and walking about the house. Also history of nocturia one to two times anight.

PHYSICAL EXAMINATION

Visual acuity (uncorrected): R. E. 20/ 40 L. E. 20/ 1

With correction in spectacles: R. E. 20/ 20 L. E. 20/ 20

Accommodation: Reads Jaeger No. 1 at 13 inches, without correction. (Above due to simple hyperopia and presbyopia)

Reads Jaeger No. 1 at 13 inches, with correction.

Central color vision (binocular) ..... (Name method used) .....

Inspection .....

Pupils round and equal. Pupillary reaction react to light and accommogation

Hearing: Whispered voice (unaccentuated) heard with R. E. at ..... ft., L. E. at ..... ft.

Appearance of right drum somewhat retracted, left drum somewhat retracted.

Is there any disease of the middle or internal ear or mastoid? No. If so, specify .....

There is impairment of hearing. Fails to hear watch ticking when placed at ears. History of typhoid at 28 with deafness, with regaining of part of hearing as it is today. This could be the cause or otosclerosis.

[OVER]

16—17606

Condition of nose and sinuses Nose negative.

Condition of mouth and throat, including tonsils and teeth Tonsils hypertrophic. Mucosa about tonsils and pharynx injected. Throat does not trouble him much, he says, but does have some soreness with colds occasionally.

Bones, joints, muscles, including atrophies Negative.
(Express limitation of motion, if any, in degrees and joint involved)

Respiratory system Lungs negative.

Cardiovascular system:
Cardiac examination - physical examination was essentially negative.
(a) Heart However, a circulation test was done which showed a consistent elevation over normal on two occasions. (Circulation time)
(1) Murmurs (2) Arrhythmias

(b) Pulse rate: (1) Sitting (2) After exercise (3) 2 minutes after exercise

(c) Blood pressure: (1) Sitting—Syst. 126 Diast. 90 (2) After ex.—Syst. Diast.

(d) Condition of blood vessels Normal

Evidence of thyroid or other endocrine disturbance No.

Abdomen and gastro-intestinal system, including hernia Normal.

Genito-urinary system:

Urinalysis—Sp. gr. 1.025 Reaction Acid Albumin Negative Sugar Negative

Sediment microscopic (required when albumin or sugar is found)

Reflexes, motor disturbances, etc.: Negative.

(a) Station (e) Gait

(b) Tremor (f) Coordination

(c) Patellar reflexes (g) Peripheral circulation

(d) Other motor disturbances

Alcohol No Drugs No Syphilis No Epilepsy No

Other neurological findings ------

General impression

Here describe fully nature of disability: Hypertrophy, prostatic, benign, without obstruction. Tonsillitis, chronic. Deafness, partial. Cardiac disease, degeneration of myocardium, arteriosclerotic. Arteriosclerosis, general.

Recommendation: It is felt that in view of the history of dyspnea and the presence of a prolonged circulation time, this patient has arteriosclerotic cardiac disease of a degree to justify retirement. Exercise tolerance test was not done because of the man's age and the presence of cardiac disease.

Is disability to perform duty of a permanent character? Yes.

Is it indicated that applicant may recover from disability and be fit for restoration to active duty? No Do you recommend reexamination with this in view? No.

I HEREBY CERTIFY that upon examination I find the above-named claimant to be disabled for useful and efficient service by reason of the disability above described, which is not due to vicious habits, intemperance, or willful misconduct on his part.

The examining physician must be in the Federal Service

U.S.Marine Hospital, Norfolk, Va.
(Place of examination)

/s/ R. H; Smith
(Examining surgeon)

December 5- 12, 1940
(Date)

P. A. Surgeon.
(Title and branch of medical service)

U. S. GOVERNMENT PRINTING OFFICE 16—17606

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 3244

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date January 10, 1941.

Name: Matthews, Robert H.

From: U. S. Coast Guard (BUREAU OR DIVISION) Bureau No: 1203

Nature of Recommendation

Promotion

	FROM	TO
Position		Keeper
Grade	Field (Range $1680-2040	Field (Range $1680-2040)
Salary	$1680 pa. plus $60 p.a.Qtrs.	$1740 p.a. plus $60 p.a.Qtrs.
Bureau or Div. Organizational Subdivisions		U. S. Coast Guard
Headquarters		Norfolk, Va.
Post of Duty		Great Wicomico Lt.Sta., Va.
Appropriation		Civilian Employees, C.G.
Allotment		
Field or Deptl.		Field

EFFECTIVE January 16, 1941.

Remarks:

Justification:

No increase in pay since March 1, 1936.

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds

N. R. STILES,
Commander, U. S. Coast Guard,.
Assistant Personnel Officer.

(BUREAU OR DIVISION HEAD)

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 10-14-1872

LEGAL RESIDENCE: Va.

SEX: M RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

SUBJECT TO RETIREMENT ACT? Yes, Lh. Act. 6-20-18

DATE OF OATH

(FOR USE OF DIRECTOR OF PERSONNEL. TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY: 1.10.41

Tea

INTERLEAVED-PATD.-KLISER MANIFOLDS ©

APPLICANT OR EMPLOYEE MUST FILL THE FOLLOWING

Name (in full) Robert Harrold Matthews Sex Male

Present address Fleeton Va Date of birth 14 Oct 1872

Give below all places of residence during the past FIVE years

From-- (Month and year)	To-- Month and year)	Number and Street	City and State
2 yrs 2 m		Hallieford	Va
2 " 10 "		Fleeton	"

Give, in your own handwriting, the information requested below

Have you ever been arrested for any reason whatsoever? no
If so, give details in space provided below. (Yes or no)

Date of Arrest	Age	Charge	Court and Location	Judge	Disposition

No Reply Received From F. B. I.
Apparently No Criminal Record.

Have you ever been fingerprinted? No Where? —

When? — If for the Civil Service, what position? —

I hereby swear (or affirm) that the above statements are complete and accurate in every detail.

R H Matthews
Customary payroll signature of employee

Subscribed and sworn to before me this 18th day of October 1939

W Harrold Haynie
Notary Public

My commission expires 5/28/41

July 1, 1939. Lighthouse Districts No. Fifth

consolidated with Norfolk Coast Guard District,

Headquarters Norfolk, Virginia

See U. S. Coast Guard General Order No. 37, dated June 20, 1939.

7/1/39 Transferred from Bureau of Lighthouses, Department of Commerce, and consolidated with United States Coast Guard, under terms of Plan No. 2 of Reorganization Act of 1939, approved by Congress April 3, 1939.

File received - FEB 9 1940

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION

Robert H. Matthews (Name) — Maryland (Legal Residence)

STATUS

DESIGNATION	ACTION	SALARY	BUREAU—SERVICE—STATION	DATE OF EFFECT
Asst Keeper	Prob. appt.	480	L. H. Dep Water Shoal L.S. Md	May 1, 1918
Keeper	Promotion	720	" " " " "	Nov. 1, 1918
"	Transfer	"	" Great Wicomico River L.S. Va.	May 1, 1920
"	Increase	780	" " " " "	May 1, 1923
"	Transfer	"	" Windmill Pt Va	Oct 6, 1923
"	Ready of pay	1020	" " " "	July 1, 1924
"	Act of Dec 6/24	1260	" " " "	July 1, 1925
"	INCREASE IN COMPENSATION	1320	" " " "	JAN 1 1927
"	COMPENSATION Act. May 28, 1928.	1440	" " " "	JUL 1 1928
"	INCREASE IN COMPENSATION	1500	" (5th Dist.) " "	JAN 1 1931
"	Transfer	1560	" Ragged Point L.S. Md	May 15, 1933
"	"	1680	" Great Wicomico River	Mar 1, 1936

DEPARTMENT OF COMMERCE
Bureau of Lighthouses
Washington

March 2, 1936

SUPT. OF LIGHTHOUSES MAR 3 1936 NORFOLK, VA.
DEPARTMENT OF COMMERCE MAR - 5 1936 APPOINTMENT DIVISION

Superintendent of Lighthouses: Norfolk, Va.

It is requested that the information indicated in the item checked below be furnished the Bureau promptly, with the return of the attached papers, if any.

NAME AND DESIGNATION Robert H. Matthews -- kpr.Gr.Wicomico

(1) Give date of entrance on duty, of transfer, or of resignation.
(2) Furnish personal history sheet.
(3) Furnish oath of office.
(4) Furnish civil service form 375 in triplicate.
(5) Submit form SS-66, showing last day served by temporary appointee.
(6) Furnish standard form 13 in quadruplicate (abstract of official record).
(7) Furnish documentary evidence of date of birth as prescribed in civil service form 2473, attached.
(8) Submit inclosed nominations through the District Civil Service Secretary,
(9) Furnish one copy certified form 2806.
(10) Miscellaneous.

✓ **Forward oath of office, or date of entrance on duty if oath not required. RETURN THIS FORM TO THE BUREAU IN DUPLICATE.**

For the Commissioner:
R. J. GROSS
Chief of Personnel Division.

H-M

5

District Fifth Date March 3, 1936.

HVS

Returned to Commissioner of Lighthouses:

Robert H. Matthews entered on duty as Keeper of Great Wicomico Light Station effective March 1, 1936.

Superintendent of Lighthouses.

1936 MAR 3 P.M. 03:30

MAR - 4 1936

CARDED

ENTERED ON COMPLETION OF PERSONNEL JOURNAL Date 3/31/36

2931

Supt.
Asst. Supt.
Chief Clk.
Asso. Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Assistants
Ordering
Personnel
Cost Kpg.
Prop. Clk.
Stenog.
Messenger
Mis

Forwarded to Secretary of Commerce for his information.

For the Commissioner,

R J Gross
Chief, Personnel Division

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

December 23, 1935.

Mr. Robert H. Matthews,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective January 1, 1936, or entrance on duty (change of station).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

EDW. F. GARDNER JAN -8 1936

Chief of Appointment Division.

From: $1560 per annum.

To: $1680 per annum.

Service and grade: Field.

Appropriation (unit):

APPOINTMENT DIVISION
ENTERED ON DUTY
JAN - 4 1936
SHEET NO 4940
DEPARTMENT OF COMMERCE

C
S

CARDED

GOVERNMENT PRINTING OFFICE 11—9051

Form 73
Ed. April, 1929

HVS

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT,

Norfolk, Virginia (City) December 17 (Date), 19 35

DEPARTMENT OF COMMERCE
LIGHTHOUSES
DEC 19 1935
APPOINTMENT DIVISION
'35 DEC 18 AM 8 39

DEPARTMENT OF COMMERCE
DEC 23 1935
APPOINTMENT DIVISION

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and Promotion

Name, Robert H. Matthews

Position, Keeper

Location, Great Wicomico River Light Sta. Va.

Effective, January 1, 1936

Legal residence, Maryland

Proposed salary, $1680.p.a. plus $60. p.a. for quarters

Proposed range, $1680-2040. p.a. plus $60. p.a. for quaters

Appropriation, Sal. Kprs. of LH

~~the date of his entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Keeper

Location, Ragged Point Light Station, Md.

Former salary, $1560.p.a. plus $60. p.a. for quarters.

Former range, $1560-1920. p.a. plus $60. p.a. for quarters.

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

Previous incumbent, John R. Edwards (LT.#1203) $1680. Services terminated, About Dec. 31, 1935.

Reason, Transfer

Members of family in Government service, None

Date of birth, October 14, 1873

Remarks:

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

1936 DEC -19- AM 10:1
CHIEF CLERK
DEPARTMENT OF COMMERCE

L. M. Hoffman
Superintendent of Lighthouses.

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

DEC 18 1935

Submitted to the Secretary of Commerce, approved.

THIS IS A CIVIL SERVICE POSITION

Action O. K.

Adm Asst. to Secy.

W. P. Harman
Acting Commissioner of Lighthouses

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

11—2314

LIGHTHOUSES
1933 MAY -20- AM 8:48

DEPARTMENT OF COMMERCE
Lighthouse Service

DEPARTMENT OF COMMERCE
MAY 22 1933

DEPARTMENT OF COMMERCE
1933 MAY -22- PM 3:00

CHIEF CLERK

5

District Fifth

Date May 19, 1933.

CHANGE IN STATUS OF EMPLOYEES

Name R. H. Matthews,
Nature of Action Transfer & Promotion
Effective Date May 15, 1933.

	FROM	TO
Position	Asst. Keeper	Keeper
Pay	$1500.p.a.	$1560.p.a.
Station	Windmill Point Light Station, Va.	Ragged Point Light Station, Va.

CARDED

Remarks:

This change was made under authority of Department Form A-38, dated May 13, 1933.

MAY 22 1933

Submitted to Secretary of Commerce for his information.

For and in the absence of the Superintendent,

W. L. Reed
Signature.
Chief Clerk.

For the Commissioner,

R. L. Jones
Chief, Personnel Division

NOTE: This form is to be used for both appointed and unappointed employees but only in reporting changes in status, such as salary promotions, changes in designation, etc. Separations in any manner (such as by resignation, death, retirement, etc.) should not be reported on this form but in such cases a certified copy of district Form 2806 should be forwarded to the Bureau in accordance with the instructions in Bureau Circular Letter No. 309 , dated November 30, 1931 .

RED ON COMPLETION
PERSONNEL JOURNAL
JUN 12 1934

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

May 12, 1933.

Mr. Robert H. Matthews,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective May 12, 1933, or entrance on duty (change of station).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

E. A. DELONG MAY 17 1933

Acting Chief of Appointment Division.

From: $1500 per annum.

To: $1560 per annum.

Service and grade: Field.

Appropriation (unit):

5th
A

CARDED

APPOINTMENT DIVISION
ENTERED ON JOURNAL
MAY 13 1933
SHEET NO. 4273
DEPARTMENT OF COMMERCE

GOVERNMENT PRINTING OFFICE 11—9051

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES 1933 MAR-3 AM 9:14

DEPARTMENT OF COMMERCE MAR - 6 1933 APPOINTMENT DIVISION

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT,

Baltimore, Md. (City) March 2, (Date) 19 33

1933 MAR-6 AM 8:29 DEPARTMENT OF COMMERCE

COMMISSIONER OF LIGHTHOUSES:

DEPARTMENT OF COMMERCE MAR 15 1933 APPOINTMENT DIVISION

Action recommended, Transfer and Promotion — To fill an expected Vacancy

Name, Robert H. Matthews — Ent 1918

Position, Keeper

Location, Ragged Point Light Station, Md.

Effective, March 15, 1933

Legal residence, Virginia

Proposed salary, $1560.p.a.

Proposed range, $1560-1920

Appropriation, Sal. L.H. Keepers

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

Former position, (Asst.) Keeper

Location, Windmill Point Light Station, Va.

Former salary, $1500.p.a.

Former range, $1380-1740.

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

Previous incumbent, Frank R. Lewis; ~~his pay~~: $1680 per (L.T.#920) Services terminated, March 15, 1933, or E.O.D.

Reason, Form 73-a, being transferred to Stingray Point L.H., Va. — not received

Members of family in Government service, Cousin

Date of birth, October 14, 1873.

Remarks:

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

APPOINTMENT DIVISION NECESSARY ACTION TAKEN MAY 16 1933 DEPARTMENT OF COMMERCE

L. M. Hoptins

Secretary, Civil Service District.

Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

March 6, 1933

Submitted to the Secretary of Commerce, approved. Justification is hereto attached.

Action O. K.
Kerlin
Adm Asst. to Secy.

Rec. 6/6 approved 5/12/33

W P Harman
Acting Commissioner of Lighthouses

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

11—2314

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

December 31, 1930

Mr. R. H. Matthews

Through the Commissioner of Lighthouses.

You are advised that your compensation has been changed as indicated below, effective January 1, 1931.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

EDW. F. CRONIN

Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED ON JOURNAL JAN 10 1931 SHEET NO. 2922 DEPARTMENT OF COMMERCE

From: $1440

To: $1500

Service and grade: Range $1380-1740

Appropriation (unit): Salaries, Keepers of Lighthouses.

5th District.

WHC

CARDED

GOVERNMENT PRINTING OFFICE 11—0051

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

Mr. Robert H. Matthews.

Through the Chief, Bureau of Lighthouses

Sir:

You are advised that under the Welch Act your compensation has been changed as indicated below, effective July 1, 1928.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

From: $1320

To: $1440

11—9564

L

JUL 2 1928
DEPARTMENT OF COMMERCE

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

February 23, 1927.

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

2-8-27

COMMISSIONER OF LIGHTHOUSES,
WASHINGTON, D. C.

SUBJECT: TRANSFERS AND PROMOTIONS.

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

NAME	POSITION	SALARY	NATURE OF CHANGE	LETTER DATE	EFFEC. DATE OF CHANGE
MATTHEWS, R. H.	ASST. KEEPER	$1320	INCREASE	1/1/27	1/1/27

/s/ King
Superintendent of Lighthouses.

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

CROSS REFERENCE

SEE FILE--464/16/8# 1 [redacted] m [redacted]

NAME Matthews, Robert H. POSITION Keeper

BUREAU BUREAU OF LIGHTHOUSES STATION 5th 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
720	240	960	CR	164.25	1124.25	LHS	2	1200	yes	60	

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

approv. $1260

GRADE RECOMMENDED 5

RANGE OF COMPENSATION RECOMMENDED FROM $ 1260 TO $ 1500

approximate annual maintenance cost to the employee:

Kind of equipment Uniform; annual cost, $ Est. $20.00

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

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

(b) High school; years ☐1 ☐2 ☐3 ☐4

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

(d) College: Name ; years ☐1 ☐2 ☐3 ☐4

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

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

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

Percentage of total time given to each task

Water Station

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

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

...FICATION BOARD FORM NO. 1
...out in accordance with detailed
...ruction sheet, Form No. 2)

Sheet No. 52
2—12758

DO NOT WRITE IN THIS SPACE			
	a		
	b		
	c		
	d		

1. Matthews (Surname) Robert (Given name) H. (Initial)
2. Department Commerce
3. Bureau Lighthouse
4. Field Service Lighthouse Service
5. (a) Field Station Fifth Lighthouse Dist.
   (b) Subdivision Great Wicomico River Lt. Sta.
   (c) City or town ____ State Va.
6. Pay-roll title Light Keeper,
7. Customary office title Asst. Keeper

8. (a) Number of regular working hours of the position, per day Avg. about 15; per week 105
   (b) If this is not a full-time position, state percentage of time employed per day ____; or per week ____
   (c) If night work, wholly or in part, state the hours: From 1/2 of time from sunset 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 $ 720. per annum; bonus, $ 240 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ 720. per annum; bonus, $ 240. per annum.
13. If the employee receives overtime pay, state the rate None.
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 $164.25 45 cents per diem commutation of rations.
16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:
    Kind of equipment Uniform; annual cost, $ Est. $20.00
17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
    (a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☒ 8
    (b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3
    (d) College: Name ____; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (e) Post graduate work: Kind ____; years ☐ 1 ☐ 2 ☐ 3
    (f) Correspondence courses: Kind ____; number of lessons ____; number completed ____

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

Percentage of total time given to each task

Water Station

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

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

19. Does employee work under imm[redacted] supervision, or to a large extent upon his own r[redacted]sibility? (Describe fully.)

Asst. Keeper is under immediate supervision of keeper except when keeper is absent from station, when assistant keeper takes charge of station and assumes responsibilities of keeper. Stations are usually in isolated localities where the personnel must act in emergency without reference to superior officers.

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

This employee ranks second at this station and he regularly has no employees under him.

21. How long have the employee's duties been substantially as described above? Since May 1, 1920.

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

May 25, (Date), 1923. H. D. Tenney (Signature of Preparing Officer) Supt. of Lighthouses (Title)

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

(Signature of Employee)

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

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

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

Educational Training	Essential	Desirable But Not Essential
College		
High School		X
Common School	X	

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

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

25. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete. In my judgment the compensation of this position should be in a range from $ 1020 to $ 1,260 exclusive of allowances mentioned in Question 11.

May 25, (Date), 1923. H. D. Tenney (Signature of head of field office or station) Supt. of Lighthouses. (Title)

GOVERNMENT PRINTING OFFICE 2—12758

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

January 1, 1927.

M. Robert H. Matthews,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective January 1, 1927.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

JAN 12 1927

CLIFFORD HASTINGS

Chief of Appointment Division.

From: $1260 per annum.

To: $1320 per annum.

Service and grade: Field.

Appropriation (unit):

CARDED

C
5

APPOINTMENT DIVISION ENTERED JAN 14 1927 ON JOURNAL DEPARTMENT OF COMMERCE

APPROVED BY THE ACTING SECRETARY 1/1/27

FILE 6093/1

GOVERNMENT PRINTING OFFICE 11—9051

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 31, 1925.

Mr. Robert H. Matthews,

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. GAN[illegible]

Acting Chief of Appointment Division.

Position: Keeper.

Salary: $1260.

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

EK

5th

APPOINTMENT DIVISION ENTERED FEB 5 1925 ON JOURNAL DEPARTMENT OF COMMERCE

CANCELED

FEB 5 - 1925

(CROSS REFERENCE)

Matthews Robert H In accordance with authority

of the Director of the Budget dated June 27, 1924, the salary is re-

adjusted to $1020, effective July 1, 1924.

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

11

CROSS REFERENCE

June 6, 1923, The Bureau of Lighthouses advises the Department of the date of effect of the following changes.

Name	Position	Salary	Nature of change	Effective date.
Robert M. Matthews	keeper	780pa.	increase	May 1, 1923

See file Ltr. on R. Wright.

Form 73a

ICA

REPORT OF TRANSFER OF APPOINTEE LIGHTHOUSES

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

1923 OCT 1 AM 8 58

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES. Fifth DISTRICT.

Baltimore, Md., September 29, 1923. ,19

THE COMMISSIONER OF LIGHTHOUSES:

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

CHIEF CLERK

1923 OCT 2 AM 11 21

Name, Robert H. Matthews, Position, Keeper

From Great Wicomico River L. S. Va To Windmill Point L. S. Va

Previous incumbent, John M. Marchant

Services terminated, Sept. 30, 1923 Reason, Transferred to Stingray Point L. S.

DEPARTMENT OF COMMERCE OCT 2 1923 APPOINTMENT DIVISION

APPOINTMENT DIVISION ENTERED OCT 3 1923 ON JOURNAL DEPARTMENT OF COMMERCE

H. D. King

Superintendent of Lighthouses

,19

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

10-3-23.

11—4598

BUREAU OF LIGHTHOUSES

WASHINGTON

OCT 1 - 1923

Submitted to the Secretary of Commerce for his information.

CARDED

J. S. CONWAY

Acting Commissioner of Lighthouses.

R4

Form 73a

ICA

REPORT OF TRANSFER OF APPOINTEE

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

CHIEF CLERK OCT 12 1923 APPOINTMENT DIVISION
5
1923 OCT 12 AM 8 06

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES. Fifth DISTRICT.

1923 OCT 11 AM 8 51

Baltimore, Md., September 29, 1923. ,19

THE COMMISSIONER OF LIGHTHOUSES:

The following-named employee **will be** transferred as indicated, and **will enter** upon duty at his new station on **or after October 1, 1923.**

Name, **Robert H. Matthews,** Position, **Keeper**

From **Great Wicomico River L. S.** To **Windmill Point L. S.**

Previous incumbent, **John M. Marchant**

Services terminated, **Sept. 30, 1923** Reason, **Transferred to Stingray Point L. S.**

K

Superintendent of Lighthouses 199

ICA Office of Supt. of Lighthouses, Balto., Md., Oct. 10, 1923, 19

The above-referred-to transfer became effective beginning with October 6, 1923.

H. D. King

Superintendent of Lighthouses. 199

11—4598

CARDED

BUREAU OF LIGHTHOUSES

WASHINGTON

OCT 11 1923

K

Submitted to the Secretary of Commerce for his information.

H. B. BOWERMAN MSS

Acting Commissioner of Lighthouses.

199

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

April 23, 1923.

Mr. Robert H. Matthews,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 720 per annum to $ 780 per annum, effective May 1, 1923, (including $60 per annum longevity pay).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER

Acting Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED APR 24 1923 ON JOURNAL DEPARTMENT OF COMMERCE

APR 24 '23

11—8074

P
5th

CARDED U. S. REPORT DATA ENTERED

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES

1923 APR 21 AM 8 31

ICA

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT,

Baltimore, Md., (City.) April 20, 1923 (Date.) 19

COMMISSIONER OF LIGHTHOUSES:

CHIEF CLERK

Action recommended, Promotion due to longevity increase

Name, Robert H. Matthews — Legal residence, Maryland

Position, Keeper — Salary, ($720. p.a. plus $60. longv. 780

1923 APR 21 PM 3 52

DEPARTMENT OF COMMERCE APR 23 1923 APPOINTMENT DIVISION

Location, Great Wicomico River Light Station Vg — Appropriation, Salaries, Keepers of Lighthouses

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

Former position, Keeper — Former salary, $720. p.a. base

Location, Great Wicomico River Light Station Va

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

Previous incumbent, Himself — Services terminated, April 30, 1923

Reason, Mr. Matthews has served 5 years continuously in the Lighthouse Service.

Members of family in Government Service,

Remarks:

APPOINTMENT DIVISION NECESSARY ACTION TAKEN APR 24 1923 DEPARTMENT OF COMMERCE

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

For and in the absence of the Superintendent.

4/23/23

Secretary, Civil Service District.

Assistant Superintendent

BUREAU OF LIGHTHOUSES
WASHINGTON

APR 21 1923

Submitted to the Secretary of Commerce, approved.

APPROVED:

ACTING SECRETARY OF COMMERCE.

H. B. BOWERMAN

Acting Commissioner of Lighthouses.

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

11—2314

Cross Reference

June 10, 1920, The Lighthouse Bureau, Advuses the Department of the dates of effects. of the following changes.

NAME	Position	SALARY	Nature of Change	Letter Date	Effective date of Change.
Farmer, Jos. D.	Keeper	$960.p.a.	Promotion	3/18/20	5/1/20
Casey, John W.	"	$720." " "	Transfer	3/23/20	5/1/20
Johnson, Geo.O.	W	$720 " "	"	4/21/20	5/1/20
Quidley, D.E.	"	$960 " "	Promotion	5/19/20	5/25/20
Groom, H.C.	" "	$140 " "	Transfer	5/18/20	5/16/20
Twiford, J.T.	"q	1080 " "	"	5/18/20	5/16/20
Matthews, R.H.	"	720 " "	Form 73-A	3/15/20	5/1/20

See file of Farmer, Jos. D.

Form 73a

MEM

REPORT OF TRANSFER OF APPOINTEE

MAR 16 1920

LIGHT HOUSES MAR 16 1920

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE ~~INSPECTOR~~ Supt. 5th DISTRICT.

Baltimore, Md., March 15, 1920, 191

1920 MAR 17 PM 2 01

THE COMMISSIONER OF LIGHTHOUSES:

The following-named employee will be transferred as indicated, and will enter upon duty at his new station on May 1, 1920.

Name, Robert H. Matthews — Position, Keeper (Asst)

From Deep Water Shoals L.S., Va. — To Great Wicomico River L.S., Va.

Previous incumbent, Joseph D. Farmer

Services terminated, Close of April 30, 1920. — Reason, Recommended for promotion.

For and in the absence of the Superintendent.

APPOINTMENTS

1920 MAR 17 PM 3 32

J. C. Pugh

Chief Clerk.

, 191

CARDED

APPOINTMENT DIVISION MAR 18 1920

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

3-17-20

11—4598

C. S. REPORT DATA ENTERED

BUREAU OF LIGHTHOUSES

WASHINGTON

MAR 16 1920

Submitted to the Secretary of Commerce for his information.

1920 MAR 17 PM 1 16

Acting Commissioner.

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

CHIEF CLERK 1918 DEC 30 PM 3 01

SUPT. OF LIGHTHOUSES 5TH DIST. BALTIMORE MD. DEC 20 1918

APPOINTMENTS JAN 2 1919

LIGHT DEC 30 1918 HOUSES

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

I, Robert H. Matthews

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.

Robert H Matthews
(Appointee signs here)

[2] Sworn (See below) and subscribed before me, this [3] 19th day of Dec, A. D. 1918

(Affix official seal here)

[4] (Name) H M Clements

(Official title) Notary Public

My commission expires May 25 1918.

Official Title	Annual Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Keeper	Base $ 720. Actual $ 840.	Deep Water Shoals Light Station, Va.
Former[5] Asst. Keeper	Base $ 480.	" " " " " "

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

Office of ~~Lighthouse Inspector~~ Supt., 5th District

Baltimore, Md. (Address) December 28, 1918 (Date)

The above-named appointee entered upon duty on November 1, 1918. (Date)

CARDED

W. D. King
(Signature followed by title)
Supt. of Lighthouses.

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

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

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

[4] This oath should be taken before a justice of the peace, notary public, judge, clerk of a court, a chief clerk in the office of a lighthouse inspector 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 lighthouse inspectors 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

GE[redacted]AL APPOINTMENT—FIXED [redacted]TE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

November 14, 1918.

M r. Robert H. Matthews,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Keeper in the Lighthouse Service at a salary of Seven Hundred and Twenty dollars per annum, effective November 1, 1918.

By promotion from assistant keeper at $480 per annum.

OR BASIS OF THIS ACTION SF[illegible] LETTER DATED 10/7/18 [illegible] ORDER 10935

CARDED

By direction of the Secretary:

Respectfully,

(Signed) Clifford Hastings.

R
Ho

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: New position. (By increase in compensation.)

Legal Residence: Maryland.

APPOINTMENT DIVISION ENTERED NOV 15 1918

McC.

APPOINTMENTS

SEP 11 1918 PM 4 31

Sir:

Referring to report of the service rendered by you on August 7, 1918, in rescuing from drowning four soldiers from Camp Eustis, adrift in a sail boat near the Deep Water Shoals Light Station, Virginia, during a storm, and in saving the boat, the Department takes pleasure in commending you for the excellent service thus rendered, which will be noted on the records as part of your official history.

Respectfully,

E. F. SWEET
Acting Secretary.

Mr. R. H. Matthews,
Assistant Keeper, Deep Water Shoals Light Station, Va.
(Through Commissioner of Lighthouses)

Duke

LIGHTHOUSES---Appointment Division's files
Exact copy as signed by E. F. SWEET
Mailed SEP 11 1918 by

DEPARTMENT OF COMMERCE

PERSONAL QUESTION SHEET

Inspector
Supt.
Chief Clk.
1 A Supt.
2 A Supt.
3 A Supt.
Draftsman
Foreman
Mech.
Hydrog.
Accounts
Ordering
Personnel
Cost Kpg.
File Clk.
Messenger
Etc.

L. H. INSPECTOR JUN 1 1918 BALTIMORE MD.

LIGHT HOUSES JUN 3 1918

JUN 3 1918 9 35 AM

(To be furnished for each person appointed in the service of the Department immediately upon entrance on duty. The statement should be signed by the appointee or employee. 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, it should be so stated.)

Robert Harold Matthews

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

3. Bureau or Service, place, and district in which employed:

Lighthouse Service — Asst Keeper — Deep Water Shoals Lt. Sta. — 5th District.

(Bureau or Service. Place (city, town, station, or vessel). District.)

4. Position to which appointed. Asst Keeper

5. Compensation Not paid XXXXXXXXXXXXXXX $480. per an. (base)

6. Appropriation from which paid. Salaries, Keepers of Lighthouses

7. In what manner did the employee enter the service? (Examples: "From stenography and typewriting examination ——, 191—;" or "Without examination;" or "By reinstatement;" or "By transfer from ——," stating Department, Bureau or Service, position, and salary, if known.)

From Asst. Kpr. exam., 5th L-H Dist., April 9, 1918

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

Balto — Maryland — ——— — 8th Ward — 3rd Cong. Dist.

(City or town. State or Territory. County. Congressional district.)

9. When the legal residence given in answer to question 8 differs from that given in the certificate of appointment, the discrepancy should be explained.

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

11. Where were you born? Virginia

12. When were you born? October 14 1873

(Month. Day. Year.)

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

CARDED

14. What is your marital condition? Single

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

Mrs Edna Brooks Matthews — Hallieford Va.

(Name. Number and street.)

——— — ———

(City or town. State or Territory.)

11—1434

16. Are there any members of your family, besides yourself, in the civil service of the United States? No

(If answer is "Yes," give 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.
		Position		
		Department or office		
		Position		
		Department or office		
		Position		
		Department or office		

17. Have you any physical disabilities? (If so, describe briefly. If you have defective eyesight, state whether corrected by glasses.) No

18. Have you ever held any other position in the civil service of the United States? (If so, give below the Department and Bureau or Service in which you served, the position held, the salary you received, and the dates of your appointment and separation from the service.)

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.
No					

19. Do you hold any State or municipal office? (If so, state name of such office and compensation attached.) No

20. Were you in the military or naval service of the United States during any war? (If so, give the information called for by the blanks below.)

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
No			

21. 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. Did not so serve

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

22. Are you the widow or orphan of an honorably discharged soldier or sailor? No (If answer is "Yes," give the information called for by the blanks below.)

Relationship (widow or orphan).....

Name under which soldier or sailor rendered service .....

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

23. What was your occupation prior to entering the United States civil service? (It is intended that the answer to this question shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service indicated in answer to questions 18, 19, 20, and 21.)

Carpenter with B & O R R Co.

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

High School

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

Carpenter

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

Asst. Kpr., L.S., April 9, 1918

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

yes. Typewritten additions by clerk, Inspr.'s Office taken from appointee's application form.

Date, May 30th, 1918

Witness (in case signature is by mark):

(Signature) Robert H. Matthews

P. O. Address: Halliford
City or town. Va
Number and street.
Rot No. 56.
State or Territory.

(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.)

FROM

Reviewed, approved, and forwarded June 1, 1918

(Signature) W. D. King

(Official title) Lighthouse Inspector 1st

11—1434

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

L. H. INSPECTOR JUN 1 1918 BALTIMORE MD.

LIGHT JUN 8 1918 HOUSES

JUN 3 1918 9 35 AM CHIEF CLERK

I, Robert H. Matthews

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.

☞ Robert H Matthews
(Appointee signs here)

1918 JUN 13 AM 10 10

[2] Sworn to (See below) and subscribed before me, this[3] 31st day of May, A. D. 1918

(Affix official seal here)

[4](Name) W B Smith

(Official title) Clerk U S Court

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present Assistant Keeper	$480. per an.	Deep-Water Shoals Light Station, Va.
Former[5] None		

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

REOM

CARDED

Inspector
Supt.
Chief Clk.
1 A Supt.
2 A Supt.
3 A Supt.
Draftsman
Foreman
Mech.
Hydrog.
Accounts
Ordering
Personnel
Cost Kpg.
File Clk.
Messenger
File

OFFICE OF LIGHTHOUSE INSPECTOR, 5th DISTRICT

Baltimore, Md., (Address), June 1, 1918 (Date)

The above-named appointee entered upon duty on May 1 (Date) 1918

H D King
(Signature, followed by title)
Lighthouse Inspector

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

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

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

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

[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

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

May 1, 1918.

Mr. Robert H. Matthews,

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 (b) of section 1 of civil-service rule VII, as Assistant Keeper in the Lighthouse Service at a salary of Four 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 local Civil Service Board for the Fifth Lighthouse District.

By direction of the Secretary:

Respectfully,

(SIGNED) W. S. GILCHRIST

Acting Chief of Appointment Division.

NC

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Thomas J. Crapper.

Legal Residence: Maryland.

(See reverse side.)

APPOINTMENT DIVISION ENTERED MAY 1 - 1918 ON JOURNAL DEPARTMENT OF COMMERCE

CARDED

11—5980

REOM

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FOURTH DISTRICT
APR 16 1918
Received

LIGHT
APR 26 1918
HOUSES

OFFICE OF LIGHTHOUSE INSPECTOR, 5th DISTRICT.

Baltimore, Md., April 13, 1918
(City.) (Date.)

CHIEF CLERK

THE COMMISSIONER OF LIGHTHOUSES:
(Thru the Secretary, Fourth Civil Service District)
Action recommended, Probationary appointment

Name, Robert H. Matthews

Legal residence, Md.

APPOINTMENTS
1918 APR 30 PM 2 57

Position, Assistant Keeper

Salary, $480. per an. (base)

Location, Deep-Water Shoals, Va.

1918 APR 30 PM 3 31

Appropriation, Salaries, Keepers of Lighthouses.

Effective May 1, 1918

{ ~~the actual date of entrance on duty~~ or as soon thereafter as he enters on duty.

Former position, None

Former salary,

Location,

Rank on eligible list, 1 Rating, Asst. Kpr. Percentage, 90.8, Other eligibles considered:
E.Midgett, FR. His name will be dropped from register if no reply by close of Apl.22
C.Finck, FR do.
C.R.Payton FR do. (See under REMARKS)
Previous incumbent, Thomas J. Crapper Services terminated with close of Apl. 30, 1918

Reason, Resignation

Members of family in Government Service, None

Remarks: B.T.Curtis FR His name will be dropped from register if no reply by Apl.22
E.D.Payne FR do.
L.E.Bozman C
R.T.Howeth C

APPOINTMENT DIVISION NECESSARY ACTION TAKEN MAY 1 - 1918 DEPARTMENT OF COMMERCE

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

Quarters not allowed to the family of an asst. kpr., this station.

R. H. Fisher
Secretary,

FOURTH
Civil Service District.

H. D. King
Lighthouse Inspector.

BUREAU OF LIGHTHOUSES
WASHINGTON

APR 29 1918

Submitted to the Secretary of Commerce, approved.

1918 APR 30 PM 2 56

Acting Commissioner

1 Strike out the clause which does not apply.

11—2314