LIGHTHOUSE SERVICE/LIFESAVING SERVICE—RECORDS CHECKED

Employee Name: _____ **DOB:** _____

Records checked:

Agency: Commerce 6028	Area: Bay 10, Lower Catwalk	positive	negative
Agency: Commerce 6029	Area: Bay 10, Lower Catwalk	positive	negative
Agency: Old Commerce	Area: Bay 10, Lower Catwalk	positive	negative

AND

Agency: Treasury 2189	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Treasury 2188	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Old Treasury	Area: Bay 13, Lower Catwalk	positive	negative

If Negative:

Agency: Treasury SRCs series 1	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Treasury SRCs series 2	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Treasury SRCs series 3	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Coast Guard SRCs	Area: Bay 13, Lower Catwalk	positive	negative

If Negative:

CMRS: possible CG service	Area: _____	positive	negative
ARCIS: _____	Area: _____	positive	negative

Notes: _____

Robert McKlem

STATE FROM WHICH APPOINTED
Oregon

INACTIVE

STATUS

DESIGNATION	SALARY	OFFICE, BUREAU, OR DIVISION	DATE APPOINTED
3 A K of Destruction Isd. Wash, (Prob)	$550 pa	Light-House	Oct. 1-07.
2 " " " "	600 "	"	May 1. 1909
Asst. Keeper, Desdemona Sands L.S. Oreg.	$50 Mo.	"	May 1, 1910.
" " Sentinel Isl. L.S. Alaska	700.	"	Aug 22. 1910
Resigned eff May 31. 1913			
Reinstated Keeper Eldred Rock Lt. Alaska	#1008	LIGHT-HOUSE	Aug. 23, 1916.
Resigned close June 26, 1918.			
add'l Keeper TEMPORARY Cape St Elias Stn	1500	L.H.	July 12, 19
Keeper reins Cape St Elias Stn	1200	L.H.	July 12, 1917.
RESIGNED CLOSE OF Nov. 3, 1919			

INACTIVE

11—1248

Department of Commerce and Labor

EAC.
File No. 11137.

LIGHT-HOUSE BOARD

Washington

OFFICE OF THE CHIEF CLERK
RECEIVED
OCT 16 1907
DEPT OF COMMERCE AND LABOR

15 October, '07.

DIVISION OF APPOINTMENTS
RECEIVED
OCT 16 1907
DEPT. OF COMMERCE & LABOR

The Honorable,

The Secretary of Commerce and Labor.

Sir:-

The Board has the honor to ask the probationary appointment of Mr. Robert McKlem of Oregon, to the position of Third Assistant Keeper of Destruction Island, Wash., Light-Station, with pay at the rate of $550 a year, to date from 1 October, '07, the date of his entrance on duty, in the place of Mr. John W. Collins, promoted. Sept 1. 07

Mr. McKlem has passed the required Civil Service examination, obtaining a rating of 84 per cent in Class I.

Respectfully,

J. M. Helm

Commander, U.S.N.,

Naval Secretary.

3 L "

OFFICE OF THE CHIEF CLERK
FORWARDED
OCT 16 1907
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR

INDEXED.

DIVISION OF APPOINTMENTS
APPOINTMENT WRITTEN
OCT 16 1907
DEPT OF COMMERCE AND LABOR

on eligible list.

Considered with:

Alphues Jewett

Andrew Thomson

13th Insp.

PROBATIONARY APPOINTMENT—PRIOR DATE

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

11137

October 16, 1907.

Mr. Robert McKlem, of Oregon, having qualified under the civil-service regulations, is hereby appointed Third Assistant Keeper of Destruction Island Light-Station, Wash., in the Light-House Service, with compensation at the rate of Five Hundred and Fifty dollars per annum, for a probationary period of six months, effective beginning October 1, 1907, he having entered upon duty on that date and since continuously served in the above-mentioned position. (vice John W. Collins.)

Retention in the service after the expiration of probationary period shall be equivalent to absolute appointment.

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

CARDED

Frances O. Murray
Assistant Secretary.

11—1913

The Light-House Board.

Lw
D

DIVISION OF APPOINTMENTS
REPORTED
OCT 17 1907
TO DISBURSING CLERK
DEPT OF COMMERCE AND LABOR

CHANGE REPORTED
OCT 1907
C. S. COMMISSION.

Form 111

OATH OF OFFICE

(PRESCRIBED BY SECTION 1757, REVISED STATUTES)

JAN 31 190[illegible]
LIGHT HOUSE BOARD
Received.

OFFICE OF THE CHIEF CLERK
RECEIVED
FEB 1 - 1908
DEPT OF COMMERCE AND LABOR

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

I, Robert McKlem do solemnly[a] swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter: **So help me God.**

Robert McKlem

Light House Board,
Entered upon duty.
Date 1 October, 1907
W. A. Gwynn
Acty Chief Clerk.

[b]Sworn to and subscribed before me, this 23rd day of January, A. D. 1908

[c]Name: S. J. Luke

Official title Notary Public in and for the State Washington Residing at Port Ang.

Affix official seal.

NOTARY PUBLIC STATE OF WASHINGTON
COMMISSION EXPIRES MAY 3, 1909

NAME OF OFFICE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
3rd Ass't Keeper	Destruction Island, Washington	Ireland.	Oregon.

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

In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk.

11—944

CANCELED

OFFICE OF THE CHIEF CLERK
FORWARDED
FEB 1 - 1908
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR

Enclosure.

MAR 23 1908 LIGHT-HOUSE BOARD Received.

PERSONAL QUESTION SHEET

Department of Commerce and Labor

OFFICE OF THE SECRETARY

Washington

December 17, 1906.

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

For the purpose of enabling the Department to maintain a complete record of its officers and employees, you are requested to have every person hereafter appointed or employed in your Bureau, immediately upon his entrance on duty, answer each of the questions in Part I of this form and sign the same. The officer in immediate charge should review the information given by the appointee or employee, and if correct, should forward the form to the Chief of the Bureau without delay. The information called for by the questions in Part II should then be supplied and the form forwarded to the Department.

CARDED.

Oscar S. Straus

Secretary.

DIVISION OF APPOINTMENTS RECEIVED MAR 25 1908 DEPT OF COMMERCE AND LABOR
DIVISION OF APPOINTMENTS RECEIVED MAR 24 1908 DEPT OF COMMERCE AND LABOR
DIVISION OF APPOINTMENTS RECEIVED MAR 25 1908 DEPT OF COMMERCE AND LABOR

PART I.

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

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

Mr Robert McKlem

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

Robert McKlem

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

Astoria (City or town.) Oregon (State or Territory.) Clatsop (County.) ____ (Congressional district.)

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

5. Where were you born? Belfast Ireland

6. When were you born? May (Month) 24th (Day.) 1879 (Year.)

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

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

Name.	Relationship.	Department.	Bureau or Service.	Position.
No	No	No	No	No

9. If you were appointed through a civil service examination, state, as near as you recollect, the name and date of the examination. If not so appointed, state how you entered the service. (Examples: "By reinstatement," or "by transfer from ——," stating Department, Bureau or Service, position, and salary, if known.)

Competitive examination Sept 5th 1907.

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

No.

11. 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.)

No

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

Regiment and company, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
Troop F. 2nd Vol. Cav	May 5th 1898	Oct 24th 1898	Mustered out

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

Regiment and company, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
Troop C. 4th U.S. Cav.	May 20th 1899,	Transfer on July 28th 1901 to	
Troop B. 5th U.S. Cav	" "	May 28th 1902	Expired enlistment.

14. What was your occupation prior to entering the United States civil service? (It is intended that the answer to this question shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service for the Government, indicated in your answers to questions 11, 12, and 13.)

Worked in Sawmill and Carpenter trade from June 1902, until May 1907, From May 1907 until Sept 1907 Seaman, U.S. Light Vessel No. 50.

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

Public School.

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

Carpenters Helper

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

Examination, Sept. 5th 1907 for Assistant Light House Keeper

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

Yes

19. State the date upon which the above blanks were filled. Feb 12th, 1908

Witness:

In case signature is by mark.

(Signature) Robert McKlem

P. O. Address: Astoria
City or town.
Destruction Island Light Station
Number and street.
Oregon
State or Territory.

Reviewed, approved, and forwarded 16 March, 1908

(Signature) R. J. Verdier
Commander, U. S. N.,

(Official title) Inspector 13th L.H. District.

PART II.

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

1. State the Bureau or Service, place, and district in which the person who answered the foregoing questions is employed.

Light-House Service. (Bureau or Service.) Destruction Island, Wash. (Place (city, town, or station).) Thirteenth. (District.)

2. To what position has he been appointed? Third Assistant Keeper.

3. State the date of appointment. 16 October, 1907.

4. State the date the appointment was effective. (If appointment was made to take effect on date of oath, so state.)

Effective beginning 1 October, 1907.

5. State the date of the oath. 23 January, 1908.

6. State the date the appointee or employee entered on duty. 1 October, 1907.

7. What is his salary? $550# per annum.

8. From what appropriation is he paid? Salaries of Keepers of Light-Houses.

9. Is the position excepted, competitive, or unclassified under the civil service rules? Competitive.

10. If classified, state the date of classification. 6 May, 1896.

11. In what manner did the appointee or employee enter the service? Examples: "From stenography and typewriting examination;" or "without examination;" or "by reinstatement;" or "by transfer from ——," stating Department, Bureau or Service, position, and salary, if known.)

Appointed through examination for Assistant Keeper, Light-House Service, dated 5 Deptember, 1907.

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

(Signature) R. J. Verdier
Commander, U. S. N.,

Date: 16 March, 1908

(Official title) Inspector 13th L.H. District

11—1434

Department of Commerce and Labor

EAC.
11137

LIGHT-HOUSE BOARD
Washington

Robert McKlem,
promotion.

May 12, 1908.

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

Department of Commerce and Labor
DIVISION OF APPOINTMENTS
MAY 13
1908
AM PM

The Honorable,

The Secretary of Commerce and Labor.

Sir:-

The Board has the honor to ask the promotion of Mr. Robert McKlem, of Oreg., from third assistant keeper at Destruction Island Light-Station, Wash., at $550 a year, to second assistant keeper at Destruction Island Light-Station, Wash., at $600 a year, effective beginning May 1, 1908, the date of his entrance on duty, in the place of Mr. John W. Collins, who is this day recommended for promotion.

Respectfully,

Captain, U.S.N.,

Naval Secretary.

INDEXED

OFFICE OF THE CHIEF CLERK
FORWARDED
MAY 13 1908
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR

DIVISION OF APPOINTMENTS
APPOINTMENT WRITTEN
MAY 13 1908
DEPT OF COMMERCE AND LABOR

GENERAL APPOINTMENT--PRIOR DATE

11137

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

May 13, 1908.

Mr. Robert McKlem, of Oregon, is hereby appointed Second Assistant Keeper of Destruction Island Light-Station, Wash., in the Light-House Service, at a salary of Six Hundred dollars per annum, this appointment to be effective beginning May 1, 1908, he having entered upon duty on that date and since continuously served in the above-mentioned position. (vice John W. Collins.)

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

(By promotion from Third Assistant Keeper of Destruction Island Light-Station, Washington, at $580 per annum.)

CARDED

DIVISION OF APPOINTMENTS
REPORTED
MAY 14 1908
TO DISBURSING CLERK
DEPT OF COMMERCE AND LABOR

Acting Secretary.

Date of oath: , 190

11—1774

The Light-House Board.

CHANGE REPORTED
MAY -- 1908
U. S. COMMISSION.

Le
D

Form 111

enclosures.

LIGHT HOUSE BRANCH
RECEIVED
JUN 9 1908

OATH OF OFFICE

(PRESCRIBED BY SECTION 1757, REVISED STATUTES)

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

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

No. 11137

DIV. OF APPOINTMENTS
RECEIVED
JUN 12 1908
DEPT OF COMMERCE AND LABOR

I, ROBERT McKLEM

do solemnly[a] swear *that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter:* ***So help me God.***

Robert McKlem

Light House Board,
Entered upon duty.
Date May 1, 1908

[b] Sworn *and subscribed before me,*
this 2d *day of* June, *A. D. 190*8

W. H. Underwood
Chief Clerk.

C. J. CURTIS
NOTARY PUBLIC
STATE OF OREGON

Affix official seal.

[c] *Name:* C. J. Curtis

Official title: Notary Public for Oregon

NAME OF OFFICE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
Second Assistant Keeper	Destruction Island Washington.	Ireland	Oregon.

CARDED

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

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

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

In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk.

11—944

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

Department of Commerce and Labor

LIGHT HOUSE BOARD
JUN 14 1909
NO.

EFFICIENCY REPORT

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

1. Bureau Light-House Establishment
2. Where employed Light-Station Destruction Island Wash.
3. Name McKlem, Robert
4. Where born Ireland
5. Age 30
6. Position Second Assistant Keeper
7. Compensation $600 p.a.
8. When appointed (a) October 1 , 1907
9. How appointed (b) Through Civil Service Examination
10. Appointed from — State Oregon; Congressional District Second; County Clatsop — O.R.
11. Status under Civil Service Rules (c) Classified Competitive
12. Is the employee an honorably discharged soldier or sailor? No
13. Other Government service Seaman L. V. No. 50, May to September, 1907. Troop F, 2d Vol.Cal. May 5, 1898 to October 24, 1898. Troop E, 4th U. S. Cav. May 20, 1899 to May 28, 1902. July 28, 1901 transferred to Troop B, 45th U. S. Cav.
14. Duties (describe fully) Second Assistant Keeper
15. Efficiency — Quantity of work (d) 10/10; Quality of work (e) Excellent; Interest manifested in work (f) Excellent — CORRECT
16. Is this employee fully earning the salary he is now receiving? Yes
17. Remarks (g)

CAPTAIN, U. S. N.
NAVAL SECRETARY

Lt. Colonel, Corps of Engineers, U. S. Asspector, 13th Light-House District
Head of Bureau or Office.

JUN 7 - 1909, 19

Engineer Secretary.

11—3005

Form 73 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

DIVISION OF APPOINTMENTS RECEIVED FEB 17 1910 DEPT OF COMMERCE AND LABOR

R. Office of the Inspector, 13th L. H. Dist.,

OFFICE OF THE CHIEF CLERK RECEIVED FEB 17 1910 DEPT OF COMMERCE AND LABOR

The Light-House Board, Portland, Oregon,

Washington, D. C. February 8, 1910.
(Date)

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

of (2) Robert McKlem (Name of person—letter for letter—as reported to Board) of (3) Oregon (State of legal residence)

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

at (5) Destruction Island Light-Station, Washington,
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)

at (6) $600 per yr. (Salary now paid) to (7) Assistant Keeper (Official title of position, as Keeper, First Assistant Keeper, etc.)

at (8) Desdemona Sands Light-Station, Oregon, (Official name of aid, as given in Light List, as Absecon Light-Station, N. J.) at

(9) $50 per mo. (Salary recommended), effective beginning (10) March 1, 1910, (~~the date of his entrance on duty~~) (or as soon thereafter as he enters on duty)
(Strike out the clause not appropriate)

in the place of (11) Earl C. Bryan (State name of *last* person holding position)

who (12) is to be transferred (Died, transferred, resigned, dismissed, etc.) on (13) Feb. 28, 1910. (Last day of service)
March 1, 1910 or soon

No member of Mr. McKlem's family is in the Government service.

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

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

was considered with (18) .....

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

In the absence of the Inspector and by his direction.
Respectfully,

Chief Clerk to Inspector.

Eff 17.10 E o/c

OFFICE OF THE CHIEF CLERK FORWARDED FEB 17 1910 TO APPOINTMENTS DEPT OF COMMERCE AND LABOR

BTD 11137

Department of Commerce and Labor

LIGHT-HOUSE BOARD

February 16, 1910., ~~190~~

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

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

DIVISION OF APPOINTMENTS APPOINTMENT WRITTEN FEB 19, 1910 DEPT OF COMMERCE AND LABOR

11—2314

GENERAL APPOINTMENT—WITHOUT FIXED DATE

11137

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

February 19, 1910.

Mr. Robert McFlem, of Oregon, is hereby appointed Assistant Keeper of Desdemona Sands Light-Station, Oregon, in the Light-House Service, with compensation at the rate of Fifty dollars per month, effective beginning March 1, 1910, or as soon thereafter as he enters on duty. (vice Earl C. Bryan.)

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

(By transfer from Second Assistant Keeper of Destruction Island Light-Station, Washington, at $600 per annum.)

Acting Secretary.

The Light-House Board.

APPOINTMENT DIVISION. REPORTED FEB 21 1910 TO DISBURSING CLERK DEPT OF COMMERCE AND LABOR

CHANGE REPORTED MAR — 1910 U.S. COMMISSION.

Le
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CARDED.

Form 111

OATH OF OFFICE

(PRESCRIBED BY SECTION 1757, REVISED STATUTES)

LIGHT HOUSE BOARD
MAY 16 1910
NO. 11137
Enclosure.

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

DIVISION OF APPOINTMENTS
RECEIVED
MAY 25 1910
DEPT. OF COMMERCE AND LABOR

I, ROBERT McKLEM

do solemnly[a] swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter: So help me God.

Robert McKlem

C. J. CURTIS
NOTARY PUBLIC
STATE OF OREGON

[b] Sworn to and subscribed before me, this 14 day of MAY, A. D. 1910.

(Affix official seal here.)

[c] (Name:) C J Curtis

(Official title) Notary Public for Oregon

Official Title.	Name of Station.	State or Country in which born.	State or Territory from which appointed.
Ass't Keeper $50 per month.	Desdemona Sands Light-Station, Ore.	Ireland.	Oregon.

OFFICE OF THE CHIEF CLERK
FORWARDED
MAY 25 1910
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR

Office of the Inspector, 13th Light-House District,

Portland, Oregon (Address.), May 10, 1910. (Date.)

The above-named appointee entered upon duty on May 1, 1910. (Date.)
In the absence of, and by direction of the Inspector.

(Signed:) C E Clark

CARDED

Chief Clerk.

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

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

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

NOTE CAREFULLY.

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

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

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

11—944

L.

Ent'd MAY 25 1910

Form 73 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

Office of the Inspector, 17th L. H. Dist.,
Portland, Oregon.
August 29, 1910.
(Date)

Commissioner,
~~The Light-House Board,~~
Bureau of Light-Houses,
Washington, D. C.

Sirs: I have the honor to recommend the (1) transfer and promotion
(Probationary appointment, transfer, promotion, etc.)
of (2) Robert McKlem of (3) Oregon
(Name of person—letter for letter—as reported to Board) (State of legal residence)
from (4) Assistant Keeper
(Official title of present position, as Keeper, First Assistant Keeper, etc.)
at (5) Desdemona Sands Light-Station, Oregon,
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
at (6) $ 50 per mo. to (7) Assistant Keeper
(Salary now paid) (Official title of position, as Keeper, First Assistant Keeper, etc.)
at (8) Sentinel Island Light-Station, Alaska at
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
(9) $ 700 per yr., effective beginning (10) August 22, 1910, (the date
(Salary recommended)
of his entrance on duty) (~~or as soon thereafter as he enters on duty~~);
(Strike out the clause not appropriate)
in the place of (11) Antone Peterson
(State name of *last* person holding position)
who (12) was transferred on (13) August 5, 1910.
(Died, transferred, resigned, dismissed, etc.) (Last day of service)
Mr. (14) No member of Mr. McKlem's family is in the Government service. stands No. (15) in list of eligibles,
Class (16), with an average of (17) per cent, and
was considered with (18)
(19) letters of declination of herewith.

IN THE ABSENCE OF, AND BY DIRECTION OF THE INSPECTOR.
Respectfully,

R. C. Hank
Chief Clerk to Inspector.

Department of Commerce and Labor

~~LIGHT-HOUSE BOARD~~
BUREAU OF LIGHT-HOUSES

SEP - 3 1910, 190

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

9-6-10

G. R. Putnam
Commissioner

11—2314

GENERAL APPOINTMENT—PRIOR DATE.

Department of Commerce and Labor
OFFICE OF THE CHIEF CLERK
Washington

September 7, 1910.

Sir:

You have been appointed, subject to taking the oath of office,

Assistant Keeper of Sentinel Island Light Station, Alaska

in the Light-House Service,

at a salary of Seven Hundred dollars per annum,

effective August 22, 1910, on and after which date

you have continuously served in the above-mentioned position.

(Vice Antone Peterson.)

(By transfer from Assistant Keeper of Desdemona Sands Light-Station, Texas, at $55 per month.)

RECEIVED REPORTED
SEP 11 1910
U. S. COMMISSION.

By direction of the Secretary:

CARDED

APPOINTMENT DIVISION
REPORTED
SEP 8 - 1910
TO DISBURSING CLERK
DEPT. OF COMMERCE AND LABOR

Respectfully,

Chief Clerk.

Mr. Robert Miller,

Through the Superintendent of Light-Houses.

Appropriation:

16—1774

Form 111

OATH OF OFFICE

(PRESCRIBED BY SECTION 1757, REVISED STATUTES)

BUREAU OF LIGHT-HOUSES
OCT 17 1910
DEPT OF COMMERCE AND LABOR.

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

I, ROBERT McKLEM

do solemnly [a] 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 McKlem
(Appointee signs here.)

S. G. HOLL NOTARY PUBLIC DISTRICT OF ALASKA

[b] Sworn to (See below.) and subscribed before me, this 4th day of October, A. D. 1910.

(Affix official seal here.)

[c] (Name:) S. G. Holl

(Official title:) Notary Public in and for the District of Alaska, residing at Juneau.

Official Title.	Pay.	Name of Station.	State or Country in which born.	State or Territory from which last appointed.
Ass't Keeper	$700 per yr.	Sentinel Island Lt-Sta., Alaska.	Ireland.	Oregon.

(The above should be filled in by the district officer.)

OFFICE OF THE Inspector, 16th LIGHT-HOUSE DISTRICT,

PORTLAND, OREGON. (Address.), October 12, 1910. (Date.)

The above-named appointee entered upon duty on Aug. 22, 1910. (Date.)

CARDED

(Signed:) C. W. Tillman
Commander, U.S.N.,
Inspector 16th L.H. District.

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

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

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

DIVISION OF ACCOUNTS
RECEIVED
OCT 20 1910
DEPT OF COMMERCE AND LABOR

NOTE CAREFULLY.

The oath may be taken any time prior to the payment of compensation, but no compensation should be paid until the oath is executed in proper form.

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

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

Ent'd OCT 18 1910

READ THE INSTRUCTIONS ON PAGE 3

Department of Commerce and Labor

EFFICIENCY REPORT June 5, 1911.

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

1. Name Robert McKlem 2. Age 31 (Last birthday.)

3. Bureau of Lighthouses 4. Position Assistant Keeper

5. Compensation $700. 6. Where employed Sentinel Island Light-Station

7. When appointed (*a*) Aug. 22,1910 8. How appointed (*b*) By Transfer and Promotion

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

10. Is the employee an honorably discharged soldier or sailor? Yes

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

12. Other Government service May 6, 1907 to October 1, 1907, Seaman on Columbia River Light Vessel No. 50. 2nd U.S.V.Cav. 1898, 5 months 19 days. Fourth and Fifteenth Cav. May 20, 1899 to May 28, 1902.

13. Duties (describe fully) To assist in care of buildings and all government property at station and to see that light is kept burning brightly from sunset to sunrise.

14. Has the employee special qualifications? Not that I am aware of. If so, state them

15. Efficiency (*d*):

	Averages.	Relative weights.	Products of averages multiplied by weights.
Quantity of work	100	2	200
Quality of work	85	3	255
Interest manifested in work (see also Question 17)	100	3	300
Attendance		~~2~~	
Total		8 ~~10~~	755
Average percentage			94.4

DIVISION OF APPOINTMENTS RECEIVED JUN 20 1911 DEPT OF COMMERCE AND LABOR

17—4259

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

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

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

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

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

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

20. Remarks: (*e*) Has proven himself a reliable and efficient keeper.

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

E. W. Tillman

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

E. W. Tillman

Commander, U. S. Navy,
INSPECTOR, 16th LIGHT-HOUSE DISTRICT

G. L. B. Putnam

Chief of Bureau or Office.

11—4259

TSC

Form 93

LETTER TRANSMITTING RESIGNATION

ABE

Department of Commerce ~~and Labor~~

LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, 16th DISTRICT,

Ketchikan, Alaska, April 24 1913

THE COMMISSIONER OF LIGHTHOUSES:

There is transmitted herewith the resignation of the following-named employee:

Name, Robert Mc Klem Position, Assistant Keeper

Legal residence, Oregon Station, Sentinel Island Lt-Station, Alaska

Salary, $700 per annum

The acceptance of this resignation is recommended effective at the close of May 31, 1913

Remarks: This employe has not had annual leave during the present calendar year in excess of that accrued.

Leave 0

In the absence and by direction of the Inspector

Milo Hoadley

Superintendent

Department of Commerce and Labor

BUREAU OF LIGHTHOUSES

WASHINGTON MAY 2 1913

Respectfully submitted to the Secretary of Commerce ~~and Labor~~, approved. 11—4623

E. C. Gillette

Acting Commissioner

DIVISION OF APPOINTMENTS Resignation Accepted MAY 1913 DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES MAY 2 1913 DEP'T OF COMMERCE

CHIEF CLERK RECEIVED MAY 5 1913 DEP'T OF COMMERCE

CHIEF CLERK FORWARDED TO MAY 5 1913 APPTS. DEP'T OF COMMERCE

APPOINTMENTS RECEIVED MAY 5 - 1913 COMMERCE

Department of Commerce and Labor
LIGHTHOUSE SERVICE

OFFICE OF INSPECTOR
APR 23 1913
16th Lighthouse District

SIXTEENTH DISTRICT

Sentinel Island
(Station, Depot, or Vessel.)

April 20th, 1913

BUREAU OF LIGHTHOUSES
MAY 2 1913
DEP'T OF COMMERCE

Light-House Inspector.
16th Lighthouse District.
Ketchikan. Alaska.

Sir:-

I tendir you my resignation from the Lighthouse Service. effectiv. not later than June 1st 1913. And desire a Discharge certificate upon my separation from the service. in accordance with instructions on page (5) fifth. Instructions to Light-Kupers

My reason for leaving the service is on account of a cold. from last November. which settled on my lungs. And there is no medicine here to cure it. let alone any instructions to take what medicines that are here. While I prefer to remain in the service in prefrance to other work. My present condition demands a change of climate in a warmer climate. that is

not so damp and chilly as this alaska climate. And to recive pirmanent relief I must go south. and remain there for a longer period of time. than is allowed me if I taken a regular vacation which is allowed Light Kupers. annually with pay.

Later on. when I am fit to stand this climate for two or three years steadily. I may return to the service if allowed to reenter the service again.

I belive I am giving ample and sufficient time and notice. so as to cause no embarrassment to the service. in my wishing to be relieved not later than June 1st

Mr Bittaker will most likely return for duty. before June 1st. But if he does not return again. I cannot remain here any longer than up to May 31st 1913. And I would appreciate the information from the Inspector if I can get away sooner?

Respectfully

Robt M Klem

Asst Kuper.

May 5, 1913.

Sir:

Having tendered your resignation as assistant keeper of Sentinel Island Light Station, Alaska, at $700 per annum, the Department has accepted the same, upon recommendation of the Acting Commissioner of Lighthouses, effective at the close of May 31, 1913.

By direction of the Secretary:

Respectfully,

(SIGNED) GEO. W. LEADLEY,

Chief of Appointment Division.

Mr. Robert McKlem,
Through the Commissioner of Lighthouses.

CARDED.

APPOINTMENT DIVISION. REPORTED MAY 6, 1913 TO DISBURSING CLERK DEPT OF COMMERCE

CHANGE REPORTED MAY 1913 U. S. COMMISSION.

C
F

Form 73

ABE

NOMINATION.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, 16th DISTRICT,

Ketchikan, Alaska, July 17 191 6
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Reinstatement

Name, Robert Mc Klem — Legal residence, Oregon

Position, Keeper — Salary, $1008 A.

Location, Eldred Rock Light Station, Alaska — Appropriation, Salaries of Keepers of Lighthouses

Effective August 1, 1916 { ~~the actual date of entrance on duty,~~ or as soon thereafter as he enters on duty.

Former position, Assistant Keeper — Former salary, $700 A.

Location, Sentinel Island Lightstation, Alaska Resigned May 31, 13

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

Previous incumbent, Carl E. Peterson — Services will be terminated, July 31, 1916

Reason, recommended for transfer and promotion to position Keeper, Cape St. Elias Lt-Sta.

Members of family in Government Service, None

Remarks: Mr. McKlem is eligible for reinstatement without time limit as he served and was honorably discharged as a soldier in the Spanish-American War (Rule IX -(a) Civil Service Act, Rules &Orders)

Selection regular, subject to the action of the U. S. Civil Service Commission. , 191

In the absence and by direction of the Inspector

A B Edmonds
Chief Clerk

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

JUL 26 1916

7-28-16

Submitted to the Secretary of Commerce, approved.

N. B. Bowerman
Acting Commissioner

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

11—2314

Form 381.
May, 1910.

REQUEST FOR REINSTATEMENT.

DEPARTMENT OF COMMERCE
[Department, Commission, or Office.]

Washington, D. C., July 28, 1916.

To the U. S. Civil Service Commission:

Request is made for certificate under Rule IX for the reinstatement of Robert McKlem, a legal resident of the State (or Territory) of Oregon, to the position of Keeper of Eldred Rock Light/Station, Alaska, now vacant (or to become vacant on), at a salary of $1008 p. a., in the Lighthouse Service [Bureau or Office.], for which a certification of eligibles has not been requested.* Mr. McKlem was, without delinquency or misconduct on his part, separated by resignation [Removal or resignation.] on May 31, 1913, from the position of Assistant Keeper of Sentinel/Island Light Station, Alaska, at a salary of $700 p. a., in the Lighthouse Service. [Bureau or Office.]

MEMBERS OF FAMILY IN THE SERVICE OF THE UNITED STATES:

None.
[State degree of relationship and where employed.]

MILITARY OR NAVAL RECORD.

Regiment Troop F, 2d Vol. Cav. Company

Vessel Date of honorable discharge October 24, 1898.

By direction of the Secretary:
Signature: (SIGNED) GEO. C. HAVENNER

Official title: Chief Clerk.

R
C

*If a certification has been requested, the date should be given. When a requisition has been made under section 1 of Rule VII for a certification of eligibles, and the Commission, at the request of the Department, has made public announcement of an examination to secure such eligibles, the vacancy shall not thereafter be filled by transfer, promotion, or reinstatement, without the consent of the Commission.

6—2536

Form 1788 (First Sheet)
Jan., 1913.

No. 9824

CERTIFICATE AUTHORIZING REINSTATEMENT.

CHIEF CLERK AUG 14 1916 5

6

UNITED STATES CIVIL SERVICE COMMISSION,

C.M.N.

Washington, D. C., August 12, 1916.

APPOINTMENTS AUG 14 1916

APPOINTMENT DIVISION DEPARTMENT WRITTEN AUG 14 1916 DEPT OF COMMERCE

To the Honorable,
The Secretary of Commerce:
Sir:

Certification is hereby made that the following reinstatement is authorized by the Commission under Civil Service Rule IX:

Robert McKlem of Oregon.

STATUS AUTHORIZED.	FORMER STATUS.
Commerce, (Department.)	Same, (Department.)
Lighthouse Service, (Bureau or office.)	Same, (Bureau or office.)
Keeper, $1008 p. a., (Position and salary.)	Assistant Keeper, $700, p.a., (Position and salary.)
Eldred Rock Light Station, Alaska. (City in which to be employed.)	Sentinel Island Light Station, Alaska. (City in which formerly employed.)
July 28, 1916. (Date of request.)	May 31, 1913. Resigned. (Date and manner of separation.)

He is an honorably discharged veteran of the War with Spain.

Very respectfully,

John A. Doyle
Secretary.

6—3058

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

August 14, 1916.

Mr. Robert McKlem,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office,

Keeper

in the Lighthouse Service

at a salary of One Thousand and Eight dollars per annum,

effective on the date on which you enter upon duty in the above-mentioned position.

(By reinstatement in accordance with authority contained in Civil Service Certificate No. 9824.)

CARDED.

By direction of the Secretary:

APPOINTMENT DIVISION ENTERED AUG 14 1916 ON JOURNAL DEPT. OF COMMERCE

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

R
C

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Carl E. Peterson.

Legal Residence: Oregon.

11—3692

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

LIGHT SEP 9 1916 HOUSES

APPOINTMENT SEP 16 1916

CHIEF CLERK SEP 16 1916

Department of Commerce and Labor

LIGHTHOUSE SERVICE

I, Robert Mc Klem

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 M'Klem
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this[3] 19th day of August, A. D. 191 6

(Affix official seal here)

[4] (Name) Henry Rie

(Official title) Notary Public in and for the Territory of Alaska.

My commission expires on the 18th day of April 1920

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present Keeper	$1008 A	Eldred Rock Light Station, Aaa.
	Reinstatement Civil Service Certificate No. 9824	
Former[5] Asst. Keeper	700 A	Sentinel Island Light Station, Aaa.

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

Office of Lighthouse Inspector, 16th District

Ketchikan, Alaska, August 31, 1916

Eldred Rock Light Station, Aug 23rd 1916

(Address) (Date)

The above-named appointee entered upon duty on Aug 23rd 1916 (Date)

Dibrell
Lighthouse Inspector.

Robert M'Klem Keeper
(Signature, followed by title)

CARDED

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

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

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

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

[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

SEP 15 1916

McC-HEV

DEC 19 1917

APPOINTMENT DEC 19

Sir:

Referring to report of service rendered by you in keeping the light and fog-signal at your station in operation for about three days during the absence of the first assistant keeper, who had proceeded to Fort William H. Seward with two men whose launch had become disabled, the Department takes pleasure in commending you for the service thus rendered under trying conditions, which fact will be noted on the records as part of your official history.

Respectfully,

WILLIAM C. REDFIELD

Secretary.

Mr. Robert McKlem, Keeper,
Eldred Rock Light Station, Alaska.
(Through the Commissioner of Lighthouses)

LIGHTHOUSES---Appointment Division's files

Exact copy as signed by WILLIAM C. REDFIELD

Mailed DEC 19 1917 by RSW

File

Form 93

NOTICE OF RESIGNATION OR DEATH

ABE

for

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

1918 JUL 11 PM

JUL 8 1918 9 10 AM.

21

OFFICE OF LIGHTHOUSE INSPECTOR, 16th DISTRICT.

APPOINTMENTS

Ketchikan, Alaska, June 24 1918

1918 JUL 11 PM 2 13

THE COMMISSIONER OF LIGHTHOUSES:

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

Name, Robert Mc Klem Position, Keeper, Lighthouse Service

Legal residence, Oregon Station, Eldred Rock Light Station, Alaska

Salary, $1008. per annum

The acceptance of this resignation is recommended effective at the close of June 26, 1918

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

Remarks:

Resigned

Lighthouse Inspector

APPOINTMENT DIVISION NECESSARY ACTION TAKEN JUL 12 1918 DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

JUL 10 1918

Submitted to the Secretary of Commerce, approved.

7-12-18

11—4623

1918 JUL 11 AM 11 48

H. B. Bowerman

Acting Commissioner

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Disposition Noted
Insp'r.
Supt.
Asst. Supt.
Chf. Clk.
Vchr. Clk.
Jun. Clk.
Master
Mech'n
Dpo. Kpr.

LIGHTHOUSE INSPECTOR JUN 24 1918

LIGHT JUL 8 1918 HOUSES

SIXTEENTH DISTRICT
Eldred Rock Lt Station
(Station, Depot, or Vessel)

June 16 th, 1918

Lighthouse Inspector
Ketchikan, Alaska.

Sir. Having enlisted in the National Army. U S Guards for the duration of the war. I respectfully resign my position as Keper of Eldred Rock Light Station. Alaska.

My time of leave of absence expires June 26 th 1918 when I will have to report for duty at Fort Wm H. Seward. Haines. Alaska.

Respectfully
Robt McKlem. Keper.

Rec. for acceptance
D 6/22/18

July 12, 1918.

Sir:

The Department is in receipt of your resignation from the position designated below, and has accepted the same, upon recommendation of the chief of bureau, to take effect at the close of business on June 26, 1918.

Bureau	Lighthouse Service.
Position	Keeper.
Salary	$1008 per annum.

By direction of the Secretary:

Respectfully,

APPOINTMENT DIVISION ENTERED JUL 13 1918 DEPARTMENT OF COMMERCE

(SIGNED) M. S. GILCHRIST

Acting Chief of Appointment Division.

CARDED

Mr. Robert McKlem,
Through the Commissioner of Lighthouses.

C-F

September 26, 1919.

Commissioner of Lighthouses:

Referring to the Sixteenth Superintendent's nomination of the 8th instant, forwarded by the Bureau on the 23rd instant, for the promotion of Frank W. Ritchie from $1020 to $1200 per annum as Keeper of the Cape St. Elias Lightstation, Alaska, vice Robert McKlem, the Department has to state that there is no record of Mr. McKlem's appointment. It is requested, therefore, that proper nomination in his case be submitted.

By direction of the Secretary:

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

C-RM

TW/MM

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, 16th DISTRICT.

Ketchikan, Alaska, October 11, 1919
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Reinstatement and promotion.

Name, Robert McKlem — Legal residence, Oregon

Position, Additional Keeper Lighthouse Service — Salary, $1200 A

Location, Cape St. Elias Lightstation — Appropriation, Salaries of Keepers of Lighthouses

Effective July 12, 1919 — {the actual date of entrance on duty, ~~or as soon thereafter as he enters on duty.~~

Former position, Keeper — Former salary, $1008 A.

Location, Eldred Rock Lightstation.

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

Previous incumbent, New position — Services terminated,

Reason,

Members of family in Government Service, None.

Remarks:

for appointment
The delay in nominating McKlem's appointment is due to the fact that his discharge papers from the military service were not available for examination. I have this day examined these papers and find that he was honorably discharged on May 2, 1919. Authority is requested for payment by the Government of actual and necessary travel expenses in proceeding from Ketchikan, Alaska, to the station. Mr. McKlem resigned as Keeper at Eldred Rock Lightstation for the purpose of enlisting in the Army in the war with Germany and was made 1st Sergeant, Company "A" 30th Bn. U.S.G. stationed at Fort William Henry Seward, Alaska, until discharged. Mr. McKlem proceeded to the station July 12th and relieved Keeper Peterson who was due to take his accumulated leave and who also required medical attention.

Submitted to the Secretary of Commerce, approved. Attention is invited to Department letter of Sept. 26, 1919, with reference to promotion of Frank W. Ritchie.

Approved:

Secretary of Commerce.

Acting Commissioner

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

11—2314

Form 381.
May, 1910.

REQUEST FOR REINSTATEMENT.

Department of Commerce
[Department, Commission, or Office.]

Washington, D. C., October 28, 1919.

To the U. S. Civil Service Commission:

Request is made for certificate under Rule IX for the reinstatement of Robert McKlem, a legal resident of the State (or Territory) of Oregon, to the position Additional Keeper of the Cape St. Elias Lightstation, Alaska now vacant (or to become vacant on), at a salary of $1200 pa., in the Lighthouse Service [Bureau or Office.], for which a certification of eligibles has not been requested.* Mr. McKlem was, without delinquency or misconduct on his part, separated by resignation [Removal or resignation.] on June 26, 1918, from the position of Keeper of the Eldred Rock Light-station, Alaska to enter military service at a salary of $ 1008 pa., in the Lighthouse Service [Bureau or Office.]

MEMBERS OF FAMILY IN THE SERVICE OF THE UNITED STATES:

None.
[State degree of relationship and where employed.]

A copy of his discharge is inclosed herewith.

MILITARY OR NAVAL RECORD.

Regiment 30th Battalion Company "A"

Vessel Date of honorable discharge May 2, 1919

By direction of the Secretary:

Signature: (SIGNED) E. W. LIBBEY

Inclosure 717.

RM

Official title: Chief Clerk.

C

*If a certification has been requested, the date should be given. When a requisition has been made under section 1 of Rule VII for a certification of eligibles, and the Commission, at the request of the Department, has made public announcement of an examination to secure such eligibles, the vacancy shall not thereafter be filled by transfer, promotion, or reinstatement, without the consent of the Commission.

6—2530

October 28, 1919.

Commissioner of Lighthouses:

Referring to the Sixteenth Superintendent's recommendation of October 11, 1919 for the reinstatement of Robert ~~McKlem~~ as Additional Keeper of the Cape St. Elias Lightstation, Alaska at $1200 per annum, effective July 12, 1919, the Department has authorized Mr. McKlem's reinstatement subject to the approval of the Civil Service Commission which has been requested on this date. It is requested that the Superintendent be instructed to submit nomination, through the Local Civil Service District Secretary, for Mr. McKlem's temporary appointment fromm July 12, 1919 pending reinstatement.

By direction of the Secretary:

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

C-RM

Form 1788—Jan., 1919.

CHIEF CLERK
No. 32465
1919 NOV 3 AM 9 23

CERTIFICATE AUTHORIZING REINSTATEMENT.

UNITED STATES CIVIL SERVICE COMMISSION, AJA

APPOINT

Washington, D. C., Oct. 31, 1919

1919 NOV 3 AM 10 0?

To the

Secretary of Commerce

Sir:

Certification is hereby made that the following reinstatement is authorized by the Commission under Civil Service Rule IX:

Robert McKlem of

STATUS AUTHORIZED.	FORMER STATUS.
Commerce (Department.)	Same (Department.)
Lighthouse Service (Bureau or office.)	Same (Bureau or office.)
Additional Keeper $1200 p.a. (Position and salary.)	Keeper $1008 p.a. (Position and salary.)
Cape St.Elias Lightstation, Alaska (City in which to be employed.)	Eldred Rock Lightstation, Alaska (City in which formerly employed.)
Oct. 28, 1919 (Date of request.)	June 26, 1918 Resignation (Date and manner of separation.)

Reinstated under authority of Sec. 1, Par. C, Rule IX.

Very respectfully,

APPOINTMENT DIVISION
ACTION TAKEN
NOV 7-1919
DEPARTMENT OF COMMERCE

6—3053

John T. Doyle
Secretary.

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

October 31, 1919.

Mr. Robert McKlem,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office,

Keeper

in the Lighthouse Service

at a salary of Twelve Hundred dollars per annum,

effective on the date on which you enter upon duty in the above-mentioned position.

(By reinstatement in accordance with the authority contained in Certificate No. 22465, issued by the United States Civil Service Commission.)

CANCELED NOV 19 1919 DEPT. OF COMMERCE

By direction of the Secretary:

Respectfully,

RM
C

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: New position.

Legal Residence: Oregon.
16th District

U. S. REPORT DATA ENTERED

11—3092

Form 111

JUL 22 1919 9 12 AM

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

APPOINTMENTS OCT 22 1919

APPOINTMENTS JUL 22 1919

LIGHT JUL 22 1919 HOUSES

CHIEF CLERK

OCT 22 PM 2 40

APPOINTMENTS

LIGHT OCT 22 1919 HOUSES

1949 JUL 25 PM

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

I, Robert Mc Klem - - - - - - - - - - -

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 Mc Klem
(Appointee signs here)

[2] Sworn to - - - - - (See below) and subscribed before me, this[3] 12th day of July, A. D. 191 9

(Affix official seal here)

[4] (Name) A B Symmes

(Official title) Chief Clerk, 16th Lighthouse Dist.

CARDED

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
(Reinstatement)		
Present Keeper	$1200 A	Cape St.Elias Lightstation, Aaa
Former[5] Keeper	1008 A	Eldred Rock Lightstation, Aaa

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

OFFICE OF LIGHTHOUSE INSPECTOR, 16th DISTRICT

Ketchikan, Alaska (Address), July 12, 1919 (Date)

The above-named appointee entered upon duty on July 12, 1919 (Date)

For and in the absence of the Supt.

C. S. Peirson
(Signature, followed by title)

1st Asst. Supt.

REPORT DATA ENTERED

[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

MM

Form 93

NOV 14 1919 10 24 A

LETTER TRANSMITTING RESIGNATION

LIGHT HOUSES NOV 14 1919

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

1919 NOV 15 PM 2 27

OFFICE OF LIGHTHOUSE INSPECTOR, 16th DISTRICT,

Ketchikan, Alaska, November 3, 1919

THE COMMISSIONER OF LIGHTHOUSES:

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

Name, Robert McKlem — Position, Keeper

Legal residence, Alaska — Station, Cape St. Elias Light Station

Salary, $1200 per Annum

1919 NOV 15 PM 2 27

The acceptance of this resignation is recommended effective at the close of November 3, 1919.

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

Remarks:

11/7/19

Superintendent.

AKT

BUREAU OF LIGHTHOUSES

WASHINGTON

NOV 14 1919

Submitted to the Secretary of Commerce, approved.

11—4623

1919 NOV 15 PM 2 18

NAVIGATION DIVISION NEBESKY MOTION TAKER NOV 18 1919 DEPARTMENT OF COMMERCE

Acting Commissioner

TC

NOV 14 1919 10 [illegible] A

LIGHTHOUSE
SUPERINTENDENT
NOV 3 1919
KETCHIKAN

Ketchikan, Alaska,
Nov. 3, 1919.

LIGHT
NOV 14 19[illegible]
HOUSES

Superintendent of Lighthouses,
KETCHIKAN, ALASKA.

Sir:

I hereby tender my resignation as Keeper in the Lighthouse Service effective at the close of November 3, 1919.

Robert McKeen

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

November 19, 1919.

M

r. Robert McKlem,

Through the

Commissioner of Lighthouses.

Sir: The Department is in receipt of your resignation from the position designated below, and has accepted the same, upon recommendation of the Bureau, to take effect at the close of business on

November 3, 1919.

Bureau Lighthouse Service

Station Cape St. Elias Light Station, Alaska

Position Keeper

Salary $1200 per annum.

By direction of the Secretary:

Respectfully,

(SIGNED) H. M. CROSS

Acting Chief of Appointment Division.

CARDED

APPOINTMENT DIVISION ENTERED NOV 19 1919 DEPT. OF COMMERCE

RM
C

16th District

U. S. REPORT DATA ENTERED

TW/MM

Form 73

NOV 26 1919 9 47 AM

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, 16th DISTRICT,

1919 NOV 29 PM 2

LIGHT NOV 26 1919 HOUSES

Ketchikan, Alaska (City.) November 12 (Date.), 1919

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Temporary appointment for period not to exceed ~~three~~ months. Oct 31/19.

Name, Robert McKlem — Legal residence, Oregon

Position, Additional Keeper Lighthouse Service — Salary, $1200 A.

Location, Cape St. Elias Lightstation, Alaska — Appropriation, Salaries of Keepers of Lighthouses.

Effective July 12, 1919 ~~as soon thereafter as he enters on duty.~~ the actual date of entrance on duty, or

Former position, Keeper Lighthouse Service — Former salary, $1008 A.

Location, Eldred Rock Lightstation, Alaska.

APPOINTMENTS

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

1919 NOV 29 PM 2 30

Previous incumbent, New position — Services terminated

Reason,

APPOINTMENT DIVISION NECESSARY ACTION TAKEN DEC 4 - 1919 DEPARTMENT OF COMMERCE

Members of family in Government Service, None.

Remarks: This appointment is recommended pending the reinstatement of Robert McKlem who resigned from the Lighthouse Service on June 26, 1918, for the purpose of entering the Army during the war.

JDS 11/29/19. Selection regular, subject to the action of the U. S. Civil Service Commission, Nov. 20, , 1919.

Section 1, C. S. Rule VIII,

L. J. Swanson

Secretary, 11th *Civil Service District.*

Superintendent.

AKT

BUREAU OF LIGHTHOUSES
WASHINGTON

1919 NOV 29 PM 1 26

1919 DEC 1 PM 4 12 APPOINTMENTS

Submitted to the Secretary of Commerce, approved.

Approved:

E. F. Sweet

Acting Secretary of Commerce.

Acting Commissioner

1 Strike out the clause which does not apply.

11—2314

GENERAL APPOINTMENT—FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

December 4, 1919.

Mr. Robert McKlem,

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 Twelve Hundred dollars per annum, effective July 12, 1919.

Your appointment will continue for a period not longer than the close of October 31, 1919, pending reinstatement.

CARDED

APPOINTMENT DIVISION ENTERED DEC 5 1919 DEPT. JOURNAL OF COMMERCE

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

KM
C

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: New position.

Legal Residence: Oregon.
16th District

U. S. REPORT DATA ENTERED
11—1393

DEC 4 - 1919

DEC 29 1919 9 AM

Form 111

TW

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHT DEC 29 16 RECEIVED

APPOINTMENTS DEC 30 1919

I, Robert McKlem

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.

CUSTOMS RECEIVED 1919 DEC 29 PM 3 46

☞ Robert McKlem
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] 17th day of December, A. D. 1919.

(Affix official seal here)

[4] (*Name*) Wood

(*Official title*) Chief Clerk,

My commission expires 16th Lighthouse District.

	Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present	Keeper in the Lighthouse Service.	$1200 per annum.	Cape St. Elias Lightstation, Aaa.
Former [5]	do	do	do

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

Office of Superintendent of Lighthouses, 16th District

CARDED

Ketchikan, Aaa., December 17, 1919.
(Address) (Date)

The above-named appointee entered upon duty on July 12, 1919.
(Date)

Superintendent.
(Signature, followed by title)

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

U. S. REPORT DATE ENTERED

11—944

GENERAL ACCOUNTING OFFICE
Form 2042 (Revised)

3-2
2-9

CERTIFICATE OF SETTLEMENT

File

GENERAL ACCOUNTING OFFICE

U.S. COAST GUARD HDQTRS
MAIL & FILES SECTION
RECEIVED SEP 8 1948 (1)

Claim No. Col-2465871 WASHINGTON 25, September 2, 1948 (Date)

CERTIFICATE No. US-32234

Robert McKlem,
Bank of America,
Calistoga Branch,
Calistoga, California. , Debtor.

I certify that I have examined and settled the claim(s) of the United States against the person named above for— on account of indebtedness which arose by reason of receipt of $37.18 compensation as an employee of the United States Coast Guard, Lighthouse Service, Ketchikan, Alaska, while he was a member of the U. S. Army, during the period June 16 through 26, 1918. The amount of $5.00 to the debtor's credit in the Civil Service Retirement and Disability Fund has been applied to the total indebtedness of $37.18,

and find the sum of thirty-two - - -

UNITED STATES COAST GUARD

File

ADDRESS REPLY TO
THE COMMANDANT (PCP-6)
REFER TO FILE: CG-75

WASHINGTON 25, D. C.

22 April, 1946

To: Commander, 17th Coast Guard District

Subj: Robert McKlem, Born 26 May, 1879; Verification of service for

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

(1) Furnish in duplicate information as to date of entrance on duty.
(2) Furnish Form 57.
(3) Furnish Form 60.
(4) Furnish oath of office in duplicate.
(5) Furnish documentary evidence of date of birth as prescribed in Civil Service Form 2473, attached.
(6) Furnish one copy of certified Form 2806.
(7) Forward promptly address to which retirement pay checks are to be mailed.
(8) Have the inclosed form signed and returned.
(9) In the event retirement deductions were not made from the pay include the aggregate basic salary by fiscal years.
(10) Furnish standard Form 62 in triplicate.
(11) Furnish Form 63.
(12) Form 63 is returned with request that information as to date, amount and nature of last promotion as well as official current efficiency rating be secured from the previous employing agency and furnished to Headquarters promptly.

U.S. COAST GUARD MAIL SECTION (4) MAILED APR 23 1946

You are requested to execute the attached Form 4431 in duplicate and return to this office.

H. L. MORGAN
By direction

8320
Incl

DUQUAINE
Return to 3-2

Form 72 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

BUREAU OF LIGHT-HOUSES SEP 3 1910 DEPT OF COMMERCE AND LABOR

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

Office of the Inspector, 17th L. H. Dist.,

Portland, Oregon.

August 29, 1910.
(Date)

Commissioner,
~~The Light-House Board,~~
Bureau of Light-Houses,
Washington, D. C.

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

of (2) Robert McKlem (Name of person—letter for letter—as reported to Board) of (3) Oregon (State of legal residence)

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

at (5) Desdemona Sands Light-Station, Oregon,
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)

at (6) $ 50 per mo. (Salary now paid) to (7) Assistant Keeper (Official title of position, as Keeper, First Assistant Keeper, etc.)

at (8) Sentinel Island Light-Station, Alaska (Official name of aid, as given in Light List, as Absecon Light-Station, N. J.) at

(9) $ 700 per yr. (Salary recommended), effective beginning (10) August 22, 1910, (the date

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

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

who (12) was transferred (Died, transferred, resigned, dismissed, etc.) on (13) August 5, 1910. (Last day of service)

Mr. (14) No member of Mr. McKlem's family is in the Government service. stands No. (15) in list of eligibles,

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

was considered with (18)

(19) letters of declination of herewith.

IN THE ABSENCE OF, AND BY DIRECTION OF THE INSPECTOR.

Respectfully,

R. C. Clark

Chief Clerk to Inspector.

Department of Commerce and Labor

~~LIGHT-HOUSE BOARD~~

BUREAU OF LIGHT-HOUSES

SEP - 3 1910, 190

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

Commissioner

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

This letter is returned for correction of items Nos.

11—2314

GENERAL APPOINTMENT—PRIOR DATE

Department of Commerce and Labor
OFFICE OF THE CHIEF CLERK
Washington

September 7, 1910.

Sir:

You have been appointed, subject to taking the oath of office,

Assistant Keeper of Sentinel Island Light-Station, Alaska,

in the Light-House Service,

at a salary of Seven Hundred dollars per annum,

effective August 22, 1910, on and after which date

you have continuously served in the above-mentioned position.

(Vice Antone Peterson.)

(By transfer from Assistant Keeper of Desdemona Sands Light-Station, Oregon, at $50 per month.)

By direction of the Secretary:

Respectfully,

(Signed) A. GORDON-CUMMING

Acting Chief Clerk.

Mr. Robert McKlem.
Through
the Commissioner of Light-Houses.

Appropriation:

11—1774

Le
D

May 5, 1913.

Sir:

Having tendered your resignation as assistant keeper of Sentinel Island Light Station, Alaska, at $700 per annum, the Department has accepted the same, upon recommendation of the Acting Commissioner of Lighthouses, effective at the close of May 31, 1913.

By direction of the Secretary:

Respectfully,

(SIGNED) GEO. W. LEADLEY,

Chief of Appointment Division.

Mr. Robert McKlem,
Through the Commissioner of Lighthouses.

DEPT. OF COMMERCE
MAY 8 1913
BUREAU OF LIGHTHOUSES

C
F

MAY 8 1913

Department of Commerce and Labor

LIGHT HOUSE BOARD
JUN 14 1909
NO.

EFFICIENCY REPORT

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

1. Bureau Light-House Establishment 2. Where employed Light-Station Destruction Island
3. Name McKlem, Robert 4. Where born Ireland
5. Age 30 6. Position Second Assistant Keeper
7. Compensation $600 p.a. 8. When appointed (a) October 1., 1907
9. How appointed (b) Through Civil Service Examination
10. Appointed from State Oregon; Congressional District Second; County Clatsop
11. Status under Civil Service Rules (c) Classified Competitive
12. Is the employee an honorably discharged soldier or sailor? No
13. Other Government service Seaman L. V. No. 50., May to September 1907. (Cal.) Troop F. 2d Vol. Cavalry, May 5, 1898 to Oct. 24, 1898. Troop E, 4th U. S. Cav. May 20, 1899 to May 28, 1902. July 28, 1901 transferred to Troop B, 45 U. S. Cav.
14. Duties (describe fully) Second Assistant Keeper
15. Efficiency: Quantity of work (d) 10/10; Quality of work (e) Excellent; Interest manifested in work (f) Excellent
16. Is this employee fully earning the salary he is now receiving? Yes
17. Remarks (g)

Chas. F. Pond.
Inspector, 13th Light-House District

Head of Bureau or Office.

JUN 7 - 1909, 19

11—3005

READ THE INSTRUCTIONS ON PAGE 3

Department of Commerce and Labor

EFFICIENCY REPORT

June 5, 1911.

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

1. Name Robert McKlem 2. Age 31 (Last birthday.)

3. Bureau of Lighthouses 4. Position Assistant Keeper

5. Compensation $700. 6. Where employed Sentinel Island Light-Station

7. When appointed (*a*) Aug. 22,1910 8. How appointed (*b*) By Transfer and Promotion

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

10. Is the employee an honorably discharged soldier or sailor? Yes

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

12. Other Government service May 6, 1907 to October 1, 1907, Seaman on Columbia River Light Vessel No. 50. 2nd U.S.V.Cav. 1898, 5 months 19 days. Fourth and Fifteenth Cav. May 20, 1899 to May 28, 1902.

13. Duties (describe fully) To assist in care of buildings and all government property at station and to see that light is kept burning brightly from sunset to sunrise.

14. Has the employee special qualifications? ---------- If so, state them Not that I am aware of.

15. Efficiency (*d*):

	Averages.	Relative weights.	Products of averages multiplied by weights.
Quantity of work	100	2	200
Quality of work	85	3	255
Interest manifested in work (see also Question 17)	100	3	300
Attendance		2	
Total		8 10	755
Average percentage			94.4

11—4259

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

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

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

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

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

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

20. Remarks: (*e*) Has proven himself a reliable and efficient keeper.

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

E. H. Tillman

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

E. H. Tillman

Commander, U. S. Navy

INSPECTOR, 16th LIGHT-HOUSE DISTRICT

Chief of Bureau or Office.

11—4259

POSTAL TELEGRAPH – COMMERCIAL CABLES

CLARENCE H. MACKAY, PRESIDENT.

RECEIVED AT
EVANS BUILDING
1418 NEW YORK AVENUE
WASHINGTON, D. C.
TELEPHONE: MAIN 6600

TELEGRAM

DELIVERY NO.

Bi-

The Postal Telegraph Cable Company (Incorporated) transmits and delivers this message subject to the terms and conditions printed on the back of this blank.

15W—27834 DESIGN PATENT No. 40529

W 10 NY 18 GOVT VIA SEATTLE 640P

339

CHIEF CLERK
AUG 15 1916

KETCHIKAN ALASKA AUG 14-16

USLHE 8-15-16 (Rec'd 16

WASHN.

LIGHT
AUG 15 1916
9.30 AM
HOUSES

YOUR TELEGRAM JULY TWENTY NINE WILL RECOMMENDATION REINSTATEMENT MCKLEM TO KEEPER ELDRED ROCK BE APPROVED

EDMONDS

Hydrog.
Engr. Cons:
Mar. Engr.
~~Personnel~~
Accounts.
Contracts
Chf. Clk.
~~Dep. Commr.~~
Commr.

Form 73

ABE

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT HOUSES JUL 25 1916

7-29-16 Bones 16
8-25-16 Bones 16

OFFICE OF LIGHTHOUSE INSPECTOR, 16th DISTRICT,
Ketchikan, Alaska, July 17, 1916
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Reinstatement

Name, Robert Mc Klem — Legal residence, Oregon

Position, Keeper — Salary, $1008 A.

Location, Eldred Rock Light Station, Alaska — Appropriation, Salaries of Keepers of Lighthouses

Effective August 1, 1916 — {[1] The actual date of entrance on duty, or as soon thereafter as he enters on duty.

Former position, Assistant Keeper — Former salary, $700 A.

Location, Sentinel Island Lightstation, Alaska

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

- - - - - - - - - - - - -

Previous incumbent, Carl E. Peterson — Services will be terminated, July 31, 1916

Reason, transfer and promotion to position Keeper, Cape St. Elias Lt-Sta.

Members of family in Government Service, None

Remarks: Mr. McKlem is eligible for reinstatement without time limit as he served and was honorably discharged as a soldier in the Spanish-American War (Rule IX -(a) Civil Service Act, Rules &Orders)

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

, 191

In the absence and by direction of the Inspector

A B Edmunds
Chief Clerk

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

JUL 26 1916

Submitted to the Secretary of Commerce, approved.

HHSS

Acting Commissioner

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

11—2314

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT HOUSES AUG 16 1916

August 14, 1916.

Mr. Robert McKlem,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office,

Keeper

in the Lighthouse Service

at a salary of One Thousand and Eight dollars per annum,

effective on the date on which you enter upon duty in the above-mentioned position.

(By reinstatement in accordance with authority contained in Civil Service Certificate No. 9824.)

O.D. Aug 29, 1916.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

R
C

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Carl E. Peterson.

Legal Residence: Oregon.

11—3692

AUG 16 1916

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
KETCHIKAN, ALASKA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE



OFFICE OF INSPECTOR, 16TH DISTRICT
KETCHIKAN, ALASKA

Eldred Rock Light Station,

Oct. 2nd, 1916.

Lighthouse Inspector,

Ketchikan, Alaska.

Sir:-

On Oct. Ist at I.30 P.M. there was brought to this station a fishtrap watchman employed by the Chilikoot Cannery suffering from loss of blood, a cut in his forehead and several bruises on body and limbs. While myself and Ist Asst. Geo. Alexius rendered what aid we could in cleansing and dressing cut in forehead, also furnishing clean clothes, I had 2nd Asst. J.C.Jesperson make the launch ready and take injured man and companion to Haines, Alaska, for medical treatment there, leaving here about 2.I5 P.M. Oct. Ist. The launch returned to the station today at 4 P.M.. Gasoline used on the trip amounted to six gallons, lubricating oil one quart used. Injured man's name Wm. LaCroix.

Does above time count against 2nd Asst. when I make out next monthly report for leave of absence?

Respectfully,

(Signed) ROBERT MC KLEM,

Keeper.

COPY-EHR.

WCH-EHR.

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
KETCHIKAN, ALASKA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF INSPECTOR, 16TH DISTRICT
KETCHIKAN, ALASKA

LIGHT
NOV 1 1916
HOUSES

noted 21 Nov. 4

Hydrog.
Engr. Cons
Mar. Engr
Personnel
Accounts
Contracts
Chf. Clk.
Dep. Comsr.
Comsr.

file w.o. action
11/20/16

Oct. 27, 1916.

Commissioner of Lighthouses,
WASHINGTON, D.C.

Subject:- Assistance rendered to injured man by Robert McKlem, Keeper of Eldred Rock Light Station and J.C.Jesperson, 2nd Asst. Kpr. of same station. Also Geo. Alexius 1st Asst.

See copy of Keeper's report herewith. Letters of commendation are not considered necessary in this instance. Keeper will be advised by this office relative to manner of treating absence of 2nd Assistant from station in this connection.

Lighthouse Inspector.

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
KETCHIKAN, ALASKA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT
DEC 8 1917
HOUSES

OFFICE OF INSPECTOR, 16TH DISTRICT
KETCHIKAN, ALASKA

Eldred Rock Lt. Sta.
November 10th, 1917.

Lighthouse Inspector,
KETCHIKAN, ALASKA.

Sir:-

Nov. 3rd about 10 P.M. O.E.Kent and Wm. Campbell of Fort Seward and Haines arrived here in a skiff borrowed from Yankee Cove towing their disabled launch "Maud R" and anchoring her several miles south of Pt. Sherman. They were tired out, cold and rather hungry. We put them up for the night, and after breakfast the 4th I had the station launch made ready sending "Asst. Shoemaker" to do what could be done. He got them into Ft. Seward on the 6th O.K. which in itself was no small job, as the weather was everything except favorable, for an open launch that bobs around like a cork, diving like a porpoise as well. Wm. A.Shoemaker states the engine did very good, never missing a single time, plugging right along delivering the goods, eventually getting them to their destination.

During the absence of my assistant I had my own little bunch of troubles, but I did manage to get ten hours sleep until my asst. returned in tow of "U.S.S. Peterson" from Fort Seward, by order of commanding officer of that garrison, they retained him as a witness for some testimony regarding O.E.Kent, one of the garrison, now in solitary confinement under various charges facing a general court's martial.

I had the signal in operation over 21 hours in all, with a 16 hour run beginning the 4th ending the 5th. Did my best to keep things going with the aid of the coffee pot. That never got empty!

On the 7th I hoisted the Lighthouse distress signal "C.W." In the afternoon the mail boat "Santa Rita" came with mail and provisions. The captain kindly held her to the rock close to boatway while his deckhand handled station boat to boat car. He was assisted by Mr. Murphy the Dupont powder man of S.E.Alaska for which help I am very thankful, as I could not have handled the unloading and hauling up very well by myself. Without a doubt the "Santa Rita" has given far better service to this station than has ever been had here since station has been in commission. Her owners have had her run in close when weather permits, when we very seldom have to leave the rock over two hundred yards, going after mail or provisions. When another contract is given out for carrying U.S.mail Hunter and Dickinson should get it.

Later in the day Asst. Wm. A.Shoemaker arrived, after getting things secured, I turned in practically sleeping the clock around.

Respectfully,

(Signed) ROBERT McKLEM,

Keeper.

COPY-EHR.

WCD-EHR.

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
KETCHIKAN, ALASKA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT
DEC8 1917
HOUSES

OFFICE OF INSPECTOR, 16TH DISTRICT
KETCHIKAN, ALASKA

November 28,1917.

Assistance Rendered.

Commissioner of Lighthouses,
WASHINGTON, D.C.

On November 3rd to November 7th assistance was rendered by Robert McKlem, Keeper and W.A.Shoemaker, 1st Asst. Keeper, Eldred Rock Lt. Sta.,Alaska, as follows:-

On November 3rd O.E.Kent and Wm. Campbell of Ft. Seward and Haines, whose launch had been disabled, arrived at the station in a borrowed skiff. They were tired, cold and in need of food. They were given food and shelter for the night and on the following day Mr. Shoemaker proceeded with the station launch to take them to Ft. Seward, 18 miles distant, where they arrived on November 6th after a stormy passage. Mr. Shoemaker returned to the station, with the station launch, on November 7th in tow of the Army Steamer "Peterson".

During the three days absence of the 1st Assistant, the Keeper, Robert McKlem, was alone at the station. He reports that during this time there was 21 hours of thick weather with one continuous run of 16 hours. He states that he obtained only 10 hours sleep during the absence of his assistant, but kept the light and fog signal in commission, as required.

For further details see herewith copy of Keeper's report. The report is not clear as to whether or not the disabled launch was towed to Ft. Seward.

It is believed that the two employees concerned are deserving of commendation by the Department, as it is understood that Mr. Shoemaker had a severe and, to some extent, dangerous trip in the small station launch on account of the severe weather prevailing at the time. The Keeper also had a trying time on account of having to tend the entire station during a period of about three days and he is deserving of credit for keeping the light & fog signal in operation for so long a period alone.

This is a three keeper station, but owing to the transfer of one of the keepers to another station there is now a vacancy at the station and only two keepers are on duty at this time.

W. C. Dickerson
Lighthouse Inspector.

McC-HEV

LIGHT
DEC 19 1917
HOUSES

DEC 19 1917

Sir:

Referring to report of service rendered by you in keeping the light and fog-signal at your station in operation for about three days during the absence of the first assistant keeper, who had proceeded to Fort William H. Seward with two men whose launch had become disabled, the Department takes pleasure in commending you for the service thus rendered under trying conditions, which fact will be noted on the records as part of your official history.

Respectfully,

WILLIAM C. REDFIELD

Secretary.

Mr. Robert McKlem, Keeper,
Eldred Rock Light Station, Alaska.
(Through the Commissioner of Lighthouses)

LIGHTHOUSES---Bureau's files.

Exact copy as signed by WILLIAM C. REDFIELD

Mailed DEC 19 1917 by RSW

Copy to 16th Insp with indorsement re
Let to 12 a Shoemaker - A. K.
KBW

to folder

McC.

July 24, 1919.

Subject: Form 73, Nomination, Robert McKlem, additional keeper, Cape Elias L. S., Alaska.

Returned to Superintendent of Lighthouses, Ketchikan, Alaska, for compliance with Bureau circular letter No. 104, of June 25, 1919, par. 6, which requires that when nominating former employees for reinstatement upon their discharge from military service, superintendents shall submit the original discharge certi ficate, or a certified copy thereof, as provided in the Civil Service Commission's form 2240, which accompanied Bureau circular No. 81, or that superintendents may certify on the nomination form that such a paper has been presented to them. Be guided accordingly in future similar cases.

Acting Commissioner.

J

ORB

McC.

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

July 24, 1919.

LIGHTHOUSE SUPERINTENDENT AUG 11 1919 KETCHIKAN

LIGHT SEP 26 1919 HOUSES

1/23/19, Nomination & Dpt.

Subject: Form 73, Nomination, Robert McKlem, additional keeper, Cape Elias L. S., Alaska.

Returned to Superintendent of Lighthouses, Ketchikan, Alaska, for compliance with Bureau circular letter No. 104, of June 25, 1919, par. 6, which requires that when nominating former employees for reinstatement upon their discharge from military service, superintendents shall submit the original discharge certificate, or a certified copy thereof, as provided in the Civil Service Commission's form 2240, which accompanied Bureau circular No. 81, or that superintendents may certify on the nomination form that such a paper has been presented to them. Be guided accordingly in future similar cases.

Hydrog.
Engr. Corr.
Mar. Engr.
Accts.
Contracts
Chf. Clk.
Dep. Commr.
Commr.

J. S. Conway
Acting Commissioner.

Office of the Superintendent, 16th District.
Ketchikan, Alaska, Sept. 16, 1919

1. Returned to the Bureau.

2. Upon receipt of above McKlem was instructed to send in his discharge or a certified copy thereof. He replied that he did not have his discharge with him on the station (Cape St. Elias) where he is now employed.

3. A letter was then addressed to the Commanding Officer at Fort William H. Seward, Alaska, requesting that a certified copy of the discharge be furnished. The Commanding Officer of the post replied that the Army Regulations do not permit duplicate discharge certificates to be issued excepting upon application to the Adjutant General at Washington, supported by satisfactory proof of loss, etc. A copy of his letter is inclosed herewith, and if the Bureau is unable to accept this as satisfactory proof of the honorable discharge of the nominee ~~for~~ from the Army, so that appointment may be issued, then it will be necessary to defer further action until Mr. McKlem leaves the station. Mail communication with Cape St. Elias is very infrequent and uncertain, and Mr. McKlem has advised that he expects to leave the station about the middle of October.

Superintendent.

1st Ind.

Hqrs. Fort Wm. H. Seward, Alaska, August 26, 1919.- To The Superintendent 16th District, Lighthouse Service, Ketchikan, Alaska.

LIGHTHOUSE SUPERINTENDENT SEP 8 1919 KETCHIKAN

LIGHT SEP 26 1919 HOUSES

Noted

Reference above communication the final statments in the Office of the Quartermaster show that the soldier was discharged as mentioned , but we are forbidden by army regulations to issue duplicate Discharge Certificates or certificates in lieu of discharge certificates. However, it is provided in Paragraph 151 Army Regulations that upon satisfactory proof of the loss or destruction of a discharge certificate without the fault of the person entitled thereto the War Department may issue to such person a certificate of service, showing date of enlistment in and discharge from the army, and character given on discharge certificate.

In view of the above, would advise that, if Sgt McKlem cannot find his Discharge Certificate, he make an application directly to the Adjutant General of the Army, Washington, D.C. as prescribed in the above paragraph.

Of course if he still has the certificate any Notary Public can make a true copy of it for your purposes. Even if we were permitted to issue a certified copy we have none of his records here from which to make it they being in the Office of the Adjutant General.

By Order of Major KOENIG:

John C. Glithero

John C. Glithero,
1st Lieut, 21st Infantry,
Adjutant.

AK [redacted] LAB.

Inclosure.

September 25, 1919.

Subject: Oath of office, Robert McKlem, for reinstatement keeper Cape St. Elias Light Station, received from the 16th Supt.

Returned to Superintendent of Lighthouses, Ketchikan, Alaska. There is no record of this man having been reinstated in the Lighthouse Service. Submit further report and recommendation.

Acting Commissioner.

Oath returned from 16th Supt.

10/23/19, Mon. L Dept.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

Hydrog.
Engr. Cons.
Mar. Engr.
Personnel
Accounts.
Contracts
Chf. Clk.
Dep. Comm.
Comm.

September 26, 1919.

LIGHT HOUSES SUPERINTENDENT OCT 10 19 KETCHIKAN

LIGHT OCT 22 1919 HOUSES

Commissioner of Lighthouses:

Referring to the Sixteenth Superintendent's nomination of the 8th instant, forwarded by the Bureau on the 23rd instant, for the promotion of Frank W. Ritchie from $1020 to $1200 per annum as Keeper of the Cape St. Elias Lightstation, Alaska, vice Robert McKlem, the Department has to state that there is no record of Mr. McKlem's appointment. It is requested, therefore, that proper nomination in his case be submitted.

By direction of the Secretary:

Clifford Harding

Chief of Appointment Division.

C-RM

AKT

Bureau of Lighthouses, Washington
SEP 29 1919

To Superintendent of Lighthouses, Ketchikan, Alaska

for report and return. See Bureau indorsement Sept. 25, 1919 returning McKlem's oath of office and stating no record of appointment.

Hydrog.
Engr. Cons.
Mar. Engr.
Personnel
Accounts.
Contracts
Chf. Clk.
Dep. Comm.
Comm.

Acting Commissioner.

TC AKT

Office of the Superintendent, 16th District,
Ketchikan, Alaska. Oct. 11, 1919

1. Returned to Commissioner of Lighthouses, attention being called to my letter of October 7, 1919, on this subject.

2. McKlem's discharge papers were received and noted by me this date and the required nomination is forwarded ~~xxxxxxxxx~~ through the District Secretary, Seattle, Wash., to day.

Superintendent.

TW-EHR.

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
KETCHIKAN, ALASKA

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
KETCHIKAN, ALASKA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT
OCT 22 1919
HOUSES

Hydrog.
Engr. Com.
Mar. Engr
Personnel
Accounts
Contracts
Chf. Clk.
Dep. Comm.
Comsnr.

OFFICE OF SUPERINTENDENT 16th DISTRICT
OFFICE OF INSPECTOR, 16TH DISTRICT
KETCHIKAN, ALASKA

Oct. 7, 1919.

Commissioner of Lighthouses,
WASHINGTON, D.C.

10/23/19
Nom. & Opt

Subject:- Nomination Robert McKlem for reinstatement additional keeper Cape St. Elias Lt. Sta.

Reference:- Bureau letter July 24 & Sept. 25, 1919.

The Bureau is advised that McKlem has resigned and will leave Cape St. Elias Light Station in October. The nomination has been held up pending receipt of his discharge papers or certified copy thereof. When these have been noted nomination for appointment covering his period of service will be submitted.

W. C. Dimond

Superintendent.

for

File

Commander, 17th Coast Guard District
Ketchikan, Alaska
3 May, 1946

(Date)

Chief, Retirement Division
U. S. Civil Service Commission
Washington 25, D. C.

The records of this office show that the Federal employee named below received the following compensation during the period from June 16, 1918 to June 26, 1918
(Insert dates shown in Item 6 on reverse.)

NAME OF EMPLOYEE:	DATE OF BIRTH:
McKlem, Robert	24 May, 1879
GROSS COMPENSATION (IF NOT EMPLOYED FOR THE ENTIRE PERIOD, INDICATE AMOUNT OF COMPENSATION RECEIVED, AS WELL AS BEGINNING AND ENDING DATES, FOR ALL SERVICE BETWEEN THE DATES GIVEN ABOVE): June 16, 1918 to June 26 1918, 11 days @ $1008. per annum or $2.80 per day -- total $30.80	
NAME OF DISBURSING OFFICER: No record --	D. O. VOUCHER NUMBER: Records destroyed.
TITLE AND SYMBOL NUMBER OF APPROPRIATION: (No.not known) Salaries of Keepers	

The foregoing statements are certified to be correct according to the records of this office.

N. P. THOMSEN, Lt. Comdr. USCG, ~~District Personnel Officer~~
(Signature) (Title)

17th Coast Guard District, Ketchikan, Alaska.
(Department or Agency) (Address)

original to
ES C 5-21-41

UNITED STATES CIVIL SERVICE COMMISSION
Retirement Division
Washington 25, D. C.

RET-A:MEB:ec

April 15, 1946

CLAIM SYMBOL AND NUMBER

CSA-164009

Chief, Civilian Personnel Section
United States Coast Guard
Treasury Department
Washington 25, D. C.

An examination of the Commission's records, in connection with a claim filed under the provisions of the Civil Service Retirement Act by the person named below, appears to indicate a period of Federal employment during which illegal dual compensation was received.

1. NAME OF EMPLOYEE:	2. DATE OF BIRTH:
Robert McKlem	May 26, 1879
3. AGENCY:	**4. LOCATION OF AGENCY:**
U.S. Lighthouse Estab.	Ketchekan, Alaska
5. SALARY RATE:	**6. PERIOD OF APPARENT DUAL COMPENSATION:**
$1200 per annum	June 16, 1918 to June 26, 1918

Receipt of illegal dual compensation will not necessarily be shown by the records of your office, but may be established by a comparison of records certified to this Commission from different sources.

It is, therefore, requested that you fill out and certify the blank form provided on the reverse of this letter, covering the service and compensation of the above-named employee, in your agency, for the period indicated.

Very truly yours,

Warren B. Irons

Warren B. Irons
Chief, Retirement Division

Ret. Form 4431
August 1945

3-2

UNITED STATES COAST GUARD

KETCHIKAN, ALASKA

MAY 20 '46 AM

ADDRESS REPLY TO
DISTRICT COAST GUARD OFFICER (pcp)
SEVENTEENTH NAVAL DISTRICT
REFER TO FILE: CG-75



3 May, 1946

To: The Commandant (PCP)

Subj: McKLEM, Robert, born 24 May, 1879; verification of service for

Returned herewith is Form 4431 in duplicate as requested in HQ form letter of 22 April, 1946 (PCP-6), file CG-75.

N. P. THOMSEN
By direction

Incl
Form 4431 (2)

UNITED STATES COAST GUARD

ADDRESS REPLY TO
THE COMMANDANT (PCP-6)
REFER TO FILE: CG-75

WASHINGTON 25, D. C.

22 April, 1946

To: Commander, 17th Coast Guard District

Subj: Robert McKlem, Born 26 May, 1879; Verification of service for

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

(1) Furnish in duplicate information as to date of entrance on duty.
(2) Furnish Form 57.
(3) Furnish Form 60.
(4) Furnish oath of office in duplicate.
(5) Furnish documentary evidence of date of birth as prescribed in Civil Service Form 2473, attached.
(6) Furnish one copy of certified Form 2806.
(7) Forward promptly address to which retirement pay checks are to be mailed.
(8) Have the inclosed form signed and returned.
(9) In the event retirement deductions were not made from the pay include the aggregate basic salary by fiscal years.
(10) Furnish standard Form 62 in triplicate.
(11) Furnish Form 63.
(12) Form 63 is returned with request that information as to date, amount and nature of last promotion as well as official current efficiency rating be secured from the previous employing agency and furnished to Headquarters promptly.

You are requested to execute the attached Form 4431 in duplicate and return to this office.

H. L. MORGAN
By direction

8220
Incl

DUQUAINE
Return to 3-2