NOV 19 2024 PM12:02

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

Date: 11/18/2024

REQUESTER INFORMATION

Name (Please Print – Last, First, Middle)	Researcher ID Card Number
Flynn, Kylie	
E-Mail Address:	**Phone Number:**
knfgbb@umsl.edu	217-440-1332

INFORMATION NEEDED TO LOCATE RECORDS (Furnish as much as possible)

Name used in Service (Please Print – Last, First, Middle)	Service Number/SSN	Date & Place of Birth
Needham, Hubert, J.		1870 MA

MILITARY SERVICE

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

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

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

Date & Place of Death: 1949 MA

State of Residence (upon entry into service):

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

Researcher Signature: Kylie

CIVILIAN SERVICE

(Agency & Location)		
Lighthouse Service (MA)		
From: 1929	To: 1942	
(Agency & Location)		
From:	To:	
(Agency & Location)		
From:	To:	

Other Identifying Information (Maiden Name, Job Title, etc.)

This Space Intentionally Left Blank

STAFF USE ONLY

Appointment Time and Date:

Additional Researchers: ☐ Yes ☐ No

CMRS Service Request Number: 2-302955 31225

Attendant Signature:

CMRS Search Request Number(s):

Remarks: Submitted to Arch Search 11/27/24 KFF

Soundex: N350

"24 DEC 10 PM 3:30"

SCREENING NOTES

- ☒ Reviewed and Nothing Removed KFF
- ☐ Items Removed and User Informed

Hold Requested: ☐ Yes ☐ No

Total Requests:

Screened Items:

☐ Additional charge outs and signatures on reverse side

Time Out:

Final Return:

1 of 2

LIGHTHOUSE SERVICE/LIFESAVING SERVICE—RECORDS CHECKED

CMRS CASE #: 2-30295531225 .

Employee Name: NEEDHAM, HUBERT J. **DOB:** 1870, MA

SOUNDEX: N350

[redacted]

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: _____ Area: _____ positive negative

ARCIS: _____ Area: _____ positive negative

Notes: **DOS: 1929 TO 1942; DOD: 1949, MA; LIGHTHOUSE SERVICE, MA**

Form 39A

436 887₈

D. O. Vou. No.

jpf

CERTIFICATE OF SETTLEMENT

GENERAL ACCOUNTING OFFICE

PAID BY
PAUL A. PANNING
CDO TREASURY DEPT.
COAST GUARD, WASH., D. C.
APR 4 - 1950

Claim No. 2877561

WASHINGTON, March 16, 1950
(Date)

SYMBOL NO. 4372

CERTIFICATE No. 1228847

Paying Officer will please show this CERTIFICATE NUMBER on the check used in payment hereof, and insert the check number in space provided below.

The Master, Wardens, and Members of the Grand Lodge of Masons in Massachusetts, as payer of the funeral expenses of Hubert J. Needham, deceased,
51 Boylston Street,
Boston, Massachusetts.

I CERTIFY there is due from the United States to the above-named claimant(s), payable from the appropriation(s) indicated, the sum of—

TWENTY-EIGHT AND 87/100 Dollars ($ 28.87)

on account of

retired pay due in the case of Hubert J. Needham, deceased, during the period October 1 to 19, 1949, in connection with former Lighthouse Service. (Treas., Coast Guard, (PA-Pa 75) (PAY 75))

2001241 Retired Pay, Coast Guard, 1950

To: Chief Disbursing Officer,
(Assistant Disbursing Officer,
Coast Guard Headquarters).

MEMORANDUM

Copy for Administrative Office

☆ U.S. GOVERNMENT PRINTING OFFICE 1948 719116

DATA SUPPORTING CLAIM
FOR PAY AND ALLOWANCES OF PERSONNEL
(MEMORANDUM)

U. S. COAST GUARD

31 January 1950
PA-PA 75

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

Re: Hubert J. Needham, Keeper, Retired, PLRS,
Deceased

Gentlemen:

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

Date of death:	19 October 1949
Gross pay to date of death:	$28.87
Federal Tax withheld and disposed of:	None
Other deductions:	None
Net amount due on death:	$28.87

Last paid for the period 1-30 September 1949 on D. O. Vou. No. 456-7003, settled in the September 1949 accounts of Paul D. Banning, CDO, Symbol No. 1372.

Appropriation to which chargeable: 2001241, Retired Pay, Coast Guard, 1950.

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

By direction of the Commandant.

Very truly yours,

E. F. LOWRIE, LTJG, USCG
Chief, Pay and Audit Section

LEHynes:mch
1/31/50 6-7

Comptroller General U. S.
(April 13, 1934)

FOR PAY AND ALLOWANCES OF PERSONNEL

(MEMORANDUM)

U. S. COAST GUARD

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

Appropriation: 2001241, Retired Pay, Coast Guard, 1950

Unit Headquarters Retired Roll-Lighthouse Service

Total years of service _____

Pay period, duty, or grade Retired

Monthly rate of pay $ 147.50 (Base and longevity)

For pay and allowances—

From 10/1, 19 49, to 10/19, 19 49 (Inclusive)

THE UNITED STATES, *Dr.*,

To Hubert J. Needham, Keeper, Deceased Retired
(Name)

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

_____
(Address)

CREDITS:		NOTATIONS
Subsistence allowance $		
Rental or quarters allowance		
Pay	28.87	
Balance forwarded from (Name of unit, noting month of roll or voucher)		
Sundry credits and adjustments		
TOTAL CREDITS $	28.87	
CHARGES:		
Allotment $		
Clothing		
Forfeited		
Sundry charges and adjustments		
TOTAL CHARGES $	None	

		NOTATIONS
Total Credits $	28.87	
Less—Total Charges, $		
Amt. retained		
TOTAL $		
Net amount to be paid on this voucher $	28.87	

REMARKS: Died: 19 October, 1949. Last paid for the period 1-30 September, 1949 on D. O. Vou. No. 436-7003, settled in the September, 1949 accounts of Paul D. Banning, CDO, Symbol No. 1372. U.S. Treas. Check No. 389937, returned and cancelled in the December, 1949 accounts of Paul D. Banning, CDO, Symbol No. 1372. This check was dated 31 October, 1949.

(Additional statements by Department if deemed necessary)

(ACCOUNTING CLASSIFICATION)
99-75
01990-1234

(Payee will NOT use this space)
Differences _____
Account verified: correct for $ 28.87
(Signature or initials) LE Hall

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

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

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

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

Approved for $ 28.87

Date 27 January, 1950

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

H. P. LOURIE, LTJG, USCG
Authorized Certifying Officer

U. S. GOVERNMENT PRINTING OFFICE 16—29661-1

FA -PA 75
28 December, 1949

Chief, Disbursing Section

Chief, Pay and Audit Section

Retired pay checks; cancellation of

It is requested that the retired pay check for the personnel cited below be cancelled due to the death of payee:

NAME	CHECK NO.	AMOUNT	DATE	DIED
Hubert J. Needham, Kpr.	#389,937	$45.58	10-31-49	10-19-49

E. F. LOWRIE

ADDRESS REPLY TO
THE COMMANDANT(PMM)
REFER TO FILE: CG-

22 December, 1949

To: Chief Finance and Supply Officer

1. You are informed that information was received on the date indicated below concerning the death of the persons listed. The report received established death on the date shown below.

Date of receipt of evidence of death: 4 November, 1949

verification of death received 12/22/49

Date of death established as of: 19 October, 1949

NAME	SERVICE NUMBER	RANK OR RATING
NEEDHAM, Hubert James		Keeper (LHS) Retired USCG

N. M. STROW
Commander, U.S. Coast Guard
Chief, Military Morale Division

4190

SCHEDULE OF VOUCHER DEDUCTIONS

Schedule No. 130238
Sheet No.

December 27, 1948
(Date)

General Accounting Office
(Department or Establishment)

(For Treasury Department)
(Coast Guard)
(Bureau or Office)

Made by _____ Chief Disbursing Officer Washington, D. C.
(Name) (Title) (Station)

Period December 1948
(Month or quarter ended)

D. O. Symbol No.

D. O. Voucher Number	Bureau or Office Voucher Number	Appropriation and/or Fund to be Credited (Symbol and title in full)	Amount of Deduction	Remarks
	Ctf. No. 1709177	"20F5867 Special Deposits, Federal Tax Withheld from Salaries of Federal Employees, Treasury Department"	$25.25	
		Total,	$25.25	

The accountable officer will deposit the total amount shown in the column headed "Amount of Deduction."

V. H. FAVERAULT
(Signature of approving officer)

Claims Division

Deposit(s) with Treasurer, U. S.:

Check No. _____, dated _____, for $_____; C/D No. _____, dated _____

Check No. _____, dated _____, for $_____; C/D No. _____, dated _____

alw

U. S. GOVERNMENT PRINTING OFFICE 10—2233

15 September, 1948
FA-PA 75

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

Gentlemen:

Reference your file Misc-2877561.

Inclosed is a letter of Mr. Hubert J. Needham, a retired member of the former Lighthouse Service, in which he claims the difference due in retired pay based on gross salary, which includes the amount deducted as a charge for occupancy of Government quarters, over that paid him based on net salary, for the period December 1, 1940 to June 30, 1947. In this connection, reference is made to the Comptroller General's decision of October 23, 1947 (B-70029).

Also inclosed is Standard Form 50 (9 Part), describing this retirement. This form shows correct computation of retired pay to be $546.98 per annum, whereas, for the period December 1, 1940 to June 30, 1947, Mr. Needham was paid at the rate of $462.82 per annum - an underpayment of $84.16 per year, or $7.02 per month.

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

2011255 - Retired Pay, Former Lighthouse Service, Coast Guard,	1941 -	$ 49.14
2021255 - " " " " " " "	1942 -	84.16
2031255 - " " " " " " "	1943 -	84.16
2041255 - " " " " " " "	1944 -	84.16
2051255 - " " " " " " "	1945 -	84.16
2061255 - " " " " " " "	1946 -	84.16
2071255 - " " " " " " "	1947 -	84.16
TOTAL		$ 554.10

For tax withholding purposes, the records of this office show that Mr. Needham claims 2 exemptions.

Mr. Needham's mailing address is Masonic Home, Box 85, Charlton, Mass., and his claim is forwarded for settlement. No part of this claim has been or will be paid by this office.

By direction of the Commandant.

Very truly yours,

A. F. MACKAY, Lieutenant, USCG
Chief, Pay and Audit Section

Incls:
1. Claimant's letter dtd 12/29/47
2. Standard Form 50 (9 Part)

CC: Claimant
Budget Division, Sta. 6-5

JEMuzik:mch 6-7
9/14/48

U.S. Coast Guard
Disbursing office

Charlton Mass.
Apr. 12. 1948

File

13 December 1948
FA-PA 75

From: Commandant
To: Hubert J. Needham, Kpr. (Retired)
Masonic Home
Charlton, Mass.

Subj: Retired pay

1. Reference is made to your letter dated 6 December, 1948 inquiring about your claim for retired pay covering the period 1 December, 1940 to June 30, 1947. In reply you are advised your claim was forwarded to the General Accounting Office, Claims Division, Washington 25, D. C., and copy of letter of transmittal dated 15 September, 1948 (FA-PA 75) was forwarded to you.

2. Any future correspondence relative thereto should be addressed to:

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

referring to Claim No. Misc-2877561.

A. F. MACKAY
By direction

JGant:meh
12-10-48 6-7

Charlton
Mass.
apr. 12. 1948

U.S. Coast Guard
Disbursing office.
Washington 25
D.C.

Please Send my pension check
to Hubert J. Needham
Masonic Home
Box 85 Charlton Mass

Hubert J. Needham Spv. Ret.

Plate changed
4/15/48

Form W-2

WITHHOLDING STATEMENT-SPECIAL
Wages Paid and Income Taxes Withheld

EMPLOYEE TO WHOM PAID

HUBERT J. NEEDHAM, RETIRED, FLHS
MASONIC HOME BOX 15
CHARLTON, MASSACHUSETTS

INFORMATION FOR INCOME TAX RETURN

Total wages (before payroll deductions) paid in MAY, 1949.	Federal income tax withheld, if any
$ 168.32	$ 25.25

EMPLOYER BY WHOM PAID

U. S. COAST GUARD
WASHINGTON 25, D. C.

COPY OF THIS NOTICE NOT FURNISHED TO EMPLOYEE.

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

Bureau No. Lt. 1299 *Sheet No.* 2(b)17

Space reserved for the use of the Board

1. Keedhan (Surname) Hubert (Given name) J. (Initial)

2. Department Commerce
3. Bureau Lighthouses
4. Field service Lighthouse Service
5. (a) Field station Second District Station
(b) Subdivision Rockport, Mass.
(c) City or town ____ State Mass.

6. Pay roll title Light Keeper
7. Customary office title 3rd Assistant Keeper
8. Present administrative allocation $1140-1440 1320.00
9. Present gross rate of pay $ 240.00
10. Deduction for allowances $ 1140.00
11. Net rate paid in cash $ ____

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

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

14. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, state kind and annual cost Uniform - $50.00 per year

15. (a) Regular hours of work: From No regular hours m. to ____ m. (b) How many hours per week excluding unusual or irregular overtime work?
Summer ____ Winter ____ (c) If not a full time and all-the-year-round position, state number of hours per day ____;
number of days per { week / month / year } ____ (d) If certain hours of availability for duty, outside of regular working hours, are required, state hours and type of such duty ____

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

17. (a) Does the employee in any way direct or supervise other employees? No (b) If so, in what way? (See Form 16 before answering) ____
(c) How many? ____

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

19. (a) Is the employee in any way directed, supervised, or instructed, or his work reviewed? Yes (b) If so, in what way? (See Form 16 before answering.)
Work laid out, directed and inspected by the Keeper.

20. What is the name, official position, and sheet number of the employee's immediate superior? Cecil R. Kelly Keeper Sheet No. 2(b)16

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

Elementary								High				Normal				College				Postgraduate or professional				
1	2	3	4	5	6	7	X 8	1	2	3	X 4	1	2	3	4	1	2	3	4	1	2	3	4	(Kind)

Other education (describe): ____

22. What length and kind of experience or other training did the employee possess upon original entrance into this position which was most qualifying or pertinent?
4 years in the Navy. 25 years boating experience.

10—1856

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

Percentage of working time	
50%	Operating and watching vapor light from sunset to mid. or mid. to sunrise and also operating fog signal on the same watch. Fog signal consists of air diaphone operated by Mietz & Weiss kerosene engines 18 H.P. also a day fog watch of 4 hrs.
45%	And help in general station work ordered to be done by the keeper. See keepers report on same.
5%	For mail and supplies

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

Hubert J. Needham
(Signature of Employee)

25. TO THE PREPARING OFFICER: Write your own description of the employee's work. If in describing the work of the position you would cover the same subject matter and use the same language and expressions, indicate your concurrence in the employee's statement and utilize the rest of the space below by giving further and broader information regarding the position, such as the kind and degree of responsibility involved, the ultimate purpose of the work, its place in your organization, its working conditions, etc. If more space is needed, attach a separate sheet. See instructions in Form No. 16.

The above report is correct

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

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

Sept. 29, 1928 (Date) — Edward J. Curran (Signature of Preparing Officer) — Chief Clerk (Title)

28. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief, the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $1140 to $1440

Sept. 29, 1928 (Date) — L. E. Cates (Signature of head of field office or station) — Superintendent. (Title)

29. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $1140, to $1740

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

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

Form 73

GEE-RMC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT.

Chelsea, Mass. (City) February 4, 1931 (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer with increase in salary

Name, Hubert J. Needham

Position, Assistant Keeper

Location, Plymouth Light Station

Effective, February 11, 1931

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

Legal residence, Massachusetts

Proposed salary, $1320 per annum

Proposed range, $1260-1620

Appropriation, Salaries, Keepers of Lighthouses.

Former position, 3rd Assistant Keeper

Location, Cape Ann Light Station

Former salary, $1200 per annum

Former range, $1140-1500

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

Previous incumbent, Samuel Perry- (Lt.#1339) Services terminated, January 31, 1931.

Reason, Dismissed.

Members of family in Government service, One - brother-in-law

Date of birth, November 13, 1870

Remarks: Quarters are provided for families of keepers at this station. The filling of above position is necessary for protection of life and property. (Ref. Bureau's unnumbered circular letter dated Nov. 3, 1930.)

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

Direct
Secretary, Civil Service District.

Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

February 6, 1931
FEB - 6 1931

Submitted to the Secretary of Commerce, approved.

W. P. HARMAN

Acting Commissioner of Lighthouses

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

11—2314

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

RMC

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1931 FEB 19 PM 4-18

OFFICE OF SUPERINTENDENT, 2D DISTRICT
37 MARGINAL STREET
CHELSEA, MASS.

February 18, 1931

Commissioner of Lighthouses.

Subject: Transfer of Hubert J. Needham, from position 3rd Assistant Keeper, Cape Ann Light Station to Assistant Keeper at Plymouth Light Station.

Reference: Appointment Division notice of change in compensation, dated February 10, 1931.

1. The Bureau is advised that the effective date of the above appointment is February 11, 1931.

EATON
Superintendent.

Bureau of Lighthouses, Washington

FEB 21 1931

Submitted to Secretary of Commerce for his information

For the Commissioner:

Chief, Personnel Division.

STANDARD FORM NO. 58
(Approved by the President 3/28/24)
Revised Dec. 5, 1929

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

COMMANDER, BOSTON DISTRICT
UNITED STATES COAST GUARD

Department or Establishment

Date Oct 6th 1939

1. Name in full (Mr., ~~Miss, or Mrs.~~) Needham (Surname) Hubert (Given name) James (Middle name)
2. Present address (Number) (Street) (City) (State)
3. Legal (voting) residence Mass. 13-2 (State and Congressional District) Plymouth (County) Duxbury (City or town)
4. Where born Mass. (State or foreign country) Duxbury (City or town) When born Nov. 13. 1870 (Month Day Year)
5. If foreign-born, state whether naturalized or alien
6. Indicate sex, marital condition, and race by check, thus: √ If Mrs., state other names under which previously employed.

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

7. Number and ages of dependents domiciled with you One. 58.
8. A complete record of your past service for the United States Government other than military or naval:

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
				Month	Day	Year	Month	Day	Year
Lighthouse	Cape Ann Thatchers Island	3rd asst. Keeper	$1020.	Feby	16	1928			
"	"	" "	$1140.	July	1	1928			
"	"	" "	$1200	Jan	1	1931	Feby	11	1931
"	Plymouth (Gurnet)	asst. Keeper	$1560.	Feby	12	1931			

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

NAME	POSITION AND DEPARTMENT OR OFFICE IN WHICH EMPLOYED	RELATIONSHIP
None	Position Department or office	
None	Position Department or office	
None	Position Department or office	

10. Do you now hold any State or municipal office? If so, state below: No.

(Title) (Location) (Date appointment expires)

11. Are you the wife of a disabled veteran or widow or orphan of a person who was in the military or naval service? No

(Wife, widow, or orphan) (Name of veteran) (Organization and last year of service)

12. Military and naval record. If any, check (√) to indicate branch and other information, and give dates of enlistment and discharge:

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

Enlisted Mar. 27. 1917. Discharged Mar. 26. 1921
Rank B.M. 1 C Rank B.M. 1 C
Organization Organization

Enlisted Discharged
Rank Rank
Organization Organization

[OVER]

10—1930

13. State any special qualifications not involved in your present position (for instance, lawyer, physician, civil engineer, knowledge of foreign languages, etc.) None

14. Statement of principal employment other than with the United States Government:

NAME AND ADDRESS OF EMPLOYER	POSITION AND CHARACTER OF WORK	LENGTH OF SERVICE
Dr. R. F. Miller. Duxbury mass	Care Taker	5 years

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

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

16. In case of emergency, notify Louise F. Needham

Relationship Wife Post office address Duxbury. Mass.

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

Hubert J. Needham

(Name as usually written and which will be used as official signature)

U. S. GOVERNMENT PRINTING OFFICE 10—1930

Copy of this form has not been sent to the Department

CP 75

13 November, 1940.

From: Commandant.
To: Commander, Boston District.

Subject: Hubert J. Needham, keeper; retirement.

Reference: (a) Application Form 9.
(b) Form 2806
(c) Letter from Navy Department dated 7 November, 1940, (Nav-642 LMB)

1. References (a) and (b) show verified service of Mr. Needham in the U. S. Naval Reserve Force from 27 March, 1917 to 26 March, 1921.

2. Reference (c) shows active service in that enlistment from 17 October, 1917, to 28 January, 1919, inclusive. Since only active service can be included for retirement purposes under the Act of 20 June, 1918, as amended, this reduces the total service of Mr. Needham to 14 years, and 9 days, and the annual rate of retired pay to ($1320 x years 14.0250 ÷ 40) $462.82. Form 9 has been amended accordingly, and submitted to the Department; its action in the matter will be duly referred to your office.

In the original of reference (a) the total service as computed by your office was shown as 16 years, 8 months, and 27 days, while in the carbon copy the total service was shown as 15 years, 8 months, and 27 days, and in the statement by fiscal years at the bottom of page 2 of the form, the tabulation of pay received for the last five years did not include the fiscal year 1 July, 1939, to 30 June, 1940. The average pay however was computed correctly, there being no change in Mr. Needham's compensation during the last five years of active service. Also the tabulation prepared by your office showed the beginning date of the last five-year period as 11 November, 1935. This was changed to 13 November, 1935.

By direction,

N. R. STILES,
Assistant Personnel Officer.

MAILED
NOV 14 1940
MAIL DESK

TOP

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Date 23 October, 1940.

~~Superintendent of Lighthouses~~,
COMMANDER,
BOSTON District

BOSTON, MASS.
(City)

compulsory

I hereby apply for retirement from active duty in the Lighthouse Service effective December 1, 1940, on the basis of service shown hereon.

Hubert J. Needham

Hubert J. Needham.
(Name)

MAILING ADDRESS

34 Crescent Street,
North Plymouth, Mass.

Assistant Keeper, Plymouth Light Station.
(Designation)

COMMANDER, BOSTON DISTRICT.

OFFICE OF ~~SUPERINTENDENT OF LIGHTHOUSES~~

City Boston, Mass., *Date* 23 October, 1940.

COMMANDANT, U. S. COAST GUARD,

Submitted to C~~ommissioner of Lighthouses~~, Washington, D. C., recommending retirement at $ ~~552.48~~ 462.82

per annum, effective at the close of November 30, 1940.

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

O. A. LITTLEFIELD
By direction. ~~Superintendent of Lighthouses.~~

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

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name Hubert J. Needham Date of birth November 13, 1870.

Designation Assistant Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army	Oct.	17		Jan	28	1919	
Navy	~~Mar.~~	~~27~~	1917	~~Mar.~~	~~26~~	~~1921~~	~~Verified~~
Marine Corps							1-3-17
Civilian employment							
U. S. Lighthouse & Coast Guard Service	Feb.	16	1923	Nov.	12	1940	12-8-2
							14-0-9
Total service	14	0		9			
	~~15 years, 8 months, 27 days.~~						

Does applicant receive or has he applied for a pension from the Government under any law? None. If so, give number of pension certificate or of claim: None.

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

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

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

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
Pay	Nov.	13	1935	Nov.	12	1940	5 yrs.	total	6600.00 ✓
Quarters	"	"	"	"	"	"	"	240.00	1200.00 ✓
									7800.00 ✓

Total compensation for last five years of active service $7800.00 ✓

Average compensation for last five years of active service $1560.00 ✓

Annual rate of retired pay ($1560.00 ✓ × years 14.025 ✓ (Not exceeding 30) - 40) = $546.98 ✓

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

PEL

In reply address not the signer of this letter, but Bureau of Navigation, Navy Department, Washington, D. C.

Refer to No. Nav.-642 -LMB

J. S. COAST GUARD
REC'D NOV 9 1940

NAVY DEPARTMENT

BUREAU OF NAVIGATION

WASHINGTON, D. C.

November 7, 1940

From: The Chief of the Bureau of Navigation.

To: The Commandant, U. S. Coast Guard.
(Attention: Mr. R. J. Gross).

SUBJECT: NEEDHAM, Hubert J., 123-76-83, Ex-B.M.1c., USNRF.

Statement of service of.

1. The following is a statement of the service of the above-named man for the purpose of computing pay:

Enlisted	Discharged	Absent Without Leave (Inclusive dates)		Sickness Due to Own Misconduct (Inclusive dates)		Nonperformance of Duty Because of (Inclusive dates)	
		From—	To—	From—	To—	From—	To—
USNRF 3-27-17 (4 yrs.)	3-26-21 Honorable (E.E.)	None		None		NPDI FWOP Training R. Inactive R. 3-27-17 1-29-19	None None None 10-16-17 3-26-21

Date of birth: November 13, 1870
Place of birth: Duxbury, Mass.

C. W. NIMITZ
Chief of Bureau

C. B. Hatch
By direction

U. S. GOVERNMENT PRINTING OFFICE 16—12057

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared November 13, 1940.

Name: Needham, Hubert J.

From: U. S. Coast Guard

Bureau No: 1339

Retirement, age

	FROM	TO
Position Grade Salary	Keeper Field (Range $1260-1620) $1320 p.a. plus $240 p.a. Qtrs.	
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	
Headquarters Post of Duty Appropriation Allotment Field or Deptl.	Boston, Massachusetts Plymouth Lt. Sta., Mass. Civilian Employees, C.G. Field	

EFFECTIVE
Remarks: Close November 30, 1940.

The annual rate of retired pay is $462.82

Justification:

Total service: 14 years, 9 days

Computation: ($1320 x years 14.0250 ÷ 40) $462.82.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION
Reg.

DATE OF BIRTH
11-13-1870

LEGAL RESIDENCE
Mass.

SEX	RACE
M	W

NATURE OF POSITION

NEW	ADDTL. IDENT.

VICE VACANCY	VICE

SUBJECT TO RETIREMENT ACT?
Lighthouse Act 6-20-16

DATE OF OATH

11-14-40

BUREAU OR DIVISION PERSONNEL FILES

NOV 23 1940

TREASURY DEPARTMENT
U. S. Coast Guard
Washington, D. C.

CP-75

22 November, 1940.

From: Commandant.
To: Commander, Boston District.

Subject: Retirement of Hubert J. Needham, keeper, close 11-30-40.

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

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

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

By direction,

N. R. STILES,
Assistant Personnel Officer.

52

75

U. S. COAST GUARD

DEC 2 1940

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

OFFICE OF COMMANDER
BOSTON DISTRICT

Boston, Mass.

30 November 1940.

noted
Ltd
Pay

From: Commander, Boston District.
To: Commandant.

Subject: Retirement of Hubert J.Needham, Asst. Keeper, Plymouth Light Station, Mass.

Reference: (a) Headquarters' letter 22 Nov.1940.

1. In accordance with reference (a), above-subject man was last paid on D.O. Voucher No. 1-49335, G.F.Allen, CDO, Symbol No.1-101. The period covered by the final payment was for 1-30 November, 1940, in the amount of One Hundred ten dollars ($110.00).

audit + Pay

L. SPENCER,
Chief of Staff.

Recd 7-15-48 JH

Masonic Home
Charlton Mass
July 12-48

3-V
file 75
Ret

U.S. Coast Guard
Washington
D.C.

Disbursing officer

Received 7/16/48 Ret

Dear Sir.

I have not received my Pension Check & date. Due June 30-48

Yours Respectfully

Hubert J. Needham Spr. Ret.

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

FORM APPROVED.
BUDGET BUREAU NO. 50-R064.

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—FIRST—MIDDLE INITIAL—LAST)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Needham, Hubert J. (Mr.)	11-13-1870	18	9-7-48

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

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
AMENDMENT Retirement (Age)	Close 11-30-40	

FROM		TO
Keeper	8. POSITION TITLE	
Range $1260-1620) Plus $1320 per annum) $240 pa Qtrs	9. SERVICE, GRADE, SALARY	
U. S. Coast Guard	10. ORGANIZATIONAL DESIGNATIONS	
Boston, Massachusetts Plymouth Lt. Sta., Mass.	11. HEADQUARTERS	
[X] FIELD [ ] DEPARTMENTAL	12. FIELD OR DEPT'L	[ ] FIELD [ ] DEPARTMENTAL

13. REMARKS

In accordance with the Comptroller General's Decision B-70029 dated 10-23-47, which reversed Decision A-31584 of 5-28-30, your retirement pay has been recomputed on the basis of the average gross pay (which includes the valuation of quarters for the period occupied) received during the last five years of your active duty. The computation on this basis changes the rate of your retirement pay from $462.82 to $546.98, and this notice is issued in order that you may have accurate information as to the rate of retirement pay which you are authorized to receive.

Total Service: 14 years, 0 months, 9 days.

Computation: ($1560.00 x 14.0250 ÷ 40) = $546.98

H. L. MORGAN
Chief, Civilian Personnel Division

14. SIGNATURE OR OTHER AUTHENTICATION

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

17. SEX	18. RACE	19. APPROPRIATION	20. SUBJECT TO C.S. RETIREMENT ACT (YES—NO)	21. DATE OF OATH (ACCESSIONS ONLY)	22. LEGAL RESIDENCE
M		FROM: TO: Civilian Employees, CG	XXX LH 6-20-18		Mass.

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

4. PERSONNEL FOLDER COPY

SEP 9 1948

FMC

15 September, 1948
FA-PA 75

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

Gentlemen:

Reference your file Misc-2877561.

Inclosed is a letter of Mr. Hubert J. Needham, a retired member of the former Lighthouse Service, in which he claims the difference due in retired pay based on gross salary, which includes the amount deducted as a charge for occupancy of Government quarters, over that paid him based on net salary, for the period December 1, 1940 to June 30, 1947. In this connection, reference is made to the Comptroller General's decision of October 23, 1947 (B-70029).

Also inclosed is Standard Form 50 (9 Part), describing this retirement. This form shows correct computation of retired pay to be $546.98 per annum, whereas, for the period December 1, 1940 to June 30, 1947, Mr. Needham was paid at the rate of $462.82 per annum - an underpayment of $84.16 per year, or $7.02 per month.

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

2011255 - Retired Pay, Former Lighthouse Service, Coast Guard,	1941 -	$ 49.14
2021255 - " " " " " " "	1942 -	84.16
2031255 - " " " " " " "	1943 -	84.16
2041255 - " " " " " " "	1944 -	84.16
2051255 - " " " " " " "	1945 -	84.16
2061255 - " " " " " " "	1946 -	84.16
2071255 - " " " " " " "	1947 -	84.16
TOTAL		$ 554.10

For tax withholding purposes, the records of this office show that Mr. Needham claims 2 exemptions.

Mr. Needham's mailing address is Masonic Home, Box 85, Charlton, Mass., and his claim is forwarded for settlement. No part of this claim has been or will be paid by this office.

By direction of the Commandant.

Very truly yours,

A. F. MACKAY, Lieutenant, USCG
Chief, Pay and Audit Section

Incls:
1. Claimant's letter dtd 12/29/47
2. Standard Form 50 (9 Part)

CC: Claimant
Budget Division, Sta. 6-3

JEMuzik:mch 6-7
9/14/48

3 — 2 Files

13 December 1948
FA-PA 75

From: Commandant
To: Hubert J. Needham, Kpr. (Retired)
Masonic Home
Charlton, Mass.

Subj: Retired pay

1. Reference is made to your letter dated 6 December, 1948 inquiring about your claim for retired pay covering the period 1 December, 1940 to June 30, 1947. In reply you are advised your claim was forwarded to the General Accounting Office, Claims Division, Washington 25, D. C., and copy of letter of transmittal dated 15 September, 1948 (FA-PA 75) was forwarded to you.

2. Any future correspondence relative thereto should be addressed to:

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

referring to Claim No. Misc-2877561.

13 DEC 1948

A. F. MACKAY
By direction

JGant:meh
12-10-48 6-7 ltrs

Recd 12-8-48

U.S. COAST GUARD DIST
MAIL & FILES SECTION
RECEIVED DEC 8 - 1948

Your File
Misc. 2877561

Masonic Home,
Charlton, Mass.,
Dec. 6, 1948.

The Commandant,
United States Coast Guard,
Washington, 25, D. C.

Attention General Accounting Office,
Claims Department

Gentlemen:

Your communication dated 15 September, 1948, (FA-PA 75), relative to back pay to undersigned to the amount of $554.10, is acknowledged.

This total of amounts due and accounts chargeable over the period 1941-1947, is accepted. Inasmuch as the claim is admitted, approved by the accounting office, and no further word or remittance has been received in the matter to date, it is respectfully requested that information be communicated, that I may apply to ascertain cause of delay and necessary procedure relative to hastening payment.

Very truly yours

Hubert J. Needham Kpr. Rt.

Hubert J. Needham, Kpr Rt.

4 November, 1949
PMM-75

3-2
File MD

Postmaster
Charlton, Massachusetts

NEEDHAM, Hubert James
Keeper (LHS) Retired
Masonic Home, Box 85
Charlton, Mass.

Dear Sir:

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

A pre-addressed envelope which requires no postage is inclosed for your convenience in forwarding this information.

By direction of the Commandant.

Very truly yours,

N. W. SPROW
Commander, U.S. Coast Guard
Chief, Military Morale Division

Incl.

NOV 8 1949

MJM:md return to room 2116 sta 2-4

mjm.

30 November, 1949
PMM-7

File
3-2

Superintendent
Masonic House, Box 85
Charlton, Massachusetts

Re: NEEDHAM, Hubert James
Keeper (LHS) Retired
Masonic Home, Box 85
Charlton, Massachusetts

Dear Sir:

Coast Guard Headquarters has been unofficially advised that subject named man is deceased. In view of the fact that official notification of death has not been received, it will be greatly appreciated if you will assist this office by forwarding a verification of the date and place of death, as well as the name and address of his legal next of kin. This information is necessary in order that settlement of the sums due the estate of subject named man may be made.

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

By direction of the Commandant.

Very truly yours,

N. W. SPROW
Commander, U. S. Coast Guard
Chief, Military Morale Division

Incl.

DEC 1 1949

mjm

MJM:erb return to 2-4

9 February, 1950
PMM 75

Mr. Frederick W. Hale
51 Boylston Street
Boston, Massachusetts

3-2

File
E.M.O.

My dear Mr. Hale:

Your claim for the final pay due the estate of Hubert James Needham, Keeper, former Lighthouse Service, now United States Coast Guard, Retired, has been approved by this office for payment and forwarded to the General Accounting Office.

As the Coast Guard has no further jurisdiction in the settlement of this claim, it is suggested that in event of undue delay you contact the Claims Division, General Accounting Office, Washington, D. C.

By direction of the Commandant.

Very truly yours,

N. W. SPROW
Commander, U. S. Coast Guard
Chief, Military Morale Division

Incl.
Withholding Statement - 1949

FEB 9 - 1950

WJM:eso

Return to 2--4 Room 2002

9 February, 1950
PMM 75

File
E.M.O.

3-2

General Accounting Office
Claims Division
Washington, D. C.

Sirs:

Inclosed is the claim of Mr. Frederick W. Hale claiming the final pay due the estate of ~~Hubert James Needham, Keeper, former~~ Lighthouse Service, now United States Coast Guard, Retired, who died on 19 October, 1949 as the result of natural causes.

This claim in the amount of $28.87 has been examined and is approved for payment. The appropriation to be charged is 2001241 Retired Pay, Coast Guard, 1950.

Funeral expenses incurred in this case in the amount of $195.23 have been paid as per the attached receipted funeral bill.

By direction of the Commandant.

Very truly yours,

N. W. SPROW
Commander, U. S. Coast Guard
Chief, Military Morale Division

Incls.
1 - Form No. 1055
2 - Form No. 2661
3 - Copy of Will
4 - Funeral bill

FEB 9 - 1950

MJM:eeo Return to 2--4 Room 3002

11-25-49

Hubert J. Needham
Retired Light keeper
died Oct 19 1949
at Masonic Home
Clinton, Mass

Telephone call accepted
from a Mr. Sargent,
Ha 6-6040, Masonic Lodge
Bradley

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

FORM APPROVED.
BUDGET BUREAU NO. 50-R064.

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—FIRST—MIDDLE INITIAL—LAST)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Needham, Hubert J. (Mr.)	11-13-1870	18	9-7-48

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

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
~~APPOINTMENT~~ Retirement (Age)	Close 11-30-48	

FROM		TO	
Keeper	8. POSITION TITLE		
Range $1260-1620) Plus $1320 per annum) $240 pa Qtrs	9. SERVICE, GRADE, SALARY		
U. S. Coast Guard	10. ORGANIZATIONAL DESIGNATIONS		
Boston, Massachusetts Plymouth Lt. Sta., Mass.	11. HEADQUARTERS		
[ ] FIELD [X] DEPARTMENTAL	12. FIELD OR DEPT'L	[ ] FIELD [ ] DEPARTMENTAL	

13. REMARKS

In accordance with the Comptroller General's Decision B-70029 dated 10-23-47, which reversed Decision A-31584 of 5-28-30, your retirement pay has been recomputed on the basis of the average gross pay (which includes the valuation of quarters for the period occupied) received during the last five years of your active duty. The computation on this basis changes the rate of your retirement pay from $462.82 to $546.98, and this notice is issued in order that you may have accurate information as to the rate of retirement pay which you are authorized to receive.

Total Service: 14 years, 0 months, 9 days.

Computation: ($1560.00 x 14.0250 ÷ 40) = $546.98

14. SIGNATURE OR OTHER AUTHENTICATION

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

17. SEX	18. RACE	19. APPROPRIATION	20. SUBJECT TO C.S. RETIREMENT ACT (YES—NO)	21. DATE OF OATH (ACCESSIONS ONLY)	22. LEGAL RESIDENCE
M		FROM: TO: Civilian Employees, CG	~~YES~~ NO LH 6-20-18		Mass.

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

Boston, Mass.,

6 December, 1940.

From: Commander, Boston District.
To: Commandant.

Subject: Hubert J. Needham, retired; mailing address.

1. Headquarters is advised that the mailing address of subject-named man has been changed to 4 Smith Lane, North Plymouth, Massachusetts.

O. A. LITTLEFIELD
By direction.

Boston, Mass.

30 November 1940.

From: Commander, Boston District.
To: Commandant.

Subject: Retirement of Hubert J.Needham, Asst. Keeper, Plymouth Light Station, Mass.

Reference: (a) Headquarters' letter 22 Nov.1940.

1. In accordance with reference (a), above-subject man was last paid on D.O. Voucher No. 1-49335, G.F.Allen, CDO, Symbol No.1-101. The period covered by the final payment was for 1-30 November, 1940, in the amount of One Hundred ten dollars ($110.00).

L. SPENCER,
Chief of Staff.

TREASURY DEPARTMENT
U. S. Coast Guard
Washington, D. C.

22 November, 1940.

CP-75



From: Commandant.
To: Commander, Boston District.

Subject: Retirement of Hubert J. Needham, keeper, close 11-30-40.

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

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

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

By direction,

N. R. STILES,
Assistant Personnel Officer.

Form No. 2599
TREASURY DEPARTMENT
U. S. Coast Guard
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

NEEDHAM	HUBERT	J.	Civilian	Assistant Keeper
(Surname)	(First name)	(Middle initial)	(Service No.)	(Rank or rating)

PLYMOUTH LIGHT STATION	DUXBURY, MASS.	29 November, 1940.
(Unit)	(Place)	(Date)

RETIREMENT, DUE TO AGE, EFFECTIVE CLOSE NOVEMBER 30, 1940; RETIRED PAY $462.82 PER ANNUM.

PRESENT SALARY: $1320 P. A. (RANGE: $1260-$1620).

AUTHORITY:

Form 2249, approved 11-14-40.

(Commanding)
O. A. LITTLEFIELD
By direction.
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	Statistics	Correspondence	Records

U. S. GOVERNMENT PRINTING OFFICE 0 10935

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared November 13, 1940.

Name: Needham, Hubert J.

From: U. S. Coast Guard

Bureau No: 1339

Retirement, age

	FROM	TO
Position	Keeper	
Grade	Field (Range $1260-1620)	
Salary	$1320 p.a. plus $240 p.a. Stre.	
Bureau or Div.	U. S. Coast Guard	
Organizational Subdivisions		
Headquarters	Boston, Massachusetts	
Post of Duty	Plymouth Lt. Sta., Mass.	
Appropriation	Civilian Employees, C.G.	
Allotment		
Field or Deptl.	Field	

EFFECTIVE
Remarks: Close November 30, 1940.

The annual rate of retired pay is $462.82

Justification:

Total service: 14 years, 9 days

Computation: ($1320 x years 14.0250 ÷ 40) $462.82.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 11-13-1870

LEGAL RESIDENCE: Mass.

SEX	RACE
M	W

NATURE OF POSITION

NEW	ADDTL. IDENT.

VICE VACANCY	VICE

SUBJECT TO RETIREMENT ACT?
Lighthouse Act 6-20-16

DATE OF OATH

SUBORDINATE ADMINISTRATIVE OFFICE

Boston, Mass.,

29 November, 1940.

From: Commander, Boston District.
To: Hubert J. Needham, Assistant Keeper, Plymouth Light Station (34 Crescent Street, North Plymouth, Mass.

Subject: Retirement, age.

Reference: (a) Personnel Notification.

Inclosure: (1) Reference (a).

1. Inclosure (1) is forwarded you herewith retiring you from active duty, due to age, effective at the close of November 30, 1940.

2. The records of this office indicate that you had Military Service in the U. S. Navy from March 27, 1917 to March 26, 1921, but upon verification with the Navy Department at Washington, it was found that your active service was from October 17, 1917 to January 28, 1919, inclusive. Since only active service can be included for retirement purposes under the Act of 20 June, 1918, your total service is 14 years and 9 days, thereby reducing your annual rate of retired pay to $462.82, in accordance with reference (a).

O. A. LITTLEFIELD
By direction.

75

Boston, Mass.,

21 October, 1940.

From: Commander, Boston District.
To: Hubert J. Needham, Assistant Keeper, Plymouth Light Station (via Officer in Charge, DUXBURY STATION.)

Subject: Compulsory retirement.

Reference: (a) Form 9.

Inclosure: (1) Reference (a).

1. In view of the fact that you will reach the age of seventy years on 13 November, 1940, it will become necessary for you to retire from active duty in the Coast Guard under the provisions contained in the Lighthouse Service Retirement Act of June 20, 1918, at the retired rate of ~~$519.~~ 432.48 per annum, effective on the first of the month following the date upon which you attain the age of seventy.

2. Three copies of inclosure (1) are forwarded you herewith for signature and prompt return to this office in order that there will be no delay in recommending your retirement. Information is also desired as to the correct answers to be supplied to questions marked by a check and also the address to which you desire your retirement check mailed.

3. Upon receipt of this letter you may commence your annual leave to the close of 30 November, 1940, for which a form 79 should be submitted to this office.

O. A. LITTLEFIELD
By direction.

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Date 23 October, 1940.

~~Superintendent of Lighthouses~~,
COMMANDER,
BOSTON District

BOSTON, MASS.
(City)

compulsory

I hereby apply for retirement from active duty in the Lighthouse Service effective December 1, 1940, on the basis of service shown hereon.

MAILING ADDRESS

34 Crescent Street,
North Plymouth, Mass.

/s/ HUBERT J. NEEDHAM
(Name)

Assistant Keeper, Plymouth Light Station.
(Designation)

COMMANDER, BOSTON DISTRICT.
OFFICE OF ~~SUPERINTENDENT OF LIGHTHOUSES~~

City Boston, Mass., *Date* 23 October, 1940.

COMMANDANT, U. S. COAST GUARD,

Submitted to ~~Commissioner of Lighthouses~~, Washington, D. C., recommending retirement at $552.48 per annum, effective at the close of November 30, 1940.

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

O. A. LITTLEFIELD
By direction. ~~Superintendent of Lighthouses.~~

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

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name Hubert J. Needham Date of birth November 13, 1870.

Designation Assistant Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy	Mar.	27	1917	Mar.	26	1921	Verified
Marine Corps	(active service 17 October, 1917 to 28 January, 1919)						
Civilian employment							
U. S. Lighthouse & Coast Guard Service	Feb.	16	1923	Nov.	12	1940	
Total service	~~16 years, 8 months, 27 days.~~					14 years, 9 days.	

Does applicant receive or has he applied for a pension from the Government under any law? None If so, give number of pension certificate or of claim: None

Does applicant receive or has he applied for compensation under the War Risk Insurance Act? None If so, give number of claim: None

Does applicant receive or has he applied for compensation under the Federal Compensation Act, as amended? None

If so, state the compensation received: None

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

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

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
Asst. Keeper	Nov.	12	1935	June	30	1936		$1320 pa.	836.00
	July	1	1936	June	30	1937		"	1320.00
	July	1	1937	June	30	1938		"	1320.00
	July	1	1938	June	30	1939		"	1320.00
	July	1	1939	June	30	1940		"	1320.00
	July	1	1940	Nov.	13	1940			480.00

Total compensation for last five years of active service $6600.00.

Average compensation for last five years of active service $1320.00

Annual rate of retired pay ($ 1320 × years ~~16.7417~~ 14.0250 ÷ 40) = ~~$553.48.~~ $462.82

(Not exceeding 30)

U. S. GOVERNMENT PRINTING OFFICE 11—10551

Address 34 Cres

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

HEADQUARTERS

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

WASHINGTON 13 November, 1940.

BOSTON DISTRICT RECEIVED NOV 15 1940 U.S. COAST GUARD

From: Commandant.
To: Commander, Boston District.

Subject: Hubert J. Needham, keeper; retirement.

Reference: (a) Application Form 9.
(b) Form 2806
(c) Letter from Navy Department dated 7 November, 1940, (Nav-642 LMB)

1. References (a) and (b) show verified service of Mr. Needham in the U. S. Naval Reserve Force from 27 March, 1917 to 26 March, 1921.

2. Reference (c) shows active service in that enlistment from 17 October, 1917, to 28 January, 1919, inclusive. Since only active service can be included for retirement purposes under the Act of 20 June, 1918, as amended, this reduces the total service of Mr. Needham to 14 years, and 9 days, and the annual rate of retired pay to ($1320 x years 14.0250 ÷ 40) $462.82. Form 9 has been amended accordingly, and submitted to the Department; its action in the matter will be duly referred to your office.

In the original of reference (a) the total service as computed by your office was shown as 16 years, 8 months, and 27 days, while in the carbon copy the total service was shown as 15 years, 8 months, and 27 days, and in the statement by fiscal years at the bottom of page 2 of the form, the tabulation of pay received for the last five years did not include the fiscal year 1 July, 1939, to 30 June, 1940. The average pay however was computed correctly, there being no change in Mr. Needham's compensation during the last five years of active service. Also the tabulation prepared by your office showed the beginning date of the last five-year period as 11 November, 1935. This was changed to 13 November, 1935.

By direction,

N. R. STILES,
Assistant Personnel Officer.

NEEDHAM	HUBERT	JAMES	Nov. 13	1870	Mass.		Plymouth	Duxbury	
			M	W			(U.S.N.R.F.)	x	
Birthplace: Duxbury, Mass.				70					x

				U.S.Navy R.F.(Verified)
Enlisted	Boatswain Mate,1c.		3-27-17	Duxbury, Mass.Ser.#123768
Hon. Disch.			3-26-21	Boston, Mass.
				Com.,2nd LH Dist.,Chelsea,
Prob.Appt.	3rd Assistant Keeper	1020.pa.*1260.pa.	2-16-28	Mass. - Cape Ann LH.
Act.5-28-28		1140.pa.*1380.pa.	7-1-28	do.
Chg.in pay		1200.pa.*1440.pa.	1-1-31	do.
Trans.	Assistant Keeper (Range: 1260-1620)	1320.pa.*1560.pa.	2-11-31	Plymouth LH. (Gurnet)
A. Trans. Reorg. Plan No. II, 5-9-39			7-1-39	Treasury - Coast Guard - Boston, Mass.

* Includes $240 pa. allowed for family quarters.

0 0

STANDARD FORM NO. 6
(Approved by the President 3/28/24)
Revised Dec. 5, 1929

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

COMMANDER, [redacted] DISTRICT

Department or Establishment UNITED STATES COAST GUARD. Date Oct. 6th 1939

1. Name in full (Mr., ~~Miss~~, or ~~Mrs.~~) Needham (Surname) Hubert (Given name) James (Middle name)
2. Present address ____ (Number) ____ (Street) Duxbury (City) Mass (State)
3. Legal (voting) residence Mass. 15th (State and Congressional District) Plymouth Co. (County) Duxbury (City or town)
4. Where born Mass. (State or foreign country) Duxbury (City or town) When born Nov. 13. 1870 (Month Day Year)
5. If foreign-born, state whether naturalized or alien ____
6. Indicate sex, marital condition, and race by check, thus: √ If Mrs., state other names under which previously employed.

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

7. Number and ages of dependents domiciled with you One. 5 4
8. A complete record of your past service for the United States Government other than military or naval:

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
				Month	Day	Year	Month	Day	Year
Lighthouse	Cape Ann Thatchers Island	3rd asst. Keeper	$1020	Feby	16	1928			
"	"	" "	1140	July	1	1928			
"	"	" "	$1200	Jan	1	1931	Feby	11	1931
"	Plymouth Gurnet	asst. Keeper	$1560	Feby	12	1931			

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

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

10. Do you now hold any State or municipal office? If so, state below: No.

(Title) (Location) (Date appointment expires)

11. Are you the wife of a disabled veteran or widow or orphan of a person who was in the military or naval service? No.

(Wife, widow, or orphan) (Name of veteran) (Organization and last year of service)

12. Military and naval record. If any, check (√) to indicate branch and other information, and give dates of enlistment and discharge:

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

Enlisted Mar. 27. 1917 Discharged Mar. 26. 1921 | Enlisted ____ Discharged ____

Rank B.M. 1 C. Rank B.M. 1 C. | Rank ____ Rank ____

Organization ____ Organization ____ | Organization ____ Organization ____

[OVER]

10—1930

13. State any special qualifications not involved in your present position (for instance, lawyer, physician, civil engineer, knowledge of foreign languages, etc.) None.

14. Statement of principal employment other than with the United States Government:

NAME AND ADDRESS OF EMPLOYER	POSITION AND CHARACTER OF WORK	LENGTH OF SERVICE
Dr. R. T. Miller. Duxbury mass	Care Taker	5 years

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

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

16. In case of emergency, notify Louise F. Needham

Relationship Wife Post office address Duxbury mass.

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

Hubert J. Needham

(Name as usually written and which will be used as official signature)

U. S. GOVERNMENT PRINTING OFFICE 10—1930

RMC

February 18, 1931

Commissioner of Lighthouses.

Subject: Transfer of Hubert J. Needham, from position 3rd Assistant Keeper, Cape Ann Light Station to Assistant Keeper at Plymouth Light Station.

Reference: Appointment Division notice of change in compensation, dated February 10, 1931.

1. The Bureau is advised that the effective date of the above appointment is February 11, 1931.

EATON
Superintendent.

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

February 10, 1931.

SUPT. OF LIGHTHOUSES FEB 16 1931 2nd DIST. CHELSEA, MASS.

LIGHTHOUSES 1931 FEB 14 AM 9:23

Mr. Hubert J. Needham,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective February 11, 1931, or entrance on duty (change in duties and station).

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

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER

Chief of Appointment Division.

From: $1200 per annum

To: $1320 per annum

Service and grade: Field

Appropriation (unit):

L
2

Orig. furnished
Mrs. Needham
2/16/31
RHW

GOVERNMENT PRINTING OFFICE 11—9051

Form 73
GEB-RMC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT,

Chelsea, Mass. (City) February 4, 1931 (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer with increase in salary

Name, Hubert J. Needham

Position, Assistant Keeper

Location, Plymouth Light Station

Effective, February 11, 1931 [1] ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Legal residence, Massachusetts

Proposed salary, $1320 per annum

Proposed range, $1260-1620

Appropriation, Salaries, Keepers of Lighthouses.

Former position, 3rd Assistant Keeper

Location, Cape Ann Light Station

Former salary, $1200 per annum

Former range, $1140-1500

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

Previous incumbent, Samuel Perry

Services terminated, January 31, 1931.

Reason, Dismissed.

Members of family in Government service, One - brother-in-law

Date of birth, November 13, 1870

Remarks: Quarters are provided for families of keepers at this station. The filling of above position is necessary for protection of life and property. (Ref. Bureau's unnumbered circular letter dated Nov. 3, 1930.)

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

Direct
Secretary, Civil Service District.

Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

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

11—2314

GEE-RMC

February 4, 1931.

H.J.Needham, 3rd Asst.Keeper,
Cape Ann Light Station.
(Through the Keeper)

1. You are advised that you are being nominated for the position of assistant keeper at Plymouth Light Station, salary $1320 per annum, effective February 11, 1931, or as soon thereafter as Department approval is granted on same. It is intended, to move you before that date, however, and you are advised that the tender will arrive Monday, Feb.9, for that purpose. Have your household goods in readiness for the tender to pick up.

EATON
Superintendent.

Copy for Master, Tender Lotus:
You are directed to move Keeper Needham from Cape Ann to Plymouth Light Station as stated above.
Also, while you are at Cape Ann, take on board motor boat #35 and bring to Chelsea Depot.

Copy for Keeper, Plymouth Light Station.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SECOND DISTRICT

SUPT. OF LIGHTHOUSES
FEB 6 1931
2nd DIST. CHELSEA, MASS.

Supt.
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Power Boat

Sent Via. Radio 7 P.M.

. Thatcher's Island Light
(Station, Depot, or Vessel)

Rockport, Mass., Feb. 3, 1931

Confirmation

Superintendent Of Lighthouses

Chelsea, Mass.

Through Keeper.

I desire to accept transfer to Plymouth Light Station as Ass'nt. keeper.

Please give me sufficent notice as to when the tender will arrive for my goods.

Fowarded
C.R. Kelley
Keeper

H. J. Needham
3rd. Ass'nt.

Message recd from DC[redacted] Feb 4 1931 9:10 a.m.

From THACHER ISLAND

I DESIRE TO ACCEPT TRANSFER TO PLYMOUTH LIGHT STATION AS ASSISTANT KEEPER STOP PLEASE GIVE SUFFICIENT NOTICE TO WHEN TENDER WILL ARRIVE FOR MY GOODS.

sgd H J Needham
3rd Asst.

E. Transfer to Plymouth

meh

RMC

Feb. 3, 1931.

CONFIRMATION

Message sent via D.C.O.
at 4.30 P.M.

To Keeper, Cape Ann Light Station:

ADVISE BY RADIO IF THIRD ASSISTANT NEEDHAM DESIRES TRANSFER
TO PLYMOUTH LIGHT STATION SALARY $1320 PER ANNUM

EATON

Copy for Commandant,
First Naval Dist.,
Boston, Mass.

Form A-38

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

SUPT. OF LIGHTHOUSES
JAN 9 1931
2nd DIST. CHELSEA, MASS.

December 30, 1930

Mr/ Hubert J. Needham

Through the Commissioner of Lighthouses.

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

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

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER.

Chief of Appointment Division.

From: $1140

To: $1200

Service and grade: Range $1140-1500

Appropriation (unit): Salaries, Keepers of Lighthouses.

2nd District.

WHC

GOVERNMENT PRINTING OFFICE 11—9061

RMC

November 16, 1929.

H. J. Needham, 3rd Asst. Keeper,
Cape Ann Light Station.
(Through the Keeper)

1. Receipt is acknowledged of your letter dated November 13,1929, in which you request consideration for transfer to Plymouth "Gurnet" Light Station, in event of future vacancy at that station.

2. You are advised that your above requesthas been placed on file and that when vacancy occurs to which you could be transferred, you will receive proper consideration. Requestss have already been received from the assistant keepers of Duxbury Pier and Plymouth "Gurnet" Light Stations, to exchange positions, which requests will probably be granted.

Superintendent.

Supt. ✓ E — Note on cards

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Supt.
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

Cape Ann Light
(Station, ~~Depot, or Vessel~~)

Rockport mass Nov 15th, 1929

Supt.
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
~~2nd Clerk~~ ✓ on card
3rd Clerk
4th Clerk
5th Clerk
Messenger

Supt. of Lighthouses
Chelsea mass.
Through Keeper:

I here by request a transfer to Gurnet Light Station Plymouth mass. Should a Vacancy occur.

H. J. Needham 3rd asst.

Signed approved:
C.R. Kelley Keeper.

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

Bureau No. 12 *Sheet No.* 2(b)17

Space reserved for the use of the Board

1. Needham (Surname) Robert (Given name) J. (Initial)

2. Department Commerce
3. Bureau Lighthouse
4. Field service Lighthouse Service
5. (a) Field station Grand Duchien Station
(b) Subdivision Rockport, Mass.
(c) City or town ____ State ____

6. Pay roll title Light Keeper
7. Customary office title 2nd Assistant Keeper
8. Present administrative allocation $1140-1440 1380.00
9. Present gross rate of pay $ 240.00
10. Deduction for allowances $ 1140.00
11. Net rate paid in cash $ ____

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

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

14. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, state kind and annual cost Uniform - $60.00 per year

15. (a) Regular hours of work: From No regular hours m. to ____ m. (b) How many hours per week excluding unusual or irregular overtime work?
Summer ____ Winter ____ (c) If not a full time and all-the-year-round position, state number of hours per day ____;
number of days per { week / month / year } ____ (d) If certain hours of availability for duty, outside of regular working hours, are required, state hours and type of such duty ____

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

17. (a) Does the employee in any way direct or supervise other employees? No (b) If so, in what way? (See Form 16 before answering) ____
(c) How many? ____

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

19. (a) Is the employee in any way directed, supervised, or instructed, of his work reviewed? Yes Work is duly directed and inspected by the Keeper (b) If so, in what way? (See Form 16 before answering.)

20. What is the name, official position, and sheet number of the employee's immediate superior? Cecil L. Kelly Keeper Sht No. 2(b)14

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

Elementary								High				Normal				College				Postgraduate or professional				
1	2	3	4	5	6	7	8	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	(Kind)
							X			X														

Other education (describe): ____

22. What length and kind of experience or other training did the employee possess upon original entrance into this position which was most qualifying or pertinent? 4 years in the Navy. 25 years boating experience.

10—1856

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

Percentage of working time	
50%	Operating and watching vapor light from sunset to mid. or mid. to sunrise and also operating fog signal on the same watch. Fog signal consists of air diaphone operated by Mists & Weiss kerosene engines 18 H.P. also a day fog watch of 4 hrs.
45%	And help in general station work ordered to be done by the keeper. See keepers report on same.
5%	For mail and supplies

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

Hubert J. Needham
(Signature of Employee)

25. TO THE PREPARING OFFICER: Write your own description of the employee's work. If in describing the work of the position you would cover the same subject matter and use the same language and expressions, indicate your concurrence in the employee's statement and utilize the rest of the space below by giving further and broader information regarding the position, such as the kind and degree of responsibility involved, the ultimate purpose of the work, its place in your organization, its working conditions, etc. If more space is needed, attach a separate sheet. See instructions in Form No. 16.

The above report is correct

Seven months.

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

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

Sept. 29, 1928 (Date) — Edward J. Curran (Signature of Preparing Officer) — Chief Clerk (Title)

28. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief, the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $1200 to $1440

Sept. 29, 1928 (Date) — Geo. E. Eaton (Signature of head of field office or station) — Superintendent. (Title)

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

----------, 1928 (Date) — ---------- (Signature of head of bureau or his representative) — ---------- (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1929

10—1856

HL

July 19, 1928

Keeper, Cape Ann Light Station:

Referring to the second paragraph of your letter of July 18, regarding medical treatment in the case of 3rd asst. Needham, you are advised that Form 206 is not longer necessary. Whenever Needham requires medical treatment issue Form 207. as usual.

EATON
Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE

LIGHT[redacted]E SERVICE

SECOND DISTRICT

SUPT. OF LIGHTHOUSES 2nd DIST. CHELSEA, MASS.
JUL 19 1928

Supt. ✓
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk ✓
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

Cape Ann Light
(Station, Depot, or Vessel)

Rockport, Mass. 7/18, 1928

Superintendent of Lighthouses
Chelsea, Mass.

Reference: Letter of July 12.
Subject: Diaphone valve.

1. I have given this diaphone several tests and it is working, and has worked O. K. with new valve.

2. Does Mr. H.J.Needham 3rd. ass'nt. have to have form #206 to entitle him to public Health Service, should he need same?

C. R. Kelley
Keeper

RMC

Lighthouse Service, 2nd Dist.,

Chelsea, Mass., July 17, 1928.

August 15 8

xxx

Hubert J. Needham

3rd Assistant Keeper

$1020 per annum

Salaries, Keepers of Lighthouses

Cape Ann Light Station

February 16, 1928.

Superintendent.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

1ST DIST. MAINE LIGHTHOUSES
AUG 1 1928

July 1, 1928.

Mr. Hubert J. Needham,

Through the Chief, Bureau of Lighthouses.

Sir:

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

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

From: $1020

To: $1140

11—9564

2

Asst Keeper

Form A-30

NOT TO BE ACCEPTED AS AUTHORITY FOR INVESTIGATION OPERATIONS UNLESS ACCOMPANIED BY OFFICIAL CREDENTIALS

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

SUPT. OF LIGHTHOUSES FEB 27 1928 2ND DIST. CHELSEA, MASS.

February 18, 1928.

Mr. Hubert J. Needham,

LIGHTHOUSES

Through the Commissioner of Lighthouses.

1928 FEB 25 AM 11 01

Sir:

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

Keeper

in the Lighthouse Service

at a salary of Ten Hundred and Twenty dollars per annum,

effective February 16, 1928.

Nature of appointment: Probational

Civil Service authority: Secretary, First Civil Service District

Classification allocation:

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

2.
V

GOVERNMENT PRINTING OFFICE

Appropriation (unit): Field

Vice: George W. Seavey

Legal Residence:

Orig. funded to Treasurer 2-27-28 RPMC

11-8657

ADDRESS:
THE SECRETARY
FIRST U. S. CIVIL SERVICE DISTRICT
CUSTOMHOUSE TOWER
BOSTON, MASS.

Supt.
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Copyist

UNITED STATES CIVIL SERVICE COMMISSION

FIRST UNITED STATES CIVIL SERVICE DISTRICT

COMPRISING CONNECTICUT, MAINE, MASSACHUSETTS, NEW HAMPSHIRE, RHODE ISLAND, AND VERMONT

OFFICE OF THE SECRETARY, BOSTON, MASS.

IN YOUR REPLY REFER TO
FILE R/mas
AND DATE OF THIS LETTER

February 17, 1928

SUPT. OF LIGHTHOUSES
FEB
18
1928
2nd DIST. CHELSEA, MASS.

Dr. Byron L. Leavitt
Duxbury
Massachusetts

Sir:

The records in the office of the Superintendent of Lighthouses, District 2, Chelsea, Mass., show that Mr. H. J. Needham filed an application for the position of Assistant Lighthouse Keeper on which the medical certificate was executed by you on October 19, 1927, and that you gave his exact weight as 120 pounds. The position of Assistant Keeper is one which is filled as a result of a non-educational examination, that is, the applicant does not have to take a written test but is rated on his physical ability and experience.

Mr. Needham's name was reached for appointment and he was selected, but before he could be placed on duty, it was necessary for him to be examined by a government physician in the Public Health Service at Boston, who found that he weighed but 105 pounds. On being questioned concerning the discrepancy in weight, he stated that you did not weigh him, but guessed his weight.

If Mr. Needham's true weight had been shown correctly in his application, he would have received a general average of but 92.80, whereas with the weight that you gave him, he received a rating of 94.30, to which he was not entitled, and which resulted in his name being placed on the register with a standing not legally his.

It is of the utmost importance that medical certificates be correctly executed, and you are requested, if any more applicants for United States Civil Service examinations come to you to have the medical certificate executed, to exercise due care to have the medical certificates correct. Because medical certificates have been wrongly executed by physicians in different parts of the United States, the Commission has refused to accept medical certificates executed by them, and this information is given to you so that you may be more careful in the future.

Very respectfully,

E. L. Reynolds
District Secretary.

c.c. to the Secretary, Board of Examiners
Office of the Lighthouse Superintendent
Chelsea, Mass.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Supt.
1st Asst. Supt
Chief Clerk
Asst. Supt
Draftsman
Junior Engr
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
6th Clerk
Messenger
Depot Appr.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SECOND DISTRICT

SUPT. OF LIGHTHOUSES
FEB
18
1928
2nd DIST. CHELSEA, MASS.

Cape Ann Light
(Station, Depot, or Vessel)

Rockport Mass 2/16, 1928

Superintendent of Lighthouses
Chelsea Mass.

Mr. Hubert J. Needham new 3rd assn't reported here at 3:30 P.M. Feb. 16 and immediately went on duty.

C P Kelley
Keeper.

RMC

Commerce Lighthouse Service, 2nd District,

Hubert J. Needham

Sgd. Hubert J. Needham

16th February 1928

Chelsea Mass.

(Sgd) Thomas A. Lee
Chief Clerk

3rd Assistant Keeper, Cape Ann Light Station.

February 16, 1928.

Orig. forwarded to Bureau 2/16/28 RMC

STANDARD FORM NO. 6
(Approved by the President March 28, 1924)

PERSONAL HISTORY

(Statement to be prepared by appointee in his own handwriting)

Bureau, division, or office Department of Commerce, Lighthouse Service

1. Name in full Hubert James Needham

2. Legal (voting) residence Mass. (State and Congressional District) Plymouth (County) Duxbury (City or town)

3. Where born? Mass. (State or foreign country) Duxbury (City or town) When born? Nov. 13, 1870 (Date)

4. If foreign, state whether naturalized or alien

5. Indicate sex, marital condition, and race by check, thus: √

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

6. A complete record of your past civil service for the United States Government:

BRANCH OF SERVICE AND PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
			Month	Day	Year	Month	Day	Year
None								

7. Military and naval record. If any, check (√) to indicate branch and other information and give dates of enlistment and discharge:

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

Enlisted Marc. 27, 1917 Discharged Mar. 26, 1921

Organization

Enlisted Discharged

Organization

8. EDUCATION (Circle number of years)

Common school								High school				College				Degrees, if any
1	2	3	4	5	6	7	8	1	2	3	4	1	2	3	4	
							√			√						

9. State special qualifications

10. Name, relationship, and address of person to be notified in case of emergency:

Louise F. Needham (Name) Wife (Relationship)

Robert G. Needham Duxbury, Mass. Brother
(Post office address)

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

/s/ Hubert James Needham
(Name as usually written and which will be used as official signature)

Feb. 16, 1928. (Date)

Present address Duxbury, Mass.

Original forwarded to Bureau 2/16/28 8 PM C

10—1659 GOVERNMENT PRINTING OFFICE

TAL-HL

February 15, 1928

Secretary, First Civil Service Commission,
Custom House Tower,
Boston, Mass.

Sir:

1. Reference is made to application No. 1983, H. J. Needham, Assistant Lighthouse Keeper.

2. The Commission is informed that Mr. Needham was examined by Dr. Byron I. Leavitt, Duxbury, Mass., on October 19, 1927, and in the certificate gave exact weight at 120 pounds. Mr. Needham's application was rated by this Board and placed on eligible register with the rating of 94.3. He was nominated for the position of 3d asst. keeper Cape Ann Light Station and was examined by Past Asst. Surgeon McLellan at the U. S. Marine Hospital on February 14, 1928. The weight as given by the Public Health Surgeon is 105 pounds. Prior to Mr. Needham's departure for his station he was questioned as to the method of weighing employed by the doctor at Duxbury and he stated that the doctor did not weigh him but guessed his weight.

3. Mr. Needham's rating was not changed in view of the fact that he was already on the register and entitled to veteran's preference. Had his correct weight been shown on the original application his physical rating would have been reduced to 85% and his general average would have been reduced to 92.8.

4. It is recommended that no action be taken detrimental to the applicant, but the matter as to the examination as performed by the doctor at Duxbury is referred to the Commission for any action it may desire to take.

Respectfully,

Thomas A. Dolan

Secretary, Local Board of Examiners.

C-70

OFFICE OF THE SECRETARY OF THE
FIRST UNITED STATES CIVIL SERVICE DISTRICT
Customhouse Tower, Boston, Mass.

Supt.
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

SUPT. OF LIGHTHOUSES
FEB
16
1928
2nd DIST. CHELSEA, MASS.

Feb.15,1928.

Sup't.of Lighthouses,
37 Marginal Street,
Chelsea,Mass.
(thru the Secretary,Board
of Civil Service Examiners),

Sir: Your recommendation for the appointment of Hubert J.Needham as keeper in your service **

has today been endorsed as regular and forwarded to Washington.

Very respectfully,

E.L.Reynolds

E.L.REYNOLDS,
District Secretary.

** also your recommendation for the appointment of Calvin B.Beal as keeper at Minots Ledge Light Station,Mass.

RMC

SUPT. OF LIGHTHOUSES FEB 14 1928 2ND DIST. CHELSEA, MASS.

LETTER OF AUTHORITY

.....FIRST.....U. S. CIVIL SERVICE DISTRICT

Chelsea, Mass. Feb. 14, 1928.
Place Date

Register Assistant Lighthouse Keeper

Average 94.3 (Inc. 5 for M.P.)

Mr. Hubert J. Needham,
Duxbury, Mass.

Dear Sir: (Or Madam)

You are being nominated
~~Your name is being considered~~ for appointment under eligibility on the above named register, and in accordance with provisions of Civil Service Rule V, Section 4 (b) relating to physical fitness.

You are requested to report for a physical examination on February 14 1928, between the hours of 8 and 9 and 4.30 at the Public Health station at Chelsea Marine Hospital

presenting this letter as your authority.

This examination is necessary in connection with appointments, even though a medical certificate may have been submitted with the application for the purpose of securing eligibility under the examination.

Very respectfully,

E. L. REYNOLDS
District Secretary

By .....
~~Nominating Officer~~ or Local Board.
Secretary

NOTE to Medical Officer.
Please return executed Medical Certificate to Lighthouse Superintendent, 37 Marginal St., Chelsea, Mass.

N. B. This letter of authorization is to be returned together with the executed form No. 2413 by the U. S. Public Health medical officer to the district secretary, except when the letter is signed by a nominating officer or local board in which event they should be sent that office or board. Neither this letter nor the medical certificate should be returned to the applicant or eligible.

8-23-23

RMC

Feb. 14, 1928.

Keeper, Cape Ann Light Station,
Rockport, Mass.

The bearer of this letter is Hubert J. Needham, new 3rd Assistant Keeper at Cape Ann Light Station, effective Feb. 16, 1928. Make required report as to arrival of Mr. Needham at station, etc., to office.

For and in the absence of the Superintendent.

Chief Clerk.

Rockport 71
Lobolly Cove.

RMC

February 13, 1928.

Keeper, Cape Ann Light Station:

You are informed that Hubert J. Needham has been nominated for the position of 3rd assistant keeper at Cape Ann Light Station, effective February 16, 1928, salary $1020 per annum.

Superintendent.

Ex. ma Leeloo
Clerk 0156

RMC

February 11, 1928.

Mr. Hubert J. Needham,
Duxbury, Mass.

Sir:

You are informed that you have been nominated for appointment as 3rd assistant keeper, Cape Ann Light Station, salary $1020 per annum, effective February 16, 1928. It is requested that you report to this office the first part of the week to fill out the necessary forms and undergo examination at the Chelsea Marine Hospital.

Respectfully,

For and in the absence of the Superintendent.

Chief Clerk.

Form 73

TAL-RHC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT.

Chelsea, Mass., (City.) February 11, (Date.) 19 28

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Probationary appointment.

Name, Hubert J. Needham — Legal residence, Massachusetts

Position, Keeper(3rd Assistant) — Salary, $1020 per annum($1020-1380)

Location, Cape Ann Light Station, Mass. — Appropriation, Salaries, Keepers of Lighthouses.

Effective February 16, 1928. ['the actual date of entrance on duty, ~~or reasson thereafter as he enters on duty.~~]

Former position, New appointee — Former salary, --

Location, ---

Rank on eligible list, 2 Rating Asst. Light-house keeper Percentage, 94.3 (Inc. 5 for M.P.) Other eligibles considered:

L.C.Mann,C;
W.H.Fossett,C;

Previous incumbent, George W. Seavey — Services terminated, January 15, 1928.

Reason, Promoted.

Members of family in Government Service, One - brother-in-law

Date of birth, November 13, 1870.

Remarks: Mr. Needham served in the U.S. Navy from March 27, 1917 to March 26, 1921. He had has no previous Government Civil Service. Mr. Needham entered on duty prior to receipt of Department authority as this case was considered an emergency involving the protection of life and property.

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

Fred E Eaton
Superintendent.

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

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

11—2314

REPORT OF DEATH OF PERSONS OTHER THAN THOSE CARRIED AS MISSING

NAVCG 9964 2-4

ADDRESS REPLY TO
THE COMMANDANT(PMM)
REFER TO FILE: CG—

22 December, 1949
~~9 November, 1949~~
3-2

To: Chief Finance and Supply Officer

1. You are informed that information was received on the date indicated below concerning the death of the persons listed. The report received established death on the date shown below.

Date of receipt of evidence of death: 4 November, 1949
verification of death received 12/22/49

Date of death established as of: 19 October, 1949

NAME	SERVICE NUMBER	RANK OR RATING
NEEDHAM, Hubert James		Keeper (LHS) Retired USCG

N. W. SPROW
Commander, U.S. Coast Guard
Chief, Military Morale Division

DEC 23 1949

mjm.

4190

3-3
file
mjm

22 December 1949
PMM 75

Charles H. Sargent, Jr., Relief Commissioner
Masonic Temple
51 Boylston Street
Boston 16, Massachusetts

Dear Sir:

Receipt is acknowledged of your letter of 19 December 1949 advising of the death of Hubert James Needham, Keeper, former Lighthouse Service, now United States Coast Guard, Retired, at the Masonic Home on 19 October, 1949.

At the time of death there was due the estate of Mr. Needham, final retired pay for the period 1 - 19 October 1949. This retired pay ceases at death and there is no law providing for the continued payment of any part to his dependents. The forms necessary to effect settlement of the final retired pay are herewithinclosed. If there will be no legal representative to administer the estate, the next of kin or the person who paid, or will pay the funeral expenses should complete the inclosed Forms No. 1055, claim for the finalpay, in the presence of two witnesses, taking care to answer all questions as checked. If a representative is appointed, a copy of the Court Order showing the appointment should be attached to Forms No. 1055. If the funeral expenses have been paid, a bill receipted by the undertaker should be forwarded, otherwise, the undertaker should sign the inclosed waiver form. This information is necessary to support the claim for the final retired pay.

It is noted in your letter that Mr. Needham by a legal will, in accordance with the Rules of entrance, assigned his estate to the Masonic Home. Therefore, if you on behalf of the Masonic Home make claim for the final retired pay it will be necessary that evidence of this assignment be submitted with your claim, which will then be forwarded to the General Accounting Office for adjudication.

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

By direction of the Commandant.

Very truly yours,

DEC 23 1949

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

N. W. SPROW
Commander, U. S. Coast Guard
Chief, Military Morale Division

mjm returnto room 2002 sta 2-4

mjm.

Form 439
TREASURY DEPARTMENT
DIVISION OF APPOINTMENTS

aut 40

File No. 1906

Name N E E D H A M, Mr. HUBERT J.

BORN: November 13, 1870

Service COAST GUARD (L.H.S.)

U. S. GOVERNMENT PRINTING OFFICE 2—16322

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 61445

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date November 13, 1940.

Name: Needham, Hubert J.

From: U. S. Coast Guard (BUREAU OR DIVISION) Bureau No: 1339

Nature of Recommendation

Re Retirement, age

	FROM	TO
Position	Keeper	
Grade	Field (Range $1260-1620)	
Salary	$1320 p.a. plus $240 p.a. Qtrs.	
Bureau or Div.	U. S. Coast Guard	
Organizational Subdivisions		
Headquarters	Boston, Massachusetts	
Post of Duty	Plymouth Lt. Sta., Mass.	
Appropriation	Civilian Employees, C.G.	
Allotment		
Field or Dept.	Field	

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 11-13-1870

LEGAL RESIDENCE: Mass.

SEX: M | RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

EFFECTIVE Close November 30, 1940.

Remarks:

The annual rate of retired pay is $462.82

Justification:

Total service: 14 years, 9 days

Computation: ($1320 x years 14.0250 ÷ 40) $462.82.

SUBJECT TO RETIREMENT ACT? Lighthouse Act 6-20-18

DATE OF OATH

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

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

(FOR USE OF DIRECTOR OF PERSONNEL. TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY 11-14-40

INTERLEAVED-PATD. - DARBROW MANIFOLDS

Form 9

U. S. COAST GUARD
OCT 24 1940

55
706

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Date 23 October, 1940.

~~Superintendent of Lighthouses~~,
COMMANDER,
BOSTON District

BOSTON, MASS.
(City)

compulsory

I hereby apply for retirement from active duty in the Lighthouse Service effective December 1, 1940, on the basis of service shown hereon.

Hubert J. Needham
Hubert J. Needham.
(Name)

MAILING ADDRESS

34 Crescent Street,
North Plymouth, Mass.

Assistant Keeper, Plymouth Light Station.
(Designation)

COMMANDER, BOSTON DISTRICT.
OFFICE OF ~~SUPERINTENDENT OF LIGHTHOUSES~~

City Boston, Mass., *Date* 23 October, 1940.

COMMANDANT, U. S. COAST GUARD,

462-8r

Submitted to ~~Commissioner of Lighthouses~~, Washington, D. C., recommending retirement at ~~$ 558.48~~,

per annum, effective at the close of November 30, 1940.

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

O. A. Littlefield
O. A. LITTLEFIELD
By direction. ~~Superintendent of Lighthouses~~

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

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name Hubert J. Needham Date of birth November 13, 1870.

Designation Assistant Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army	Oct.	17		Jan	28	1919	
Navy	~~Mar.~~	~~27~~	1917	~~Mar.~~	~~26~~	~~1921~~	~~Verified.~~
Marine Corps							
Civilian employment							
U. S. Lighthouse & Coast Guard Service	Feb.	16	1928	Nov.	12	1940	
Total service	14 - 0 - 9						
	~~16~~ years, ~~8~~ months, ~~27~~ days.						

Does applicant receive or has he applied for a pension from the Government under any law? None. If so, give number of pension certificate or of claim: None.

Does applicant receive or has he applied for compensation under the War Risk Insurance Act? None. If so, give number of claim: None.

Does applicant receive or has he applied for compensation under the Federal Compensation Act, as amended? None.

If so, state the compensation received: None.

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

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

Designation	Beginning			Ending			Number days in pay status (P. D. or P. H. personnel)	Rate of pay	Pay received
	Month	Day	Year	Month	Day	Year			
Asst. Keeper	Nov.	~~11~~ 13	1935	June	30	1936		$1320 pa.	836.00
	July	1	1936	June	30	1937		"	1320.00
	July	1	1937	June	30	1938		"	1320.00
July 1, 1939 →	July	1	1938	June	30	1939		"	1320.00
	July	1	1940	Nov.	12	1940 (June 30, 1940)		"	484.00 (1320)

Total compensation for last five years of active service $6600.00.

Average compensation for last five years of active service $1320.00

Annual rate of retired pay ($ 1320 × years ~~16.7417~~ 14.0250 (Not exceeding 30) ÷ 40) = ~~$558.48.~~ $462.82 (1320)

U. S. GOVERNMENT PRINTING OFFICE 11—10551

Needham

APPLICANT OR EMPLOYEE MUST FILL THE FOLLOWING

Name (in full) Hubert James Needham Sex Male

Present address Plymouth "Gurnet" Date of birth Nov. 13. 1870

Give below all places of residence during the past FIVE years

From-- (Month and year)	To-- Month and year)	Number and Street	City and State
Feby 12-1931	Oct 9. 1939		Plymouth Mass.

Give, in your own handwriting, the information requested below

Have you ever been arrested for any reason whatsoever? No (Yes or no)

If so, give details in space provided below.

Date of Arrest	Age	Charge	Court and Location	Judge	Disposition

No Reply Received From F. B. I!
Apparently No Criminal Record.

Have you ever been fingerprinted? yes Where? U.S.S. Orion

When? 1917 If for the Civil Service, what position? No

I hereby swear (or affirm) that the above statements are complete and accurate in every detail.

U. S. COAST GUARD

Hubert J. Needham
Customary payroll signature of employee

Subscribed and sworn to before me this 9th day of October 1939.

Kenneth F. Powell
Notary Public

My commission expires My commission expires June 5, 1942

KENNETH F. POWELL NOTARY PUBLIC

July 1, 1939. Lighthouse Districts No. FIRST AND SECOND

consolidated with BOSTON Coast Guard District,

Headquarters BOSTON, MASS.

See U. S. Coast Guard General Order No. 37, dated June 20, 1939.

7/1/39 Transferred from Bureau of Lighthouses, Department of Commerce, and consolidated with United States Coast Guard, under terms of Plan No. 2 of Reorganization Act of 1939, approved by Congress April 3, 1939.

File received - FEB 9 1940

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

Hubert J. Needham (Name) Mass. (Legal Residence)

STATUS

11—8940

DESIGNATION	ACTION	SALARY	BUREAU—SERVICE—STATION	DATE OF EFFECT
Keeper	Prob.	1020	L. H. - Cape Ann L.S.	Feb. 16, 1928.
"	COMPENSATION Act. May 28, 1928.	1140	" " " "	JUL 1 1928
"	INCREASE IN COMPENSATION	1200	" " " 2nd Dist	JAN 1 1931
"	Transfer	1320	" Plymouth L.S.	Feb. 11, 1931.

Form 78

hfo

[redacted]GHTHOUSES

To Dept.

REPORT OF DAMAGE TO PROPERTY OR INJURY TO PERSONS

Aug 22 8 37 AM '38

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

40632

DEPARTMENT OF COMMERCE AUG 24 1938 DIVISION OF PERSONNEL

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT,

Chelsea, Massachusetts. Aug. 19, 1938

for file

Name of vessel, station, or other aid to navigation involved:

Date of accident: August 9, 1938.

Nature and cause of accident: While opening bed room window without weight before prop was placed window came down on right hand bruising and cuttint at same time.

Estimated cost of damage { to property of the Department: $ / to private property: $

CARDED

What steps have been taken to recover cost of damage to Department property?

Where accidents result in injury to, or death of, any employees, or others, furnish following information for each person injured:

NAME	OFFICIAL TITLE, IF GOVERNMENT EMPLOYEE	NATURE OF INJURY	HAS WORK TIME BEEN LOST BY EMPLOYEE
Hubert J. Needham	Assistant Keeper, Plymouth Light Station	Laceration 2" dorsum of right hand	Lost no time

Reports will be duly submitted to the Employees' Compensation Commission in case any medical or other charges are involved under the Employees' Compensation Act.

Remarks or recommendations: Proper forms have been forwarded to U.S.Employees Compensation Commission, Washington, D. C.

GEO. E. EATON,
Superintendent of Lighthouses. E P

Date August 23, 1938

Submitted, in duplicate, to the Secretary of Commerce, for his information.

Noted:

Chief Clerk

For the Commissioner.

R. J. Gross
Chief, Personnel Division.

11—11418

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

Bureau No. Lt [redacted] 1299 Sheet No. 2(b)17

Space reserved for the use of the Board 7/1/32

1. Beal, Austin B. (Goodhue — Hubert — J.) (Surname) (Given name) (Initial)

2. Department Commerce
3. Bureau Lighthouses
4. Field service Lighthouse Service
5. (a) Field station Cape Ann Light Station
(b) Subdivision Second District
(c) City or town Rockport, Mass. State Mass.

6. Pay roll title Light Keeper
7. Customary office title 3rd Assistant Keeper
8. Present administrative allocation $1140-1440 1380.00
9. Present gross rate of pay $ 1380.00
10. Deduction for allowances $ 240.00
11. Net rate paid in cash $ 1140.00

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

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

14. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, state kind and annual cost Uniform - $50.00 per year

15. (a) Regular hours of work: From No regular hours m. to m. (b) How many hours per week excluding unusual or irregular overtime work?
Summer Winter (c) If not a full time and all-the-year-round position, state number of hours per day;
number of days per { week / month / year }
(d) If certain hours of availability for duty, outside of regular working hours, are required, state hours and type of such duty

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

17. (a) Does the employee in any way direct or supervise other employees? No (b) If so, in what way? (See Form 16 before answering)
(c) How many?

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

Abolished 6/30/32

19. (a) Is the employee in any way directed, supervised, or instructed, or his work reviewed? Yes (b) If so, in what way? (See Form 16 before answering.) Work laid out, directed and inspected by the Keeper.

20. What is the name, official position, and sheet number of the employee's immediate superior? Cecil R. Kelly Keeper Asst No. 2(b)16

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

Elementary								High				Normal				College				Postgraduate or professional				
1	2	3	4	5	6	7	8	1	2	3	X 4	1	2	3	4	1	2	3	4	1	2	3	4	(Kind)

Other education (describe):

22. What length and kind of experience or other training did the employee possess upon original entrance into this position which was most qualifying or pertinent?
4 years in the Navy. 25 years boating experience.

10—1856

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

Percentage of working time	
50%	Operating and watching vapor light from sunset to mid. or mid. to sunrise and also operating fog signal on the same watch. Fog signal consists of air diaphone operated by Mietz & Weiss kerosene engines 18 H.P. also a day fog watch of 4 hrs.
45%	And help in general station work ordered to be done by the keeper. See keepers report on same.
5%	For mail and supplies

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

Hubert J. Needham
(Signature of Employee)

25. TO THE PREPARING OFFICER: Write your own description of the employee's work. If in describing the work of the position you would cover the same subject matter and use the same language and expressions, indicate your concurrence in the employee's statement and utilize the rest of the space below by giving further and broader information regarding the position, such as the kind and degree of responsibility involved, the ultimate purpose of the work, its place in your organization, its working conditions, etc. If more space is needed, attach a separate sheet. See instructions in Form No. 16.

The above report is correct

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

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

Sept. 29, 1928 (Date) — Edward J. Curran (Signature of Preparing Officer) — Chief Clerk (Title)

28. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief, the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $ 1140 to $ 1440

Sept. 29, 1928 (Date) — Leo E. Eaton (Signature of head of field office or station) — Superintendent. (Title)

29. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $ 1140, to $ 1740

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

U. S. GOVERNMENT PRINTING OFFICE: 1928

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.
RMC

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1931 FEB 19 PM 4 18
CHIEF CLERK
1931 FEB 24 AM 11 20

OFFICE OF SUPERINTENDENT, 2D DISTRICT
37 MARGINAL STREET
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
FEB 24 1931
APPOINTMENT DIVISION

February 18, 1931.

To Pers

Commissioner of Lighthouses.

Subject: Transfer of Hubert J. Needham, from position 3rd Assistant Keeper, Cape Ann Light Station to Assistant Keeper at Plymouth Light Station.

Reference: Appointment Division notice of change in compensation, dated February 10, 1931.

1. The Bureau is advised that the effective date of the above appointment is February 11, 1931.

EATON
Superintendent.

S. REPORT DATA ENTERED

Bureau of Lighthouses, Washington
FEB 21 1931

CARDED

Submitted to Secretary of Commerce for his information

For the Commissioner:

R J Grusse
Chief, Personnel Division.

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

February 10, 1931.

Mr. Hubert J. Needham,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective February 11, 1931, or entrance on duty (change in duties and station).

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

By direction of the Secretary.

Respectfully,

FEB 13 1931

EDW. J. GARDNER

Chief of Appointment Division.

From: $1200 per annum

To: $1320 per annum

Service and grade: Field

Appropriation (unit):

CARDED

APPOINTMENT DIVISION
ENTERED ON JOURNAL
FEB 14 1931
SHEET NO. 2761
DEPARTMENT OF COMMERCE

L
2

GOVERNMENT PRINTING OFFICE 11—9051

Form 73
GEE-RMC

LIGHTHOUSES
1931 FEB 5 PM 3

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
FEB 7 - 1931
APPOINTMENT DIVISION

CHIEF CLERK

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT.
1931 FEB 7 AM 11

Chelsea, Mass. (City) February 4, 1931 (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer with increase in salary

Name, **Hubert J. Needham**

Position, (Assistant) Keeper

Location, **Plymouth Light Station**

Effective, **February 11, 1931**

DEPARTMENT OF COMMERCE
FEB 10 1931
APPOINTMENT DIVISION

Legal residence, **Massachusetts**

Proposed salary, $1320 per annum (Same Sta)

Proposed range, $1260-1620

Appropriation, **Salaries, Keepers of Lighthouses.**

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

Former position, (3rd Assistant) Keeper

Location, **Cape Ann Light Station**

Former salary, $1200 per annum

Former range, $1140-1500

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

Previous incumbent, Samuel Perry- (Lt.#1339) -1260 Services terminated, **January 31, 1931.**

Reason, **Dismissed.**

Members of family in Government service, One - brother-in-law

Date of birth, November 13, 1870

Remarks: Quarters are provided for families of keepers at this station. also at Cape Ann. The filling of above position is necessary for protection of life and property. (Ref. Bureau's unnumbered circular letter dated Nov. 3, 1930.)

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

Direct
Secretary, Civil Service District.

Geo. E. Eaton
Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

February 6, 1931
FEB - 6 1931

Submitted to the Secretary of Commerce for approval.

ACTION TAKEN
FEB 11 1931
DEPARTMENT OF COMMERCE

Action O. K.
Chief Clerk

C. D. Harman
Acting Commissioner of Lighthouses.

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

11—2314

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

December 30, 1930

Mr. Hubert J. Needham

Through the Commissioner of Lighthouses.

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

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

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

From: $1140

To: $1200

Service and grade: Range $1140-1500

Appropriation (unit): Salaries, Keepers of Lighthouses.

2nd District.

WHC

APPOINTMENT DIVISION
ENTERED ON JOURNAL
JAN 10 1931
SHEET NO. 2902
DEPARTMENT OF COMMERCE

CARDED

GOVERNMENT PRINTING OFFICE 11—9051

RMC

DEPARTMENT OF COMMERCE

REPORT ON PROBATIONARY APPOINTEE.
(This report to be made at expiration of fifth month of service.)

Lighthouse Service, 2nd Dist.,
(Bureau)

Chelsea, Mass., July 17, 1928.
(Date)

The Secretary of Commerce,
(The Chief of Appointment Division):

The probationary period of the person named below expires at the close of business on August 15, 1928

The conduct and capacity of this employee have been _____satisfactory* during the probationary period, and (he) (~~xxx~~) is _____ considered qualified for absolute appointment.

Name Hubert J. Needham

Position 3rd Assistant Keeper

Salary $1020 per annum

Appropriation Salaries, Keepers of Lighthouses

Station Cape Ann Light Station

Date of entrance on duty February 16, 1928.

Remarks:

~~(Signature of immediate superior.)~~

SUBMITTED:

SUBMITTED:

Fred E Eaton
(Head of Bureau or Office.)
Superintendent.

L O P Karman
Acting Commissioner of Lighthouses.

(*If unsatisfactory, recommendation for discontinuance under the provisions of paragraph (c) of section 1 of civil service rule VII, should immediately be forwarded to the Department.)

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

Mr. Hubert J. Needham,

Through the Chief, Bureau of Lighthouses.

Sir:

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

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

From: $1020

To: $1140

11—9564

2

CARDED

STANDARD FORM NO. 6
(Approved by the President March 28, 1924)

PERSONAL HISTORY

(Statement to be prepared by appointee in his own handwriting)

1928 FEB 17 AM 11 55
DEPARTMENT OF COMMERCE FEB 18 1928 APPOINTMENT DIVISION
LIGHTHOUSES

Bureau, division, or office Department of Commerce Lighthouse Service

1. Name in full Hubert James Needham

2. Legal (voting) residence Mass — Plymouth Duxbury
(State and Congressional District) (County) (City or town)

3. Where born? Mass. Duxbury When born? Nov 13 1870
(State or foreign country) (City or town) (Date)

4. If foreign, state whether naturalized or alien "

5. Indicate sex, marital condition, and race by check, thus: √

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

6. A complete record of your past civil service for the United States Government:

BRANCH OF SERVICE AND PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
			Month	Day	Year	Month	Day	Year
None								

7. Military and naval record. If any, check (√) to indicate branch and other information and give dates of enlistment and discharge:

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

Enlisted Mar. 2-7-17 Discharged Mar 26-21
Organization

Enlisted Discharged
Organization

8.

EDUCATION (Circle number of years)	Common school	High school	College	Degrees, if any
	1 2 3 4 5 6 7 8 √	1 2 3 4 √	1 2 3 4	

9. State special qualifications

CARDED

10. Name, relationship, and address of person to be notified in case of emergency:

Louise F. Needham — Wife
Robert G. Needham (Name) — Brother (Relationship)
Duxbury Mass
(Post office address)

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

Hubert James Needham
(Name as usually written and which will be used as official signature)

Feb. 16th 1928 (Date)

Present address Duxbury Mass

10—1659 GOVERNMENT PRINTING OFFICE

Standard Form No. 8
(Approved by the President, May 22, 1925)

RMC

CHIEF CLERK
1928 FEB 17 PM 3 5

LIGHTHOUSES
1928 FEB 17 PM 11 55

DEPARTMENT OF COMMERCE
FEB 18 1928
APPOINTMENT DIVISION

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes of the United States

Commerce
(Department or Establishment)

Lighthouse Service, 2nd District,
(Bureau or Office)

I, Hubert J. Needham, do
(Name in full, printed or typed)

solemnly swear (or affirm) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter. So HELP ME GOD.

CARDED

Hubert J. Needham
(Signature of Appointee)

Subscribed and sworn to before me this 16 day of February, A. D. 1928

at Chelsea, Mass.
(City or place) (State)

[SEAL]

J. Thomas A. Lee
Chief Clerk

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

Position to which appointed 3rd Assistant Keeper, Cape Ann Light Station.

Date of entrance on duty February 16, 1928.

GOVERNMENT PRINTING OFFICE 10—1689

Form A-30

NOT TO BE ACCEPTED AS AUTHORITY FOR INVESTIGATION OPERATIONS UNLESS ACCOMPANIED BY OFFICIAL CREDENTIALS

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

February 18, 1928.

Mr. Hubert J. Needham,

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 Ten Hundred and Twenty dollars per annum,

effective February 16, 1928.

CARDED

Nature of appointment: Probational

Civil Service authority: Secretary, First Civil Service District

Classification allocation:

By direction of the Secretary:

Respectfully,

FEB 25 1928

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

2.
V

Appropriation (unit): Field

Vice: George W. Seavey

Legal Residence:

GOVERNMENT PRINTING OFFICE
APPOINTMENT DIVISION
1824
MAR - 3 1928
DEPARTMENT OF COMMERCE

11-8657

Form 7
T. 1 PMC

LIGHTHOUSES 1928 FEB 16 PM 3 50

CHIEF CLERK 1928 FEB 15 PM 3

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT,

Chelsea, Mass., (City.) February 11, (Date.) 1928

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Probationary appointment.

Name, Hubert J. Needham — Legal residence, Massachusetts

Position, Keeper(3rd Assistant) — Salary, $1020 per annum($1020-1380)

Location, Cape Ann Light Station, Mass. — Appropriation, Salaries, Keepers of Lighthouses.

Effective February 16, 1928. — {'the actual date of entrance on duty, or as soon thereafter as he enters on duty.

FEB 18 1928 APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE FEB 21 1928 APPOINTMENT DIVISION

Former position, New appointee — Former salary, --

Location, --

Rank on eligible list, 2 — Rating, Asst. Light-house keeper — Percentage, 94.3 (Inc. 5 for M.P.), Other eligibles considered:

L. C. Mann, C;
W. H. Fossett, C;

Previous incumbent, George W. Seavey 1020 — Services terminated, January 15, 1928.

Reason, Promoted.

Members of family in Government Service, One - brother-in-law

Date of birth, November 13, 1870.

Remarks: Mr. Needham served in the U.S. Navy from March 27, 1917 to March 26, 1921. He had has no previous Government Civil Service. Mr. Needham entered on duty prior to receipt of Department authority as this case was considered an emergency involving the protection of life and property.

Selection regular, subject to the action of the U. S. Civil Service Commission, FEB 15 1928, 19

E. L. REYNOLDS
Secretary, First Civil Service District.

Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

February 17, 1928.

Submitted to the Secretary of Commerce for approval.

APPOINTMENT DIVISION SECRETARY'S OFFICE ACTION TAKEN FEB 24 1928 DEPARTMENT OF COMMERCE

Action O. K.
Chief Clerk

Acting Commissioner of Lighthouses.

2-14-28

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

11—2314