LIGHTHOUSE SERVICE/LIFESAVING SERVICE—RECORDS CHECKED

Employee Name: Otnes Halvor **DOB:** 1891 Norway

Records checked:

Agency: Commerce 6028 Area: Bay 10, Lower Catwalk positive (negative)

Agency: Commerce 6029 Area: Bay 10, Lower Catwalk positive (negative)

Agency: Old Commerce Area: Bay 10, Lower Catwalk positive (negative)

AND

Agency: Treasury 2189 Area: Bay 13, Lower Catwalk (positive) negative

Agency: Treasury 2188 Area: Bay 13, Lower Catwalk positive (negative)

Agency: Old Treasury Area: Bay 13, Lower Catwalk positive (negative)

If Negative:

Agency: Treasury SRCs series 1 Area: Bay 13, Lower Catwalk positive negative

Agency: Treasury SRCs series 2 Area: Bay 13, Lower Catwalk positive negative

Agency: Treasury SRCs series 3 Area: Bay 13, Lower Catwalk positive negative

Agency: Coast Guard SRCs Area: Bay 13, Lower Catwalk positive negative

If Negative:

CMRS: possible CG service Area: _____ positive negative

ARCIS: _____ Area: _____ positive negative

Notes: _____

Mr. Halvor Otnes.

LEGAL RESIDENCE
Alaska

STATUS

DESIGNATION	SALARY	BUREAU OR OFFICE	DATE OF EFFECT OF ACTION AUTHORIZED
TEMPORARY Keeper (not exp 3 mos) Capt Sarichef L.S. Aag	$960	L.H.	July 29, 1920
" Extends Pend Cert. "	"	"	Oct 29, 1920
" Extends not exp Dec 24, 1921	"	"	July 4, 1921
LAST DAY OF SERVICE		Dec 24, 1921.	

Mr. Halvor Otnes

11—1248

Form 73

NOMINATION

TW/MM

LIGHTHOUSES

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1920 AUG 21 AM 9 14

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 16th DISTRICT,

Ketchikan, Alaska, August 7, 1920
(City.) (Date.)

HEMPA CO OF D C

COMMISSIONER OF LIGHTHOUSES:

AUG 24 1920 CHIEF CLERK

Action recommended, Temporary appointment - 3 months

Name, Halvor Otnes — Legal residence, Alaska

1920 AUG 23 AM 9 42

Position, (Additional) Keeper in the Lighthouse Service. — Salary, $960 annum, ($240 bonus recommended)

Location, Cape Sarichef Light Station, Alaska. — Appropriation, Salaries of Keepers of Lighthouses.

Effective July 29, 1920. ('the actual date of entrance on duty, ~~as soon thereafter as he enters on duty~~

Former position, New appointee — Former salary,

Location,

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

There are no eligibles available.

APPOINTMENTS APPOINTMENT DIVISION NECESSARY ACTION AUG 23 1920 DEPARTMENT OF COMMERCE

Previous incumbent, New position — Services terminated,

Reason,

Members of family in Government Service, None.

Remarks: Mr. Otnes is recommended for appointment as additional keeper in order to relieve N. Kashevaroff, 2nd Assistant Keeper, who has been granted annual leave in accordance with regulations applying to this district and station. An emergency exists on account of it being imperative that Mr. Kashevaroff go on immediate leave of absence due to serious illness in his family.

Selection regular, subject to the action of the U. S. Civil Service Commission, August 16, 1920, under Sec. 4, Rule VIII.

For and in the absence of the Supt.

Secretary, 11th Civil Service District.

Chief Clerk

BUREAU OF LIGHTHOUSES
WASHINGTON

AUG 21 1920

Submitted to the Secretary of Commerce, approved.

APPROVED: 1920 AUG 23 PM 5 03

E. T. Sweet
Acting Secretary of Commerce

1920 AUG 21 PM

E. C. Gillette
Acting Commissioner of Lighthouses.

1 Strike out the clause which does not apply.

11—2314

GENERAL APPOINTMENT—FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

August 23, 1920.

M r. Halvor Otnes,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Keeper

in the Lighthouse Service

at a salary of Nine Hundred and Sixty dollars per annum,

effective July 29, 1920.

Your appointment will continue for a period not to exceed three months.

APPOINTMENT DIVISION ENTERED AUG 25 1920 DEPT OF COMMERCE

BOARDED C. S. REPORT DATA ENTERED

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

M Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: New position.

Legal Residence: Alaska.
Sixteenth

11—1393

LIGHTHOUSES

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

1920 AUG 26 AM 11 39

APPOINTMENTS

HEMPA CO 26 1920

CHIEF CLERK

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

I, Halvor Otnes

1920 AUG 26 PM 2:55

do solemnly [1] Swear (See below) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter: So help me God.

☞ Halvor Otnes
(Appointee signs here)

[2] Sworn (See below) and subscribed before me, this [3] 28th day of July, A. D. 1920

(Affix official seal here)

[4] (Name) J W Leadbetter

(Official title) Captain U S L H Tender CEDAR

My commission expires

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present 2nd Asst Keeper	960,00	Cape Sarichef Alaska
Former [5]		

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

JP

Office of Superintendent of Lighthouses, 16th District

Ketchikan, Alaska (Address), August 14, 1920 (Date)

CARDED

The above-named appointee entered upon duty on July 29, 1920 (Date)

W Cadwell
(Signature, followed by title)
Superintendent of Lighthouses

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

11—944

LIGHTHOUSES

1920 AUG 26 PM 4 05

DEPARTMENT OF COMMERCE

1920 AUG 26 AM 11 39
APPOINTMENTS
HEMPA

PERSONAL QUESTION SHEET

(To be furnished for each person appointed in the service of the Department immediately upon entrance on duty. The statement should be signed by the appointee or employee. If unable to write, he may sign by mark in the presence of one witness.)

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

CHIEF CLERK

Halver Otnes

1920 AUG 27 AM 9 03

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

3. Bureau or Service, place, and district in which employed:

Bureau of Lighthouses (Bureau or Service.) — Cape Sarichef (Place (city, town, station, or vessel).) — 16th District (District.)

4. Position to which appointed 2nd Asstant Keeper

5. Compensation $960.00 per annum

6. Appropriation from which paid Keepers of Salaries Lighthouses

7. In what manner did the employee enter the service? (Examples: "From stenography and typewriting examination ———, 191—;" or "Without examination;" or "By reinstatement;" or "By transfer from ———," stating Department, Bureau or Service, position, and salary, if known.)

Without examination

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

Ketchikan (City or town.) — Alaska (State or Territory.) — (County.) — (Congressional district.)

9. When the legal residence given in answer to question 8 differs from that given in the certificate of appointment, the discrepancy should be explained.

REPORT DATA NUMBERED

CARDED

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

11. Where were you born? Norway (Province)

12. When were you born? October (Month) 24th (Day.) 1891 (Year.)

13. If foreign born, state when and where naturalization papers were taken out 1st Papers District Court Seattle Wash.

14. What is your marital condition? Single

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

Markus Otnes (cousin) 2417 60th W. Seattle Wash
(Name.) (Number and street.)

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

11—1434

16. Are there any members of your family, besides yourself, in the civil service of the United States? ....No.....

(If answer is "Yes," give in blank spaces below the information called for by the headings.)

Name.	Post-office address.	Position and department or office in which employed.	Relationship.	Married or single.
.....	.....	Position	.....	.....
	.....	Department or office		
.....	.....	Position	.....	.....
	.....	Department or office		
.....	.....	Position	.....	.....
	.....	Department or office		

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

.....xxxx...None.....

.....

18. Have you ever held any other position in the civil service of the United States? (If so, give below the Department and Bureau or Service in which you served, the position held, the salary you received, and the dates of your appointment and separation from the service.)

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.
.....No.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....

19. Do you hold any State or municipal office? (If so, state name of such office and compensation attached.)

.....No.....

20. Were you in the military or naval service of the United States during any war? (If so, give the information called for by the blanks below.)

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
.....No.....	.....	.....	.....
.....	.....	.....	.....

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

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
No			
.....	.....	.....	.....
.....	.....	.....	.....

22. Are you the widow or orphan of an honorably discharged soldier or sailor? ..No.... (If answer is "Yes," give the information called for by the blanks below.)

Relationship (widow or orphan).....

Name under which soldier or sailor rendered service .....

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

23. What was your occupation prior to entering the United States civil service? (It is intended that the answer to this question shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service indicated in answer to questions 18, 19, 20, and 21.)

Carpentar

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

Comon school

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

Carpentar, seaman

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

None

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

J. W. Leadbetter, Captain Lighthouse Tender CEDAR

Date, July 24th, 1920

Witness (in case signature is by mark):

(Signature) Walter Otnes

P. O. Address: Ketchikan
City or town.
Alaska
Number and street.
State or Territory.

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

Reviewed, approved, and forwarded August 14, 1920

(Signature) W. D. Terrell

11—1424

(Official title) Superintendent of Lighthouses

Form 73

TW/JP

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 16th DISTRICT,

Ketchikan, Alaska. (City.) January 28 (Date.), 1921

1921 FEB 21 AM 8 55

COMMISSIONER OF LIGHTHOUSES.

SEATTLE, WASH. Eleventh U.S. Civil Service District FEB 2 1921 RECEIVED

Action recommended, Extension of temporary appointment - to continue for a period not to exceed thirty days from the date of establishment of a register of eligibles for probationary appointment.

Name, Halvor Otnes. Legal residence, Alaska.

Position, Additional Keeper in the Lighthouse Service Salary, $960 annum

Location, Cape Sarichef Lightstation, Alaska. Appropriation, Salaries, Keepers of Lighthouses.

1921 FEB 23 AM 9 10

Effective October 29, 1920 {'the actual date of entrance on duty, ~~xx xxxxx xxxxxx xxxxxxx xxxxxx xxxxx xxxxx~~ duty.

Former position, Same Former salary, Same.

Location, Same

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

There are no eligibles who could have been assigned to duty at this isolated station.

1921 FEB 23 AM 10 20

Previous incumbent, Himself. Services terminated, October 28, 1920.

Reason, Termination of temporary appointment.

Members of family in Government Service, None.

Remarks: This employee was temporarily appointed for a period of three months from July 29, 1920, and should have been recommended for an extension from October 29, 1920. Nomination for ~~for~~ this extension was inadvertently overlooked. It is impracticable, owing to the isolated location of Cape Sarichef Lightstation, to secure examination papers from Mr. Otnes with a view to probationary appointment, or to obtain an oath of office covering the extension of his temporary appointment, until a tender next visits the station which will not be until sometime next summer. Not job employment.

Selection regular, ~~subject to the action of the U. S. Civil Service Commission,~~ Feb. 15, 1921 19 under Sec 2 Rule VIII

C. W. Paige
Secretary, 11th Civil Service District.

W. A. Dinwiddie
Superintendent.

2/23/21.

BUREAU OF LIGHTHOUSES
WASHINGTON FEB 21 1921

Submitted to the Secretary of Commerce, approved.

APPOINTMENT DIVISION NECESSARY ACTION TAKEN FEB 23 1921 DEPARTMENT OF COMMERCE

1921 FEB 21 PM 4 40

Acting Commissioner of Lighthouses.

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

11—2314

GENERAL APPOINTMENT—FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

February 23, 1921.

M r. Halvor Otnes,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Keeper in the Lighthouse Service at a salary of Nine Hundred and Sixty dollars per annum, effective October 29, 1920.

CARDED

(By extension of temporary appointment).

Your appointment will continue for a period not to exceed thirty days from the date of establishment of a register of eligibles for probational appointment in the above-mentioned position.

By direction of the Secretary:

Respectfully,

(IGNED) CLIFFORD HASTINGS

P
C

Chief of Appointment Division.

U. S. REPORT DATA ENTERED

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Yourself.

Legal Residence: Alaska.

16th

FEB 28 1921
DEPARTMENT OF COM...

11—1393

JP

Form 111

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes)

LIGHTHOUSES
1921 AUG 29 AM 8 55
CHIEF CLERK

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

8-2721

I, Halvor Otnes

1921 AUG 29 AM 10

do solemnly[1] swear (See below) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter: So help me God. 20

Halvor Otnes
(Appointee signs here)

[2] Sworn (See below) and subscribed before me, this [3] 28th day of July, A. D. 1921

(Affix official seal here)

[4] (*Name*) J. A. Leadbetter

(*Official title*) Captain Lighthouse Tender CEDAR

My commission expires

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Keeper in the Lighthouse Service (Temp)	$ 960.00 annum	Cape Sarichef Lightstation, Alaska.
Former[5] Same	Same	Same

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

Office of Superintendent of Lighthouses, 16th District

Ketchikan, Alaska, (Address) August 16, 1921. (Date)

CARDED

The above-named appointee entered upon duty on October 29, 1920 (Date)

Covers appointment dated Feb. 23, 1921.

W. A. Newell

Superintendent.
(Signature, followed by title)

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

U. S. REPORT DATE ENTERED

11—944

TW LCH

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
KETCHIKAN, ALASKA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1921 APR 7 AM 5 49

OFFICE OF SUPERINTENDENT, 16TH DISTRICT
KETCHIKAN, ALASKA

March 30, 1921.

CHIEF CLERK

APPOINTMENTS
1921 APR 18 AM 10 55

Commissioner of Lighthouses,
WASHINGTON, D. C.

1. Referring to Department letter dated February 18, 1921, forwarded to this office by Bureau indorsement of February 23, 1921, relative to oaths of office covering temporary appointments of Lee Harpole, dated October 28, 1919, and January 3, 1919, and Nicholas Kashevaroff, dated November 18, 1919, inclosed herewith is oath of office of Mr. Kashevaroff covering his temporary service from November 1, 1918, to January 31, 1919, inclusive.* It will not be practicable to secure oaths covering the temporary appointments of Mr. Harpole until the next visit of the CEDAR to Cape St. Elias Light Station during next July. They will be forwarded to you promptly when obtained.

* N. Kashevaroff requires another oath for period from Jan 31/19 - Q.E. 227/20 Temp. appt Jan 3/20

2. It is noted that Department letter above referred to makes reference to its letter of October 27,1910, which states that "keepers selected for duty in the Sixteenth District may be appointed without making the payment of salary contingent upon taking the oath of office, the oath to be taken when practicable and when otherwise the facts to be reported to the Department". It is therefore requested that authority be granted to pay the salary of Halvor Otnes, at present serving as Additional Second Assistant Keeper at Cape Sarichef Light Station, Alaska, under temporary appointment dated February 23, 1921, effective October 29, 1920. Owing to the isolated location of this station it will be impossible to secure an oath of office from Mr. Otnes until the tender CEDAR next visits Cape Sarichef Light Station, which will be sometime during August, 1921. Upon the arrival of the tender at the station the temporary appointment of Mr. Otnes will be terminated it being the intention to return Nicholas Kashevaroff, now on furlough without pay, to duty at Cape Sarichef Light Station.

NECESSARY ACTION TAKEN
APR 19 1921
DEPARTMENT OF COMMERCE

W. C. Dowell

Superintendent.

Hol-EK
1 inclosure.

Bureau of Lighthouses, Washington, D. C.
April 15, 1921.

Submitted to the Secretary of Commerce for his information. Inclosed is oath of office, executed by Nicholas Kashevaroff, covering temporary appointment from Nov. 1, 1918 to Jan. 31,1919, inclusive. It is recommended that authority be granted to make payment of salary to Halvor Otnes prior to taking oath of office.

4/18/21.

H. B. BOWERMAN

Acting Commissioner of Lighthouses.

CR

April 19, 1921.

Commissioner of Lighthouses:

In accordance with the Bureau's recommendation of the 15th instant, the Department authorizes the payment of salary to Halvor Otnes, Keeper of Cape Sarichef Light Station, Alaska, at $960 per annum, prior to execution of oath of office, with the understanding that the oath will be furnished at the earliest practicable date.

Receipt is acknowledged of the oath of office of Nicholas Kashevaroff covering his temporary appointment from November 1, 1918 to January 31, 1919, as Keeper of Scotch Cap Light Station, Alaska. Another oath however will be necessary to cover the period of his extension of temporary appointment from February 1, 1920 to July 27, 1920, inclusive.

INDEXED

C-P.

Assistant Secretary of Commerce.

Cross reference.

May 5, 1921, The Bureau of Lighthouses advises the Department that that Oath of Office covering temporary appointment of Halvor Otnes, Keeper in the Lighthouse Service at Cape Sarichef Light Station, Alaska, from October 29, 1920 Will be obtained at the next visit of the cedar to that station.

See Fida Nicholas Kasevaroff.

Form 73

TW:LCH

NOMINATION

1921 OCT 3 AM 8 54

LIGHTHOUSES

1921 SEP 2 AM 8 39

1921 SEP 6 PM 12 03

APPOINTMENTS

1921 SEP 7 AM 9 13

DEPARTMENT OF COMMERCE,
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 16th DISTRICT,

Ketchikan, Alaska, August 23, 1921.
(City.) (Date.)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Extension of temporary appointment from July 4, 1921, to December 24, 1921.

Name, Halvor Otnes

Legal residence, Alaska

Position, (Additional) Keeper in the Lighthouse Service.

Salary, $960 per annum.

Location, Cape Sarichef Light Station, Alaska.

Appropriation, Salaries of Keepers of Lighthouses.

Effective July 4, 1921. {[1] the actual date of entrance on duty, ~~or as soon thereafter as he enters on duty~~

Former position, Same

Former salary, Same

Location, Same

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

Previous incumbent, Himself.

Services terminated, July 3, 1921.

Reason, Termination of temporary appointment.

Members of family in Government Service, None.

Remarks: Mr. Otnes has been employed under a temporary appointment dated Feb.23,1921, to continue for a period not to exceed 30 days from date of establishment of a register of eligibles for probational appointment. Such a register was established on June 4, 1921, which automatically terminated this appointment at the close of July 3/21. It was impracticable, however, to relieve Otnes at this isolated station until the CEDAR arrived there on July 13, 1921. As he has since been granted accrued leave due him and which extends to the close of December 24, 1921, it is requested that his temporary appointment be extended as recommended above.

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

approved under Sec 4 Rule VIII

9/7/21.

Secretary, 11th Civil Service District.

W. O. Devereaux
Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

SEP 2 1921

Submitted to the Secretary of Commerce, approved.

J. S. CONWAY
Acting Commissioner of Lighthouses.

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

11—2314

GENERAL APPOINTMENT—FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

October 3, 1921.

Mr. Halvor Otnes,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Keeper

in the Lighthouse Service

at a salary of Nine Hundred and Sixty dollars per annum,

effective July 4, 1921.

(By extension of temporary appointment.)

Your appointment will continue for a period not longer than the close of December 24, 1921.

By direction of the Secretary:

Respectfully,

P (SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Yourself.

Legal Residence: Alaska.

16th

CARDED

U. S. REPORT DATA ENTERED

APPOINTMENT DIVISION ENTERED OCT 3 1921 ON JOURNAL DEPARTMENT OF COMMERCE

11—1393

Form 111

EM

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

1921 OCT 21 AM 7 54

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE OCT 21 1921 APPOINTMENT

I, Halvor Otnes

do solemnly [1] swear (See below) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter: So help me God.

Halvor Otnes
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] 19th day of August, A. D. 1921.

(Affix official seal here)

[4] (*Name*) J Wood

(*Official title*) Chief Clerk, 16th Lighthouse District.

~~My commission expires~~

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present 2nd Asst. Keeper in the Lighthouse Service.	$960.00 Annum	Lightstation, Cape Sarichef / Alaska.
Former [5] Same ~~(Extension of temporary appointment)~~	Same	Same.

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

Office of Superintendent of Lighthouses, 16th District

Dept. letter Oct. 3, 1921.

Ketchikan, Alaska (Address), Oct. 11, 1921. (Date)

CARDED

The above-named appointee entered upon duty on July 4, 1921. (Date)

For and in the absence of the Superintendent:

J Wood
Chief Clerk.
~~Superintendent~~
(Signature, followed by title)

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

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

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

[4] This oath should be taken before a justice of the peace, notary public, judge, clerk of a court, a chief clerk in the office of a superintendent of lighthouses or other employee in the Lighthouse Service designated by a chief clerk, or any other officer having authority to administer oaths, but never before a collector of customs or postmaster, as neither officer has power to administer oaths in such cases. In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk, except in the case of chief clerks in the offices of superintendent of lighthouses and other employees in the Lighthouse Service designated by them, who are not required to have a seal.

[5] Give this information in all cases where new oath is required.

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

INSIGHT DATA ENTERED

11—944

TW

MEMORANDUM SHOWING LAST DAY SERVED BY TEMPORARY EMPLOYEE

(To be filled in immediately after the last day temporary employee serves, signed by the proper official and forwarded to the Secretary of Commerce.)

1922 JAN 7 AM 8 54

CHIEF CLERK

Name of employee Halvor Otnes

1922 JAN 7 PM 4 17

Designation Keeper in the Lighthouse Service *Compensation* $960 per annum

Place of employment Cape Sarichef Light Station, Alaska.

Last day served December 24, 1921.

CARDED

APPOINTMENT DIVISION ENTERED JAN 9 1922 ON JOURNAL DEPARTMENT OF COMMERCE

W. Edwell

Superintendent, 16th Lighthouse District.

(Official title.)

Ketchikan, Alaska,

Date Dec. 30, 1921.

Lighthouse Service.

(Bureau or service.)

11—2876

U. S. REPORT DATA ENTERED