RESPONSE LETTER	RE: PETERS, RAYMOND	DATE: 06/29/2026

THE REPLY TO THE INQUIRY WILL BE FOUND IN THE CHECKED ITEM(S):

- ☒ The attached material is furnished in response to your request. FULL COPY OPF
- ☐ We have attached a copy of your most recent Standard Form (SF) 50, *Notification of Personnel Action*. If you require additional information, please resubmit a request stating exactly what you are needing.
- ☐ This transcript of employment (which has been prepared from pay records) is furnished in lieu of an official personnel folder, which either was never established or cannot be located. File this transcript as a permanent record on the right side of the official personnel folder established for this employee.
- ☐ The records of employment with _____ are not combined with the records of other Federal employment. The attached transcript serves as official documentation of the employee's service in lieu of the folder.
- ☐ This form has not been notarized, as we have no notary available. We have affixed the seal of the National Archives and Records Administration, which is considered sufficient certification.
- ☐ We cannot answer questions of a personal nature. Unless otherwise indicated, conduct and performance were satisfactory.
- ☐ The information you requested is not releasable without authorization and handwritten signature from the person whose records is involved OR proof of that person's death. If you resubmit your request, please return all correspondence.
- ☐ A search of our records did not reveal a record of the claimed Federal employment. If additional information or documentation can be submitted to verify the information shown in the request or to otherwise support the claimed employment, we will make a further search. If you resubmit your request, please return all correspondence.
- ☐ Requests involving retirement, insurance information or medical records should be sent to the Office of Personnel Management, Retirement Programs, 1900 E Street NW. Washington, DC 20415-3000, Phone: 202-606-1800.
- ☐ Pay claims arising from Federal employment should be sent to the agency out of whose actions the claim arose.
- ☐ Requests concerning amendment or removal of information in the official personnel folder should be sent to the Deputy Associate Director, Center for HR Systems Requirements and Strategies, Room 6500, Office of Personnel Management, 1900 E Street NW, Washington DC 20415-6000.
- ☐ We do not have the authority to determine civil service status, reinstatement eligibility, or creditability of service. Contact the personnel office with which you are currently employed or seeking employment, or the Office of Personnel Management, 1900 E street, NW, Room 6500, Washington, DC 20415-9300. The attached documents or transcript will assist in making such determinations.
- ☐ The records or documents you have requested are not on file at this Center. _____
- ☐ We suggest you contact the following agency: _____
- ☐ The official personnel folder is not archived at this Center. Please contact the last or current employing agency.
- ☐ The agency mentioned in your request does not retire personnel records to this Center. We suggest you write directly to that agency.
- ☐ Your request, along with the necessary documents, has been forwarded to the office that retains legal custody of the record for processing. Please contact that office at the address given below if you have further questions about this matter.
- ☐ The requested official personnel folder was sent to the address given below on _____. We suggest you contact that office.

Notes:

LKL

For the Chief,

- ☐ Civilian Operations Branch
- ☒ Reference Service Branch

NATIONAL PERSONNEL RECORDS CENTER
(Civilian Personnel Records)
1411 Boulder Blvd
Valmeyer, IL 62295

KRAIG ANDERSON
856 JUNIPER
LOGAN, UT 84321

Civilian or Third-Party Request

INFORMATION NEEDED TO REQUEST DOCUMENT COPIES FROM CIVILIAN PERSONNEL/MEDICAL FOLDER

To request any information from personnel/medical records we need a signed request that may be faxed or mailed to our facility. The request should include the following information:

NAME: Raymond Clayton Peters

DOB: September 17, 1892

SOCIAL SECURITY# 230-52-5223

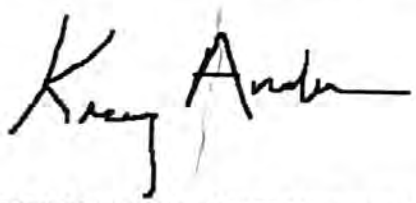
SUMMARY OF WHAT YOU NEED: I would like his complete OPF so I can check for where he served and for any stories related to his service.

AGENCY EMPLOYED AT TIME OF SERVICE: Lighthouse Service/Coast Guard

LOCATION OF EMPLOYMENT: Maryland (5th District)

APPROXIMATE DATES OF EMPLOYMENT: 1931 - 1956

HANDWRITTEN SIGNATURE:



RETURN INFO: (FAX NUMBER OR MAILING ADDRESS)

856 Juniper Drive
Logan UT, 84321

FAX REQUEST TO: 618-496-4903 / 618-496-4904

MAIL REQUEST TO: NATIONAL PERSONNEL RECORDS CENTER
CIVILIAN PERSONNEL RECORDS
1411 BOULDER BLVD
VALMEYER, IL 62295

STANDARD FORM 50 (8 PART)
REV. APRIL 1951
PROMULGATED BY
U. S. CIVIL SERVICE COMMISSION
CHAPTER 61,
FEDERAL PERSONNEL MANUAL

TREASURY DEPARTMENT—U. S. COAST GUARD
WASHINGTON, D. C.

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S), AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Raymond C. Peters	9-17-92		3-28-56

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
Retirement	Close 3-31-56	

FROM	TO
05-561	

Keeper	8. POSITION TITLE	
Class 3-std-1 ($2927.27-3412.55) $3412.55 pa incl $75.40 pa Qtrs.	9. SERVICE, SERIES, GRADE, SALARY	
LIGHT STATION	10. ORGANIZATIONAL DESIGNATIONS	
Norfolk, Va. Thomas Point Shoal Lt.Sta.,Md.	11. HEADQUARTERS	
[X] FIELD [ ] DEPARTMENTAL	12. FIELD OR DEPT'L	[ ] FIELD [ ] DEPARTMENTAL

13. VETERAN'S PREFERENCE						14. POSITION CLASSIFICATION ACTION			
NONE	WWII	OTHER	5-PT.	10-POINT DISAB.	10-POINT OTHER	NEW	VICE	I. A.	REAL.
X									

15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE
M		FROM: TO: Operating Expenses, CG	IR 6-20-18		[ ] CLAIMED [ ] PROVED STATE:

21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.

Grade and classification of position subject to post-audit and correction by agency personnel office or by the Civil Service Commission.

Annual rate of retired pay is $2886.76.

Total Service: 30 years, 0 month, 29 days.

ENTRANCE PERFORMANCE RATING:

A. DEWEY QUEEN
Asst.Chief, Civilian Personnel Division
22. SIGNATURE OR OTHER AUTHENTICATION

4. PERSONNEL FOLDER COPY

☆ G. P. O.: 1952-205931

STANDARD FORM 56
SEPTEMBER 1954
U. S. CIVIL SERVICE COMMISSION
CHAPTER I 3, F.P.M.

AGENCY CERTIFICATION OF INSURANCE STATUS
Federal Employees' Group Life Insurance Act of 1954

COMPLETE IN ALL CASES

1. FULL NAME OF EMPLOYEE *(Last)* *(First)* *(Middle)*: PETERS, Raymond Clayton

2. DATE OF BIRTH *(Month, day, year)*: September 17, 1892

3. CHECK REASON FOR TERMINATING INSURANCE: ☐ SEPARATED ☐ DIED ☐ 12 MONTHS NON-PAY STATUS ☒ OTHER *(Specify)* Retired

4. DATE OF EVENT CHECKED IN ITEM 3 *(Month, day, year)*: March 31, 1956

5. ANNUAL RATE OF BASIC SALARY ESTABLISHED FOR INSURANCE PURPOSES ON DATE IN ITEM 4: $3412.55 PER ANNUM

6. DATE OF NOTICE OF CONVERSION PRIVILEGE (SF 55) TO EMPLOYEE *(Month, day, year)*: 31 March 1956

COMPLETE ONLY IF EMPLOYEE IS 65 OR OVER

7. (A) WAS EMPLOYEE INSURED ON HIS 65TH BIRTHDAY? ☐ YES ☐ NO

7. (B) IF "YES" WHAT WAS HIS ANNUAL RATE OF BASIC SALARY ESTABLISHED FOR INSURANCE PURPOSES ON THAT DATE? $_____ PER ANNUM

8. (A) DID EMPLOYEE ACQUIRE OR REACQUIRE INSURANCE AT ANY TIME AFTER HIS 65TH BIRTHDAY? ☐ YES ☐ NO

8. (B) IF "YES," WHAT WAS HIS ANNUAL RATE OF BASIC SALARY ESTABLISHED FOR INSURANCE PURPOSES ON THE DATE HE LAST ACQUIRED INSURANCE COVERAGE? $_____ PER ANNUM

COMPLETE IN ALL CASES

SIGN ORIGINAL ONLY

9. I CERTIFY THAT THE ABOVE INFORMATION HAS BEEN OBTAINED FROM AND CORRECTLY REFLECTS, OFFICIAL RECORDS, AND THAT THE EMPLOYEE NAMED WAS COVERED BY FEDERAL EMPLOYEE'S GROUP LIFE INSURANCE ON THE DATE SHOWN IN ITEM 4.

M. Lester Braun
(Signature of authorized agency official)

2 April 1956
(Date)

M. LESTER BRAUN
(Type name of authorized agency official)

Chief, Civilian Personnel Section
(Title)

Treasury-Coast Guard-Fifth District
(Name of agency)

P. O. Box 540, Norfolk 1, Virginia
(Mailing address of agency)

CONVERSION INFORMATION

You are entitled to purchase an individual policy of life insurance (except term insurance) without medical examination, in accordance with the provisions set forth in your CERTIFICATE OF GROUP INSURANCE. The individual policy may be in an amount equal to or less than your group life insurance and will be issued at rates applicable to the type of policy purchased, your current age, and class of risk.

If you wish to convert your group life insurance to an individual policy, type or print your name and address in the space below and send the original of this form to the OFFICE OF FEDERAL EMPLOYEES' GROUP LIFE INSURANCE, 330 FOURTH AVE., NEW YORK 10, N. Y. The envelope containing this form must be postmarked within 31 days of the date your group insurance terminated (see item 4 above) or within 15 days of the date of conversion notice (see item 6), whichever basis gives you the most time. Information on how to apply for conversion will be mailed to you promptly.

Your full name _____ Your address *(Number, street, city, zone, State)* _____

IMPORTANT NOTICE TO RETIRING EMPLOYEES

If you retire on an immediate annuity with at least 15 years' creditable civilian service or on account of disability, your group life insurance (not accidental death and dismemberment) will continue during retirement without cost to you PROVIDED YOU DO NOT CONVERT TO AN INDIVIDUAL POLICY. However, your group insurance, which is based upon your salary (not your annuity) is reduced by 2% each month beginning at age 65. The maximum reduction is 75%.

The original of this form should be attached to your application for retirement unless you prefer to convert to an individual policy. If your application for retirement is filed before you receive this certification, forward the original of this form as soon as possible to the agency or office which administers your retirement system. You will be notified by the Civil Service Commission of your insurance rights.

DEATH WITHIN 31 DAYS

Under certain conditions life insurance is payable if death occurs within 31 days after an employee's group insurance terminates, even though he had not applied for conversion. If death occurs within this period, further information concerning possible benefits should be obtained from the agency named above.

FILE COPY

Standard Form 8
Revised October 1955
Department of Labor
Regulation 609.2

PETERS, Raymond C.

NOTICE TO FEDERAL EMPLOYEE
ABOUT UNEMPLOYMENT COMPENSATION

This form has been given you because (1) you have been separated from your job, or (2) you are expected to be on leave without pay for 7 days or more, or (3) you have been transferred to another payroll office.

Federal workers have unemployment compensation rights similar to those of workers in private industry. If you become unemployed or are on leave without pay for 7 consecutive days or more and you want to FILE A CLAIM, go to the nearest PUBLIC EMPLOYMENT OFFICE.

TAKE WITH YOU -

1. Your SOCIAL SECURITY ACCOUNT NUMBER CARD.

2. The OFFICIAL NOTICE of your most recent SEPARATION or of your present NONPAY status (Standard Form 50 or similar document), if you have received it.

3. THIS FORM, and all similar forms which you have received in the last 30 months. The office where you file your claim will obtain information needed for your claim from

Comptroller,
Fifth Coast Guard District,
P. O. Box 540
Norfolk 1, Virginia

(Federal agency will insert in the box above name and address of office where your payroll records are maintained.)

KEEP THIS FORM with your personnel records. It is important to have it if you file a claim for unemployment compensation within 30 months.

P
6 February 1956
GD5/LL/L16-1

From: Commander, Fifth Coast Guard District
To: Commandant (PC)

Subj: PETERS, Raymond C., Keeper; Application for Retirement

1. Form 2521, Application for Optional Retirement, submitted by subject employee to become effective on 31 March 1956, is forwarded herewith for Headquarters action.

V. O. JOHNSON
By direction

Encl (1) Form 2521

HRGrant/mtm

Form 2521
TREASURY DEPARTMENT
U. S. Coast Guard

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 2523)

Date 25 January 1956,

Commander, FIFTH CG *District,*

Norfolk, Virginia
(City)

I hereby apply for retirement from active duty effective close of 31 March 1956 on the basis of service shown hereon.

Mailing address after retirement:

X 106 White Street,
Chincoteague, VA.,

X Raymond C. Peters
RAYMOND C. PETERS
Keeper
(Designation)

OFFICE OF THE DISTRICT COMMANDER
Fifth Coast Guard District

City Norfolk, Va. *Date* 6 February 1956

Submitted to the Commandant, U. S. Coast Guard, recommending retirement at $2,886.75 per annum, effective at the close of 31 March 1956

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.

N. LESTER BRAUN
By direction

COAST GUARD HEADQUARTERS, *Washington, D. C.,*

Submitted to the Secretary of the Treasury, recommending approval.

Commandant.

FOR USE OF DEPARTMENT

16—20161

Name PETERS, Raymond C. Date of birth 9-17-92

Designation Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment	Mar	1	1926	Dec	9	1931	5 Y; 9 Mo; 9 Da.
	Dec	11	1931	Mar	31	1956	24 Y; 3 Mo; 20 Da.
Total service							30 Y; 0 Mo; 29 Da.

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

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

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

If so, state the compensation received:

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

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

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel)	(*) Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
Keeper	Apr	1	1951	June	30	1951	65	$2799.24	$ 839.73
do	July	1	1951	July	7	1951	5	2799.24	64.59
do	July	8	1951	Feb	16	1952	160	3099.24	2288.64
do	Feb	17	1952	June	30	1952	96	3174.48	1406.49
do	July	1	1952	June	30	1953	261	3174.48	3823.91
do	July	1	1953	June	30	1954	261	3174.48	3823.91
do	July	1	1954	Mar	12	1955	182	3174.88	2666.48
do	Mar	13	1955	June	30	1955	79	3412.55	1244.25
do	July	1	1955	Mar	31	1956	196	3412.55	3087.00

(*) 20% TO BE ADDED

Total compensation for last five years of active service $19,245.00

Average compensation for last five years of active service $ 3,849.00

Annual rate of retired pay ($3,849.00 × years 30 (Not exceeding 30) ÷ 40) = $2,886.75

U. S. GOVERNMENT PRINTING OFFICE 16—20161

P
22 March 1956
GD5/LL/P15

From: Commander, Fifth Coast Guard District
To: Commander, GROUP, Baltimore, Maryland

Subj: PETERS, Raymond C., Keeper; Albert Gallatin Award for

1. There is forwarded herewith the Albert Gallatin Award in recognition of long-time Treasury Department service in the case of subject employee who will retire at the close of 31 March 1956.

2. You are hereby designated to present this Award to Mr. Peters, as the representative of the Commander, Fifth Coast Guard District, with an appropriate ceremony at such time as can conveniently be arranged.

3. It is suggested that, if possible, pictures of the ceremony be taken by a Coast Guard photographer and submitted to local newspapers for publication.

4. Inasmuch as Mr. Peters may wish to know something of the history of the former Treasury Department official whose name is commemorated with this Award, a copy of his biographical sketch is forwarded herewith and should be delivered with the Award.

V. O. JOHNSON
By direction

Encl:
(1) The Albert Gallatin Award
(2) Biographical Sketch of Albert Gallatin

DLBraun/sjb

STANDARD FORM 50 (9 PART)
REV. APRIL 1951
PROMULGATED BY
U. S. CIVIL SERVICE COMMISSION
CHAPTER 21, FEDERAL PERSONNEL MANUAL

TREASURY DEPARTMENT—U. S. COAST GUARD

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S), AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mrs Raymond C. Peters	9-17-92	2	7-18-55

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
Pay Adjustment	3-13-55	

FROM		TO	
Keeper	8. POSITION TITLE		
Class 3-a&d-1 ($2723.04-$3174.48) $3174.48 pa incl $75.40 pa Qtrs	9. SERVICE, SERIES, GRADE, SALARY	Class 3-a&d-1 ($2927.27-$3412.55) $3412.55 pa incl $75.40 pa Qtrs	
LIGHT STATION	10. ORGANIZATIONAL DESIGNATIONS		
Norfolk, Va. Thomas Point Shoal Lt. Sta., Md.	11. HEADQUARTERS		
[X] FIELD [ ] DEPARTMENTAL	12. FIELD OR DEPT'L	[X] FIELD [ ] DEPARTMENTAL	

13. VETERAN'S PREFERENCE						14. POSITION CLASSIFICATION ACTION			
NONE	WWII	OTHER	5-PT.	10-POINT DISAB.	10-POINT OTHER	NEW	VICE	L.A.	REAL.
X									

15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE
M		FROM: Operating Expenses, CG, 1955 TO: do	LH 6-20-18		[ ] CLAIMED [ ] PROVED STATE: Va.

21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.

Pay adjustment is pursuant to revision of the compensation schedule.

APPROVED: JUL 18 1955

N. Lester Braun

N. LESTER BRAUN
Chief, Civilian Personnel Section

ENTRANCE PERFORMANCE RATING:

22. SIGNATURE OR OTHER AUTHENTICATION

☆ U. S. GOVERNMENT PRINTING OFFICE: J. 886964-1951

4. PERSONNEL FOLDER COPY

UNITED STATES COAST GUARD

ADDRESS REPLY TO:
COMMANDER
5TH COAST GUARD DISTRICT
BOX 540, NEW POST OFFICE BLDG.
NORFOLK 1, VA.

p
23 January 1955
GD5/LL/P14-2/1

From: Commander, Fifth Coast Guard District
To: Mr. Raymond C. Peters, Keeper

Subj: Conversion to Career Appointment

Ref: (a) Executive Order No. 10577
(b) Departmental Circular No. 776

1. You are advised that in accordance with instructions contained in references (a) and (b) your present appointment has been automatically converted to Career Appointment, effective 23 January 1955.

N. LESTER BRAUN
By direction

STANDARD FORM 50 (9 PART)
REV. APRIL 1951
PROMULGATED BY
U. S. CIVIL SERVICE COMMISSION
CHAPTER 13, FEDERAL PERSONNEL MANUAL

TREASURY DEPARTMENT—U. S. COAST GUARD

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S), AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Raymond C. Peters	9-17-92	2	9-24-54

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
Reassignment and Change Duty Post	12-2-54	CS Reg. 6.103 (a)(1)

	FROM	TO
8. POSITION TITLE	Keeper	
9. SERVICE, SERIES, GRADE, SALARY	Class 2-std-1 ($2723.04-$3174.48) $3174.48 pa incl $75.40 pa Qtrs	Class 3-std-1 ($2723.04-$3174.48)
10. ORGANIZATIONAL DESIGNATIONS	Hooper Straits Light Station	Thomas Point Shoal Light Station
11. HEADQUARTERS	Norfolk, Va. Crocheron, Md.	Annapolis, Md.
12. FIELD OR DEPT'L	[X] FIELD [ ] DEPARTMENTAL	[X] FIELD [ ] DEPARTMENTAL

13. VETERAN'S PREFERENCE						14. POSITION CLASSIFICATION ACTION			
NONE	WWI	OTHER	5-PT.	10-POINT DISAB.	10-POINT OTHER	NEW	VICE	L.A.	REAL.
X							X		

15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE
M		FROM: Operating Expenses, CG, 1954 TO: do	LN 6-20-18		☐ CLAIMED ☐ PROVED STATE: Va.

21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.

The position of Keeper (05-555) at Hooper Straits Light Station, Maryland is hereby abolished.

Authority for travel is contained in Coast Guard Headquarters Travel Order #510152.

APPROVED: OCT 21 1954

ENTRANCE PERFORMANCE RATING:

N. Lester Braun

N. LESTER BRAUN
Chief, Civilian Personnel Section
22. SIGNATURE OR OTHER AUTHENTICATION

☆ U. S. GOVERNMENT PRINTING OFFICE [illegible]

4. PERSONNEL FOLDER COPY

UNITED STATES COAST GUARD
OFFICE OF THE COMMANDER, FIFTH COAST GUARD DISTRICT
U. S. POST OFFICE AND COURT HOUSE BUILDING
NORFOLK 1, VIRGINIA

P
13 September 1954
GD5/LL/P17

From: Commander, Fifth Coast Guard District
To: **Mr. Raymond C. Peters, Keeper**
Via: **Commander, Group Baltimore**

Refs: (a) "Fringe Benefits Bill", 83rd Congress
(b) Executive Order No. 10056
(c) Civil Service Commission Departmental Circular No. 762
(d) Aldist No. 73

Subj: Conversion of Indefinite Promotion to permanent

1. In accordance with references (a) through (d), your indefinite promotion to the position of **Keeper**, which was effected on **2/7/52**, is hereby converted to Permanent, effective 11 September 1954.

2. This action will change your tenure in your present position from retention subgroup **II-B** to retention subgroup **I-B**.

N. LESTER BRAUN
By direction

STANDARD FORM 50 (9 PART)
REV. APRIL 1951
PROMULGATED BY
U. S. CIVIL SERVICE COMMISSION
CHAPTER R1, FEDERAL PERSONNEL MANUAL

TREASURY DEPARTMENT—U. S. COAST GUARD

WASHINGTON, D. C.

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S), AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Raymond C. Peters	9-17-92	24	4-18-52

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

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
Adjustment in Valuation of Quarters	5-11-52	

	FROM	TO
	05-555	05-555
8. POSITION TITLE	Keeper	
9. SERVICE, SERIES, GRADE, SALARY	Class 2-add-1($2723.04-$3174.48) $3174.48 pa Incl $60 pa Qtrs	$3174.48 pa incl $75.40 pa Qtrs
10. ORGANIZATIONAL DESIGNATIONS	LIGHT STATION	
11. HEADQUARTERS	Norfolk, Va. Hooper Straits Lt. Sta., Md.	
12. FIELD OR DEPT'L	[X] FIELD [ ] DEPARTMENTAL	[X] FIELD [ ] DEPARTMENTAL

13. VETERAN'S PREFERENCE						14. POSITION CLASSIFICATION ACTION			
NONE	WWI	OTHER	5-PT.	10-POINT DISAB	10-POINT OTHER	NEW	VICE	L.A.	REAL.
X									

15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE
M		FROM: Operating Expenses, CG TO: do	LH 6-20-18		☐ CLAIMED ☐ PROVED STATE: Va.

21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.

Quarters valuation changed as provided in Civilian Personnel Memorandum No 6-52.

ENTRANCE PERFORMANCE RATING:

22. SIGNATURE OR OTHER AUTHENTICATION

☆ U. S. GOVERNMENT PRINTING OFFICE: 1952—[illegible]

4. PERSONNEL FOLDER COPY

STANDARD FORM 50 (8 PART)
OCTOBER 1949
PROMULGATED BY U.S. CIVIL SERVICE COMMISSION, CHAPTER 21, FEDERAL PERSONNEL MANUAL

TREASURY DEPARTMENT – U. S. COAST GUARD

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S), AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Raymond C. Peters	9-17-92	9	2-12-52

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
Administrative Pay Increase	2-17-52	

	FROM	TO
8. POSITION TITLE	Keeper	
9. SERVICE, SERIES, GRADE, SALARY	Class 2-std-1 ($2723.04-3174.48) $3099.24 pa incl $60. pa Qtrs	$3174.48 pa incl $60. pa Qtrs.
10. ORGANIZATIONAL DESIGNATIONS	LIGHT STATION	
11. HEADQUARTERS	Norfolk, Va. Hooper Straits Light Sta., Md.	
12. FIELD OR DEPT'L	[X] FIELD [ ] DEPARTMENTAL	[X] FIELD [ ] DEPARTMENTAL

13. VETERAN'S PREFERENCE						14. POSITION CLASSIFICATION ACTION			
NONE	WWII	OTHER	5-PT.	10-POINT DISAB.	10-POINT OTHER	NEW	VICE	I. A.	REAL.
X									

15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE
M		FROM: Operating Expenses, CG, 1952 TO: do	LH 6-20-38		☐ CLAIMED ☐ PROVED STATE: Va.

21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.

You are hereby granted a one-step increase in rate of compensation.

Position: Permanent
Last Increase: Adm Pay Inc, 5-2-48
Performance Rating: Satisfactory
LWOP since last Inc: None

APPROVED: FEB 12 1952

Orig to Mr Peters;
3 copies to Hqs;
2-13-52

ENTRANCE EFFICIENCY RATING:

N. Lester Braun
N. LESTER BRAUN
Chief, Civilian Personnel Section
22. SIGNATURE OR OTHER AUTHENTICATION

☆ U. S. GOVERNMENT PRINTING OFFICE 1950-883971

4. PERSONNEL FOLDER COPY

STANDARD FORM NO 49 PART1
OCTOBER 1949
PROMULGATED BY U.S. CIVIL SERVICE COMMISSION, CHAPTER 51, FEDERAL PERSONNEL MANUAL

TREASURY DEPARTMENT – U. S. COAST GUARD

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S), AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Raymond C. Peters	9-17-92	3	2-12-52

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
Administrative Pay Increase	2-17-52	

	FROM	TO
8. POSITION TITLE	Keeper	
9. SERVICE, SERIES, GRADE, SALARY	Class 2-old-1 ($2723.04-3174.48) $3099.24 pa incl $60. pa Cbre	$3174.48 pa incl $60. pa Cbre.
10. ORGANIZATIONAL DESIGNATIONS	LIGHT STATION	
11. HEADQUARTERS	Norfolk, Va. Hooper Straits Light Sta., Md.	
12. FIELD OR DEPT'L	[X] FIELD [ ] DEPARTMENTAL	[X] FIELD [ ] DEPARTMENTAL

13. VETERAN'S PREFERENCE

NONE	WWII	OTHER	5-PT.	10-POINT DISAB.	10-POINT OTHER
X					

14. POSITION CLASSIFICATION ACTION

NEW	VICE	I. A.	REAL.

15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE
M		FROM: Operating Expenses, CG, 1952 TO: do	Yes 6-30-16		[ ] CLAIMED [ ] PROVED STATE: Va.

21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.

You are hereby granted a one-step increase in rate of compensation.

Position: Permanent
Last Increase: Adm Pay Inc, 5-2-48
Performance Rating: Satisfactory
LWOP since last Inc: None

APPROVED: FEB 12 1952

ENTRANCE EFFICIENCY RATING:

22. SIGNATURE OR OTHER AUTHENTICATION

☆ U. S. GOVERNMENT PRINTING OFFICE 1950 883671

STANDARD FORM 50 (9 PART)
OCTOBER 1949
PROMULGATED BY U.S. CIVIL SERVICE COMMISSION, CHAPTER R1, FEDERAL PERSONNEL MANUAL

TREASURY DEPARTMENT – U. S. COAST GUARD

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S) AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Raymond C. Peters	9-17-92	2	7-12-51

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
Promotion (Indefinite) and Transfer	2-7-52	CS Reg. 6.103 (a)

	FROM		TO
8. POSITION TITLE	Keeper		Keeper
9. SERVICE, SERIES, GRADE, SALARY	$2650.00-3099.24 Class 2-std-1 ($2650.00-2774.24) $2774.24 pa incl $60 pa Qtrs $3099.24		$2723.04-3174.48 Class 2-std-1 ($2723.04-2847.48) $2847.24 pa incl $60. pa Qtrs $3099.24
10. ORGANIZATIONAL DESIGNATIONS	LIGHT STATION		
11. HEADQUARTERS	Norfolk, Va. Great Shoals Light Sta., Md.		Hooper Straits Light Sta., Md.
12. FIELD OR DEPT'L	[X] FIELD [ ] DEPARTMENTAL		[X] FIELD [ ] DEPARTMENTAL

13. VETERAN'S PREFERENCE						14. POSITION CLASSIFICATION ACTION			
NONE	WWII	OTHER	5 PT.	10 POINT DISAB.	10 POINT OTHER	NEW	VICE	I. A.	REAL
X						X			

15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE
M		FROM: Operating Expenses, CG, TO: do	LH 6-20-36		☐ CLAIMED ☐ PROVED STATE: Va.

21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the U.S. Civil Service Commission. The action may be corrected or cancelled if not in accordance with all requirements.

This position is in lieu of the Keeper (#05-551) position previously occupied by Mr. Peters at Great Shoals Light Station, Md.

The new position (#05-555) as above is authorized to provide for needs of District.

APPROVED: 7-26-51

H. R. Morgan

H. L. MORGAN
Chief, Civilian Personnel Division

APPROVED: SEP 12 1951

N. Lester Braun

N. LESTER BRAUN
Chief, Civilian Personnel Section
22. SIGNATURE OR OTHER AUTHENTICATION

ENTRANCE EFFICIENCY RATING

orig to Mr. Peters;
3 copies to Hq;
2-8-52

☆ U. S. GOVERNMENT PRINTING OFFICE: 1949—860075

4. PERSONNEL FOLDER COPY

STANDARD FORM 50 (9 PART)
OCTOBER 1949
PROMULGATED BY U.S. CIVIL SERVICE COMMISSION, CHAPTER R1, FEDERAL PERSONNEL MANUAL

TREASURY DEPARTMENT — U. S. COAST GUARD

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS., ONE GIVEN NAME, INITIAL(S) AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Raymond C. Peters	9-27-92	2	7-12-52

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
Promotion (Indefinite) and Transfer	2-7-52	CS Reg. 6.103 (a)

	FROM 05-551		TO 05-555
8. POSITION TITLE	Keeper		
9. SERVICE, SERIES, GRADE, SALARY	$2650.00-3099.24 Class 2-old-1 ($2650.00-2999.24) $2999.24 pa incl $60 pa Clre $3099.24		$2723.04-3174.48 Class 2-old-1 ($2723.04-3074.48) $3074.48 pa incl $60. pa Clre $3099.24
10. ORGANIZATIONAL DESIGNATIONS	LIGHT STATION		
11. HEADQUARTERS	Norfolk, Va. Great Shoals Light Sta., Md.		Keeper Shoals Light Sta., Md.
12. FIELD OR DEPT'L	[X] FIELD [ ] DEPARTMENTAL		[X] FIELD [ ] DEPARTMENTAL

13. VETERAN'S PREFERENCE						14. POSITION CLASSIFICATION ACTION			
NONE	WWII	OTHER	5 PT.	10 POINT DISAB.	10 POINT OTHER	NEW	VICE	I. A.	REAL
X						X			

15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE
M		FROM: Operating Expenses, CG, 1952 TO:	Yes 6-20-28		☐ CLAIMED ☐ PROVED STATE: Va.

21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the U.S. Civil Service Commission. The action may be corrected or cancelled if not in accordance with all requirements.

This position is in lieu of the Keeper (#05-551) position previously occupied by Mr. Peters at Great Shoals Light Station, Md.

The new position (#05-555) as above is authorized to provide for needs of District.

APPROVED:

ENTRANCE EFFICIENCY RATING

22. SIGNATURE OR OTHER AUTHENTICATION

☆ U. S. GOVERNMENT PRINTING OFFICE: 1949—86075

PETERS, Raymond C. (Name) | Keeper (Designation) | Great Shoals Light Station (Station)

7-8-51 (PUB. LAW 375, 6-5-52)

PAY ADJUSTMENT, EFFECTIVE ~~10-28-51~~, UNDER AUTHORITY OF ALDIST 129 DATED 10-26-51:

From		To	
Range	Salary	Range	Salary
$2350.00-2799.24	$2799.24	$2650.00-3099.24	$3099.24

(Personnel Folder)

N. Lester Braun

N. LESTER BRAUN
Chief, Civilian Personnel Section

DESIGNATION OF BENEFICIARY
Civil Service Retirement System

A. INFORMATION CONCERNING THE DESIGNATOR

1. Name (Last) (First) (Middle)	2. Date of Birth	3. Date of Designation
Peters Raymond Clayton	17 Sept. 1892	12/21.50

4. Department or Agency in which presently or last employed, including Bureau or Division

U.S. COAST GUARD

I, the employee identified above, canceling any and all previous designations of beneficiary heretofore made by me, do now designate the beneficiary or beneficiaries named below to receive any payment or all unpaid compensation, allowances, travel expenses and lump sum leave payment, which are payable after my death. This designation will remain in full force and effect unless or until cancelled by me in writing.

B. INFORMATION CONCERNING THE BENEFICIARY

5. Name (First) (Middle Initial) (Last)	Address	Relationship
Nancy L. Peters.	White St. Chincoteague Va.	Wife.

Raymond C. Peters.
(Signature of Designator-DO NOT PRINT)

C. WITNESSES

We, the undersigned, certify that this instrument was signed in our presence

Nancy N Lewis (Signature of Witness-DO NOT PRINT)	100 Cropper (Number & Street)	Chincoteague Va (City, Zone & State)
James E. White (Signature of Witness-DO NOT PRINT)	114 Cropper (Number & Street)	Chincoteague Va (City, Zone & State)

Print or Type your name & address to insure return of Copy

RAYMOND C. PETERS
CHINCOTEAGUE VA

Designation of Beneficiary form received in the Civilian Personnel Section, 5th CG District, Norfolk, Virginia, on 20th December, 1950.

W. B. MILLINGTON
Chief, Personnel Division

STANDARD FORM 50 (9 PART)
OCTOBER 1949
PROMULGATED BY U.S. CIVIL SERVICE COMMISSION, CHAPTER 81, FEDERAL PERSONNEL MANUAL

TREASURY DEPARTMENT – U. S. COAST GUARD, WASHINGTON, D. C.

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S) AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Raymond C. Peters	9-17-92	8	10-17-50

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
Change to Lower Range and Transfer	EOD	CS Reg 8.103

FROM		TO
Keeper	8. POSITION TITLE	
Class 2-b&d-1 ($2498.28-2949.72) $2949.72 pa incl $60 pa Qtrs.	9. SERVICE, SERIES, GRADE, SALARY	Class 2-a&d-1 ($2350.00-2799.24) $2799.24 pa incl $60 pa Qtrs.
LIGHT STATION	10. ORGANIZATIONAL DESIGNATIONS	
Norfolk, Va. Sharkfin Shoal Light Sta., Md.	11. HEADQUARTERS	Great Shoals Light Sta., Md.
[ ] FIELD [ ] DEPARTMENTAL	12. FIELD OR DEPT'L	[ ] FIELD [ ] DEPARTMENTAL

13. VETERAN'S PREFERENCE						14. POSITION CLASSIFICATION ACTION			
NONE	WWII	OTHER	5 PT.	10 POINT DISAB.	10 POINT OTHER	NEW	VICE	I. A.	REAL
X						X			

15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE
M		FROM: Operating Expenses, CG, 1951 TO: do	LH 6-20-16		[ ] CLAIMED [ ] PROVED STATE: Va.

21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the U.S. Civil Service Commission. The action may be corrected or cancelled if not in accordance with all requirements.

Your signed statement agreeing to accept transfer at reduction in range and salary is on file in this office.

The position of Keeper (#05-534) is abolished coincident with Mr. Peters' transfer.

EOD 10-25-50

Orig to Mr. Peters, 10-19-50.
Copy to P/R 10/24/50

ENTRANCE EFFICIENCY RATING

22. SIGNATURE OR OTHER AUTHENTICATION

☆ U. S. GOVERNMENT PRINTING OFFICE: 1949—[illegible]

4. PERSONNEL FOLDER COPY

UNITED STATES COAST GUARD
Post Office Box 540
Norfolk 1, Va.

Address reply to the
COMMANDER,
FIFTH COAST GUARD DISTRICT

12 May, 1949.
File: dli 75

Mr. Raymond C. Peters
Sharkfin Shoal Light Station
U. S. Coast Guard
Chance, Md.

Dear Sir/Madam:

You are hereby notified that the Federal Bureau of Investigation has reported favorably on you in connection with investigation conducted under the Federal Employees Loyalty Program. Form 84 has been permanently filed in your official personnel folder at Coast Guard Headquarters. A copy of this letter will be filed in your jacket in the District Office.

Very truly yours,

J. J. HUTSON, JR.
Commander, U.S. Coast Guard
Legal and Intelligence Officer

CC: C5CGD(pc)

Standard Form No. 81
August 1946
U. S. CIVIL SERVICE COMMISSION

Form approved.
Budget Bureau No. 50-R012.3.

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )
OFFICIAL:
REGULAR (X) SPECIAL ( )
PROBATIONAL ( )

As of 31 March, 1950 based on performance during period from 4-1-49 to 3-31-50

PETERS, Raymond C. (Name of employee)

Asst. Keeper (Title of position, service, and grade)

Treas-CG-5th District-Norfolk, Va. - Sharkfin Shoal Light Station, Md. (Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE
V if adequate
– if weak
+ if outstanding

1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.
2. Underline the elements which are especially important in the position.
3. Rate only on elements pertinent to the position.
   a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
   b. Rate administrative, supervisory, and planning functions on elements in *italics*.

CHECK ONE:
Administrative, supervisory, or planning ☐
All others ☒

V (1) Maintenance of equipment, tools, instruments.
V (2) Mechanical skill.
___ (3) Skill in the application of techniques and procedures.
___ (4) Presentability of work (appropriateness of arrangement and appearance of work).
___ (5) Attention to broad phases of assignments.
V (6) Attention to pertinent detail.
___ (7) Accuracy of operations.
___ (8) Accuracy of final results.
___ (9) Accuracy of judgments or decisions.
___ (10) Effectiveness in presenting ideas or facts.
___ (11) Industry.
___ (12) Rate of progress on or completion of assignments.
___ (13) Amount of acceptable work produced. (Is mark based on production records? _____) (Yes or no)
___ (14) Ability to organize his work.
___ (15) Effectiveness in meeting and dealing with others.
___ (16) Cooperativeness.
___ (17) Initiative.
V (18) Resourcefulness.
+ (19) Dependability.
V (20) Physical fitness for the work.

___ (21) *Effectiveness in planning broad programs.*
___ (22) *Effectiveness in adapting the work program to broader or related programs.*
___ (23) *Effectiveness in devising procedures.*
___ (24) *Effectiveness in laying out work and establishing standards of performance for subordinates.*
___ (25) *Effectiveness in directing, reviewing, and checking the work of subordinates.*
___ (26) *Effectiveness in instructing, training, and developing subordinates in the work.*
___ (27) *Effectiveness in promoting high working morale.*
___ (28) *Effectiveness in determining space, personnel, and equipment needs.*
___ (29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
___ (30) *Ability to make decisions.*
___ (31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED

___ (A) _____
___ (B) _____
___ (C) _____

STANDARD
Deviations must be explained on reverse side of this form

	Adjective Rating
Plus marks on all underlined elements, and check marks or better on all other elements rated	Excellent
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements	Very Good
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance	Good
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance	Fair
Minus marks on at least half of the underlined elements	Unsatisfactory

Adjective Rating

Rating official V.G.

Reviewing official V.G.

Rated by A. L. Diggs (Signature of rating official) Lt USCG (Title) 3/31/50 (Date)

Reviewed by [illegible] (Signature of reviewing official) Comdr USCG (Title) 3/31/50 (Date)

Rating approved by efficiency rating committee 4/4/50 (Date) Report to employee VG (Adjective rating)

U. S. GOVERNMENT PRINTING OFFICE 16—26177-6

A BB B

Standard Form No. 51
August 1946
U.S. CIVIL SERVICE COMMISSION

Form approved.
Budget Bureau No. 50-R012.3.

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )
OFFICIAL:
REGULAR (X) SPECIAL ( )
PROBATIONAL ( )

As of 31 March, 1949 based on performance during period from 4-1-48 to 3-31-49

PETERS, Raymond C. (Name of employee)

Asst. Keeper (Title of position, service, and grade)

Treas-USCG-5th CG Dist., Norfolk, Va. - Sharkfin Shoal Light Station, Md.
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE		CHECK ONE:
V if adequate – if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in *italics*.	Administrative, supervisory, or planning ☐ All others ☒

V (1) Maintenance of equipment, tools, instruments.
V (2) Mechanical skill.
___ (3) Skill in the application of techniques and procedures.
___ (4) Presentability of work (appropriateness of arrangement and appearance of work).
___ (5) Attention to broad phases of assignments.
V (6) Attention to pertinent detail.
___ (7) Accuracy of operations.
___ (8) Accuracy of final results.
___ (9) Accuracy of judgments or decisions.
___ (10) Effectiveness in presenting ideas or facts.
___ (11) Industry.
___ (12) Rate of progress on or completion of assignments.
___ (13) Amount of acceptable work produced. (Is mark based on production records? No (Yes or no))
___ (14) Ability to organize his work.
___ (15) Effectiveness in meeting and dealing with others.
___ (16) Cooperativeness.
___ (17) Initiative.
+ (18) Resourcefulness.
+ (19) Dependability.
V (20) Physical fitness for the work.

___ (21) *Effectiveness in planning broad programs.*
___ (22) *Effectiveness in adapting the work program to broader or related programs.*
___ (23) *Effectiveness in devising procedures.*
___ (24) *Effectiveness in laying out work and establishing standards of performance for subordinates.*
___ (25) *Effectiveness in directing, reviewing, and checking the work of subordinates.*
___ (26) *Effectiveness in instructing, training, and developing subordinates in the work.*
___ (27) *Effectiveness in promoting high working morale.*
___ (28) *Effectiveness in determining space, personnel, and equipment needs.*
___ (29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
___ (30) *Ability to make decisions.*
___ (31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED

___ (A) _____
___ (B) _____
___ (C) _____

STANDARD Deviations must be explained on reverse side of this form	*Adjective Rating*
Plus marks on all underlined elements, and check marks or better on all other elements rated	Excellent
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements	Very Good
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance	Good
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance	Fair
Minus marks on at least half of the underlined elements	Unsatisfactory

Adjective Rating

Rating official V.G.

Reviewing official V.G.

Rated by C. J. Boenning (Signature of rating official) Adm. Asst. (Title) 31 March, 1949 (Date)

Reviewed by J. B. Reynolds, LTJG USCG (Signature of reviewing official) CO, CG Depot, Baltimore (Title) 31 March, 1949 (Date)

Rating approved by efficiency rating committee 4/15/49 (Date) Report to employee VG (Adjective rating)

U. S. GOVERNMENT PRINTING OFFICE 16—26177-6

DEPT. STOCK FORM 2248
REV. 12-48

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 10

TO:

Date Prepared 4-30-48

Name: PETERS, RAYMOND C.
Peters, Raymond C. (Mr.)

From: U. S. Coast Guard

Bureau No.:

Effective: Administrative pay increase
5-2-48

	FROM 05-234	TO 05-234
Position		Keeper
Grade	Class 2-Yeo-1($2106.36-2619.72)	Class 2-Yeo-1($2106.36-2619.72)
Salary	$2544.48 pa incl $60 pa Gtee.	$2619.72 pa incl $60 pa Gtee.
C. S. C. No.	$2544.48 $60	$2619.72 $60
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters Post of Duty		Norfolk, Virginia
Appropriation		Quarkin Shoal Lt. Sta., Va.
Allotment		Sec. 09 1948 (Virginia)

FIELD ☒ DEPRTMTL. ☐ FIELD ☒ DEPRTMTL. ☐

Remarks:

You are hereby granted a one-step increase in rate of compensation.

Justification:

Position: Permanent
Last Increase: From 4-30-47, $2619.72 to $2544.48
Conduct & Service: Satisfactory
Efficiency Ratings: Qual. Approved 4-30-47

Orig to Mr Peters 5-6-48
HR
G. O.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 9-17-1892

LEGAL RESIDENCE: Virginia

SEX: Male

NATURE OF POSITION

NEW	ADDTL. IDENT.

VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

VETERAN'S PREFERENCE INFORMATION: No Preference

SUBJECT TO RETIREMENT ACT? Yes (Effective Aug 1-30-48)

DATE OF OATH

DATE APPROVED BY THE SECRETARY

ACCOUNTS AND COLLECTIONS, EXAMINING

Standard Form No. 51
August 1946
U. S. CIVIL SERVICE COMMISSION

Form approved.
Budget Bureau No. 50-R012.3.

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )
OFFICIAL:
REGULAR (X) SPECIAL ( )
PROBATIONAL ( )

As of 31 March, 1948 based on performance during period from 4-1-47 to 3-31-48

PETERS, Raymond C. (Name of employee)

Asst. Keeper (Title of position, service, and grade)

Treas-USCG-5th CG Dist., Norfolk, Va. - Sharkfin Shoal Light Station, Md. (Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE
√ if adequate
– if weak
+ if outstanding

1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.
2. Underline the elements which are especially important in the position.
3. Rate only on elements pertinent to the position.
   a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
   b. Rate administrative, supervisory, and planning functions on elements in *italics*.

CHECK ONE:
Administrative, supervisory, or planning ☐
All others ☒

√ (1) Maintenance of equipment, tools, instruments.
√ (2) Mechanical skill.
____ (3) Skill in the application of techniques and procedures.
____ (4) Presentability of work (appropriateness of arrangement and appearance of work).
____ (5) Attention to broad phases of assignments.
+ (6) Attention to pertinent detail.
____ (7) Accuracy of operations.
____ (8) Accuracy of final results.
____ (9) Accuracy of judgments or decisions.
____ (10) Effectiveness in presenting ideas or facts.
____ (11) Industry.
____ (12) Rate of progress on or completion of assignments.
____ (13) Amount of acceptable work produced. (Is mark based on production records? ____) (Yes or no)
____ (14) Ability to organize his work.
____ (15) Effectiveness in meeting and dealing with others.
____ (16) Cooperativeness.
____ (17) Initiative.
+ (18) Resourcefulness.
+ (19) Dependability.
√ (20) Physical fitness for the work.

____ (21) *Effectiveness in planning broad programs.*
____ (22) *Effectiveness in adapting the work program to broader or related programs.*
____ (23) *Effectiveness in devising procedures.*
____ (24) *Effectiveness in laying out work and establishing standards of performance for subordinates.*
____ (25) *Effectiveness in directing, reviewing, and checking the work of subordinates.*
____ (26) *Effectiveness in instructing, training, and developing subordinates in the work.*
____ (27) *Effectiveness in promoting high working morale.*
____ (28) *Effectiveness in determining space, personnel, and equipment needs.*
____ (29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
____ (30) *Ability to make decisions.*
____ (31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED

____ (A) ____
____ (B) ____
____ (C) ____

STANDARD
Deviations must be explained on reverse side of this form

	Adjective Rating
Plus marks on all underlined elements, and check marks or better on all other elements rated	Excellent
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements	Very Good
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance	Good
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance	Fair
Minus marks on at least half of the underlined elements	Unsatisfactory

Adjective Rating
Rating official V. G.
Reviewing official VG

Rated by [signature] (Signature of rating official) Captain (Title) 4/7/48 (Date)

Reviewed by [signature] (Signature of reviewing official) Captain (Title) 4/9/48 (Date)

Rating approved by efficiency rating committee APR 26 1948 (Date) Report to employee VG (Adjective rating)

U. S. GOVERNMENT PRINTING OFFICE 16—26177-6

HWB

STANDARD FORM 84
Promulgated August 4, 1947, by Civil Service Commission

REQUEST FOR REPORT ON LOYALTY DATA

THIS FORM TO BE USED FOR INCUMBENT EMPLOYEES AND EXCEPTED EMPLOYEES WHERE INVESTIGATION IS CONDUCTED BY AGENCY (Part VI—Executive Order 9835)

To: The Federal Bureau of Investigation, Washington 25, D. C.

The following information is furnished for identification purposes on the person named below. Kindly furnish a report on any derogatory loyalty information contained in your files. (The fingerprints of this person are attached.)

1. FULL NAME (Initials and abridgements of full name are not acceptable)	(Surname)	(Given name)	(Middle or other names)
	PETERS,	RAYMOND,	CLAYTON,

2. ALIASES AND NICKNAMES: NONE.

3. DATE OF THIS REQUEST: 3-25-48

4. SPECIAL NUMBERS KNOWN TO REQUESTING AGENCY (FBI number or FBI file number, passport number, Army or Navy serial number, seaman's certificate of identification, alien registration number, Social Security number, etc. Specify which): NONE.

5. PLACE OF BIRTH	6. DATE OF BIRTH	7. TITLE OF POSITION, OCCUPATION OR PROFESSION
ACCOMACK, CO., VA.	[illegible], 1892,	ASSISTANT, LIGHT HOUSE KEEPER,

8. SEX: [X] MALE [ ] FEMALE

9. MARITAL STATUS: [ ] SINGLE [X] MARRIED

10. IF MARRIED, GIVE SPOUSE'S FULL NAME, AND DATE AND PLACE OF BIRTH: PAULINE LEE ISRELL PETERS, DATE OF BIRTH [illegible], OCTOBER, 14, 1918, [illegible], ACCOMACK, CO., VA.

11. ORGANIZATIONS WITH WHICH AFFILIATED OTHER THAN RELIGIOUS OR POLITICAL ORGANIZATIONS OR THOSE WHICH SHOW RELIGIOUS OR POLITICAL AFFILIATIONS: NONE.

12. DATES AND PLACES OF RESIDENCE FOR THE LAST 10 YEARS

Date	Street	City	State
6-5-1922,	S. MAIN,	CHINCOTEAGUE, ISLAND,	VA,

13. DATES, NAMES AND ADDRESSES OF EMPLOYERS FOR THE LAST 10 YEARS

Date	Employer	Address
7-1-26,	U.S. LIGHT HOUSE SERVICE,	WASHINGTON, D.C.
6-1-40,	U.S. COAST GUARD,	WASHINGTON, D. C.

14. THIS AGENCY HAS LOYALTY INFORMATION REPORT(S) FURNISHED BY THE AGENCIES INDICATED BELOW:

AGENCY WHICH MADE THE LOYALTY REPORT	DATE OF REPORT	REMARKS
none		

15. THIS SPACE RESERVED FOR RETURN REPORT TO AGENCY WHERE NO DEROGATORY INFORMATION IS DEVELOPED

NO DISLOYAL DATA
FBI FILES
MAY 14 1948

16. NAME AND ADDRESS OF REQUESTING AGENCY

TREASURY DEPARTMENT 6-05
WASHINGTON, 25, D. C. Coast Guard

SEE REVERSE FOR REPORT ON CASES WHERE DEROGATORY INFORMATION WAS DEVELOPED

☆ U. S. GOVERNMENT PRINTING OFFICE: 1947-751860

Standard Form No. 51
August 1946
U. S. CIVIL SERVICE COMMISSION

Form approved.
Budget Bureau No. 50-R012.3.

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )
OFFICIAL:
REGULAR (X) SPECIAL ( )
PROBATIONAL ( )

As of 3-31-47 based on performance during period from 4-1-46 to 3-31-47

Peters, Raymond C. (Name of employee)

Assistant Keeper (Title of position, service, and grade)

Treas., 5th CG Dist., Norfolk, Va. - Sharkfin Shoal Lt. Sta., Md. (Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE
V if adequate
– if weak
+ if outstanding

1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.
2. Underline the elements which are especially important in the position.
3. Rate only on elements pertinent to the position.
   a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
   b. Rate administrative, supervisory, and planning functions on elements in *italics*.

CHECK ONE:
Administrative, supervisory, or planning ☐
All others ☒

V (1) Maintenance of equipment, tools, instruments.
V (2) Mechanical skill.
___ (3) Skill in the application of techniques and procedures.
___ (4) Presentability of work (appropriateness of arrangement and appearance of work).
___ (5) Attention to broad phases of assignments.
V (6) Attention to pertinent detail.
___ (7) Accuracy of operations.
___ (8) Accuracy of final results.
___ (9) Accuracy of judgments or decisions.
___ (10) Effectiveness in presenting ideas or facts.
___ (11) Industry.
___ (12) Rate of progress on or completion of assignments.
___ (13) Amount of acceptable work produced. (Is mark based on production records? ___ (Yes or no))
___ (14) Ability to organize his work.
___ (15) Effectiveness in meeting and dealing with others.
___ (16) Cooperativeness.
V (17) Initiative.
V (18) Resourcefulness.
V (19) Dependability.
V (20) Physical fitness for the work.

___ (21) *Effectiveness in planning broad programs.*
___ (22) *Effectiveness in adapting the work program to broader or related programs.*
___ (23) *Effectiveness in devising procedures.*
___ (24) *Effectiveness in laying out work and establishing standards of performance for subordinates.*
___ (25) *Effectiveness in directing, reviewing, and checking the work of subordinates.*
___ (26) *Effectiveness in instructing, training, and developing subordinates in the work.*
___ (27) *Effectiveness in promoting high working morale.*
___ (28) *Effectiveness in determining space, personnel, and equipment needs.*
___ (29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
___ (30) *Ability to make decisions.*
___ (31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED

___ (A) ___
___ (B) ___
___ (C) ___

STANDARD
Deviations must be explained on reverse side of this form

	Adjective Rating
Plus marks on all underlined elements, and check marks or better on all other elements rated	Excellent
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements	Very Good
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance	Good
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance	Fair
Minus marks on at least half of the underlined elements	Unsatisfactory

Adjective Rating

Rating official: G

Reviewing official: ___

Rated by R. J. Boenning (Signature of rating official) Adm. Asst. (Title) 14 April 1947 (Date)

Reviewed by M Mangan (Signature of reviewing official) Capt USCG (Title) 17 April 47 (Date)

Rating approved by efficiency rating committee 4-20-47 (Date) Report to employee G (Adjective rating)

U. S. GOVERNMENT PRINTING OFFICE 16—86177-6

DEPT. STOCK FORM 2249
REV. 12-45

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 90

L

TO: PETERS, RAYMOND C.
Peters, Raymond C. (Mr.)

Date Prepared: April 10, 1947

Name:

From: U. S. Coast Guard

Bureau No.:

Administrative Pay Increase

Effective: April 20, 1947

	FROM [illegible]	TO [illegible]
Position		Keeper
Grade	Class 2-WG-4([illegible])	Class 2-WG-4([illegible])
Salary	$2469.24 p.a. incl $60 p.a.	$2544.48 p.a. incl $60 p.a.
C. S. C. No.	2469.24 (Hrs.	2544.48 (Hrs.
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Norfolk, Virginia
Post of Duty		Sherkfis Shoal Lt.Sta., Va.
Appropriation		Civilian Employees, U. S.
Allotment		

FIELD ☒ DEPRTMTL. ☐ FIELD ☒ DEPRTMTL. ☐

Remarks: You are hereby granted a one-step increase in rate of compensation.

Justification:

Position: Permanent
Last Increase: WGI, 4-7-46, $2100 to $2160
Conduct & Service: Satisfactory
Efficiency Rating: Good Approved 3-7-46

Copy to Mr. Peters on 5-5-47
M. L. A.
a0

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 9-17-1902

LEGAL RESIDENCE: Virginia

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

VETERAN'S PREFERENCE INFORMATION

No Preference

SUBJECT TO RETIREMENT ACT?

Lighthouse Act 6-20-10

DATE OF OATH

DATE APPROVED [illegible]

ACCOUNTS AND COLLECTIONS, EXAMINING

2110

AFFIDAVIT

STRIKING AGAINST THE FEDERAL GOVERNMENT

Treasury Department U. S. Coast Guard

COAST GUARD
PORTSMOUTH DISTRICT
OFFICE SERVICES
1946 NOV 4 PM 9:26

Sharkfin Shoal Light Station, Chance, Maryland
(Place of Employment)

I, Raymond C. Peters do hereby swear (or affirm) that I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not while a Government employee become a member of such an organization.

Raymond C. Peters
(Signature of Employee or Appointee)

Subscribed and sworn to before me this 2 day of Nov
, 1946 at Tom Cs
State of Md.

Lacy V Bozman
(Signature of person authorized to administer oath)

notary
(Title)

STATUTORY PENALTY CLAUSE: "Any person who engages in a strike against the Government of the United States, or who is a member of an organization of Government employees that asserts the right to strike against the Government of the United States *** and accepts employment the salary or wages for which are paid from any appropriation contained in this Act shall be guilty of a felony and, upon conviction, shall be fined not more than $1,000 or imprisoned for not more than one year, or both: Provided further, that the above penalty clause shall be in addition to, and not in substitution for any other provision of existing law."

2110

AFFIDAVIT

STRIKING AGAINST THE FEDERAL GOVERNMENT

COAST GUARD
NORFOLK DISTRICT
OFFICE SERVICES

Treasury Department

1946 NOV 1 PM 2:51
U.S. Coast Guard

Shad Point Shoals Light Station.
(Place of Employment)

I, do hereby swear (or affirm) that I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not while a Government employee become a member of such an organization.

Raymond L. Peters
(Signature of Employee or Appointee)

Subscribed and sworn to before me this 8th day of November, 1946 at Pocomoke City, State of Maryland.

Vera B. Rader
(Signature of person authorized to administer oath)

Notary Public
(Title)

STATUTORY PENALTY CLAUSE: "Any person who engages in a strike against the Government of the United States, or who is a member of an organization of Government employees that asserts the right to strike against the Government of the United States *** and accepts employment the salary or wages for which are paid from any appropriation contained in this Act shall be guilty of a felony and, upon conviction, shall be fined not more than $1,000 or imprisoned for not more than one year, or both: Provided further, that the above penalty clause shall be in addition to, and not in substitution for any other provision of existing law."

Standard Form No. 51, Rev.
Approved Dec. 1948
C. S. C. Dept. Cir. No. 458

Form approved
Budget Bureau No. 50-R012.
Approval expires Mar. 30, 1945.

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE–UNOFFICIAL ( )
OFFICIAL:
REGULAR (X) SPECIAL ( )
PROBATIONAL or TRIAL PERIOD ( )

As of 31 March, 1946 based on performance during period from 1 April, 1945 to 31 March, 1946

PETERS, Raymond C. (Name of employee)

Asst. Keeper (Title of position, service, and grade)

TREAS-USCG-Norfolk District-Sharkfin Shoal Light Station
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE
V if adequate
– if weak
+ if outstanding

1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.
2. Underline the elements which are especially important in the position.
3. Rate only on elements pertinent to the position.
   a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
   b. Rate administrative, supervisory, and planning functions on elements in *italics*.

CHECK ONE:
Administrative, supervisory, or planning ..... ☐
All others ..... ☒

V (1) Maintenance of equipment, tools, instruments.
V (2) Mechanical skill.
____ (3) Skill in the application of techniques and procedures.
____ (4) Presentability of work (appropriateness of arrangement and appearance of work).
____ (5) Attention to broad phases of assignments.
____ (6) Attention to pertinent detail.
____ (7) Accuracy of operations.
____ (8) Accuracy of final results.
____ (9) Accuracy of judgments or decisions.
____ (10) Effectiveness in presenting ideas or facts.
____ (11) Industry.
____ (12) Rate of progress on or completion of assignments.
____ (13) Amount of acceptable work produced. (Is mark based on production records? ..... (Yes or no))
____ (14) Ability to organize his work.
____ (15) Effectiveness in meeting and dealing with others.
____ (16) Cooperativeness.
V (17) Initiative.
V (18) Resourcefulness.
V (19) Dependability.
V (20) Physical fitness for the work.

____ (21) *Effectiveness in planning broad programs.*
____ (22) *Effectiveness in adapting the work program to broader or related programs.*
____ (23) *Effectiveness in devising procedures.*
____ (24) *Effectiveness in laying out work and establishing standards of performance for subordinates.*
____ (25) *Effectiveness in directing, reviewing, and checking the work of subordinates.*
____ (26) *Effectiveness in instructing, training, and developing subordinates in the work.*
____ (27) *Effectiveness in promoting high working morale.*
____ (28) *Effectiveness in determining space, personnel, and equipment needs.*
____ (29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
____ (30) *Ability to make decisions.*
____ (31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED.

____ (A) .....
____ (B) .....
____ (C) .....

STANDARD
Deviations must be explained on reverse side of this form

	Adjective rating
Plus marks on all underlined elements, and no minus marks	Excellent
Plus marks on at least half of the underlined elements, and no minus marks	Very good
Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks	Good
Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks	Fair
Minus marks on at least half of the underlined elements	Unsatisfactory

Adjective rating
Rating official G
Reviewing official G

Rated by [signature] (Signature of rating official) [illegible] Lt Comdr (Title) 1 April 1946 (Date)

Reviewed by [signature] (Signature of reviewing official) Capt USCG (Title) 4-3-46 (Date)

Rating approved by efficiency rating committee 5-7-46 (Date) Report to employee G (Adjective rating)

U. S. GOVERNMENT PRINTING OFFICE [illegible]

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 10

2110

TO:

Date Prepared April 9, 1946

Name: Peters, Raymond C. (Mr.)

From: U. S. Coast Guard

Bureau No.:

IN

Pay Increase (Administrative)

Effective: April 7, 1946

	FROM 922	TO 926
Position		Keeper
Grade	Range $1902-2292	Range $1902-2292
Salary	$2100 pa Incl. $60 pa Uns.	$2166 pa Incl. $60 pa Uns.
C. S. C. No.	2100 60	2166 60
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Norfolk, Virginia
Post of Duty		Thimble Shoal Lt.Sta., Md.
Appropriation		Civilian Employees, C. G.
Allotment		

FIELD ☒ DEPRTMTL. ☐ FIELD ☒ DEPRTMTL. ☐

Remarks: You are hereby granted a one-step increase in rate of compensation.

Justification:

Position: Permanent
Last Increase: From. 4-1-45, $1740-1800
Conduct and Service: Satisfactory
Efficiency Rating: Good

white copy to
Mr. Peterson
4-6-46

T. L. N.
2.01

SUBORDINATE ADMINISTRATIVE OFFICE

DATE APPROVED BY THE APPOINTING OFFICER

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION
Regular

DATE OF BIRTH
4-17-1892

LEGAL RESIDENCE
Virginia

SEX
Male

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE?
No

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

DATE OF OATH

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 10

2110

TO:

Date Prepared July 1, 1945

Name: Peters, Raymond C., Mr.

From: U. S. Coast Guard

Bureau No.:

Pay Adjustment

Effective: July 1, 1945

	FROM 928	TO 928
Position		Keeper
Grade	Range $1560-1920	Range $1800-2280
Salary	$1740 pa plus $60 pa clvs.	$2100 pa* incl. $60 pa clvs.
C. S. C. No.		2100 60
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Norfolk, Va.
Post of Duty		Sherwin Shoal Lt.Sta.,Md.
Appropriation		Civilian Employees, C. G.
Allotment		

FIELD ☒ DEPRTMTL. ☐ FIELD ☒ DEPRTMTL. ☐

Remarks:

* Your increased compensation includes valuation for quarters.

Justification:

N.L.B.

SUBORDINATE ADMINISTRATIVE OFFICE

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 9-17-92

LEGAL RESIDENCE: Virginia

SEX: Male

NATURE OF POSITION

NEW	ADDTL. IDENT.

VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE? No

SUBJECT TO RETIREMENT ACT? Lighthouse Act 6-20-38

DATE OF OATH

DATE APPROVED

DEPT. STOCK FORM 2249
REV. 12-31

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 10

2110

TO: PETERS, RAYMOND C.

Name: Peters, Raymond C., Jr.

From: U. S. Coast Guard

Date Prepared April 1, 1945

Bureau No.:

Pay Increase (Periodic)

Effective: April 1, 1945

	FROM	TO
	928	928
Position		Keeper
Grade	Range $1560-1920	Range $1560-1920
Salary	$1680 p.a. plus $60 p.a. (Wrs.	$1740 p.a. plus $60 p.a. (Wrs.
C. S. C. No.	1680	1740
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Norfolk, Va.
Post of Duty		Cherrin Shoal Lt.Sta., Md.
Appropriation		Civilian Employees, C.G.
Allotment		

FIELD ☐ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks:

You are hereby granted a one-step increase in rate of compensation.

Justification: Mr. Peters' last increase in rate of compensation was on October 1, 1943, in the amount of $60.

The position occupied by this employee is not temporary. His service and conduct are satisfactory. His current efficiency rating is Good.

Effective 1 April, 1945. T.L.B.

4-30-45

SUBORDINATE ADMINISTRATIVE OFFICE

DATE APPROVED [redacted]

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 1-17-92

LEGAL RESIDENCE: Virginia

SEX: Male

NATURE OF POSITION

NEW	ADDTL. IDENT.

VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE? No

SUBJECT TO RETIREMENT ACT? Lighthouse Act

DATE OF OATH

2110

Standard Form No. 51
Appr. Jan. 5, 1942
C. S. C. Dept. Cir. No. 302

REPORT OF EFFICIENCY RATING

REGULAR (✓); INTERIM ( )
PROBATIONARY—1ST ( ) 2D ( )

Classification Symbols		
(Service)	(Grade)	(Class)

As of 31 March, 1945 based on performance during period from 1 April, 1944 to 31 March, 1945

Peters, Raymond C. (Name of employee) — Asst. Keeper (Title of position) — Navy Dept. (Bureau)

U.S.C.G. (Division) — Sharkfin Shoal Light Station (Section) — (Subsection or unit) — Norfolk (Field office)

ON LINES BELOW MARK EMPLOYEE

√ if adequate
— if weak
+ if outstanding

1. Underline the elements which are especially important in the position.
2. Rate only on elements pertinent to the position.
   a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
   b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in *italics* or not.
3. Before rating, become thoroughly familiar with instructions in the rating manual.

CHECK ONE

Administrative, supervisory, or planning ..... ☐
All others ..... ☒

- ✓ (1) Maintenance of equipment, tools, instruments.
- ✓ (2) Mechanical skill.
- ____ (3) Skill in the application of techniques and procedures.
- ____ (4) Presentability of work (appropriateness of arrangement and appearance of work).
- ✓ (5) Attention to broad phases of assignments.
- ✓ (6) Attention to pertinent detail.
- ____ (7) Accuracy of operations.
- ____ (8) Accuracy of final results.
- ____ (9) Accuracy of judgments or decisions.
- ____ (10) Effectiveness in presenting ideas or facts.
- ____ (11) Industry.
- ____ (12) Rate of progress on or completion of assignments.
- ____ (13) Amount of acceptable work produced. (Is mark based on production records? _____) (Yes or no)
- ____ (14) Ability to organize his work.
- ____ (15) Effectiveness in meeting and dealing with others.
- ____ (16) Cooperativeness.
- ✓ (17) Initiative.
- ✓ (18) Resourcefulness.
- ✓ (19) Dependability.
- ✓ (20) Physical fitness for the work.
- ____ (21) *Effectiveness in planning broad programs.*
- ____ (22) *Effectiveness in adapting the work program to broader or related programs.*
- ____ (23) *Effectiveness in devising procedures.*
- ____ (24) *Effectiveness in laying out work and establishing standards of performance for subordinates.*
- ____ (25) *Effectiveness in directing, reviewing, and checking the work of subordinates.*
- ____ (26) *Effectiveness in instructing, training, and developing subordinates in the work.*
- ____ (27) *Effectiveness in promoting high working morale.*
- ____ (28) *Effectiveness in determining space, personnel, and equipment needs.*
- ____ (29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
- ____ (30) *Ability to make decisions.*
- ____ (31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED

____ (A) _____
____ (B) _____
____ (C) _____

STANDARD
Deviations must be explained on reverse side of this form

	Adjective rating	Numerical rating
All underlined elements marked plus, and no element marked minus	Excellent	1
A majority of underlined elements marked plus, and no element marked minus	Very good	2 or 3
All underlined elements marked at least with a check, and minus marks fully compensated by plus marks, or—a majority of underlined elements marked at least with a check, and minus marks on underlined elements overcompensated by plus marks on underlined elements	Good	4, 5, or 6
A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks	Fair	7 or 8
A majority of underlined elements marked minus	Unsatisfactory	9

	Adjective rating	Numerical rating
Rating official	Good	
Reviewing official	Good	

On the whole, do you consider the conduct of this employee to be satisfactory? Yes (Yes or no) (See back of form)

Rated by [signature] (Signature of rating official) — Capt. USCG (Title) — 4/10/45 (Date)

Reviewed by do (Signature of reviewing official) — do (Title) — do (Date)

Rating approved by efficiency rating committee 4/21/45 (Date) Report to employee 2 (Adjective rating) _____ (Numerical rating)

16—26177-1

Standard Form No. 51, Rev.
Approved Dec. 1943
C. S. C. Dept. Cir. No. 458

Form approved
Budget Bureau No. 50-R012.
Approval expires Mar. 30, 1945.

2110

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE–UNOFFICIAL ( )
OFFICIAL: REGULAR (X) SPECIAL ( )
PROBATIONAL or TRIAL PERIOD ( )

As of 31 March, 1944 based on performance during period from 1 April, 1943 to 31 March, 1944

PETERS, Raymond C.
(Name of employee)

Assistant Keeper
(Title of position, service, and grade)

Navy Dept. - USCG - DCGO, 5ND - Sharkfin Shoal Light Station - Norfolk
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE
V if adequate
– if weak
+ if outstanding

1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.
2. Underline the elements which are especially important in the position.
3. Rate only on elements pertinent to the position.
   a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
   b. Rate administrative, supervisory, and planning functions on elements in *italics*.

CHECK ONE:
Administrative, supervisory, or planning ☐
All others ☒

V (1) Maintenance of equipment, tools, instruments.
V (2) Mechanical skill.
— (3) Skill in the application of techniques and procedures.
— (4) Presentability of work (appropriateness of arrangement and appearance of work).
V (5) Attention to broad phases of assignments.
V (6) Attention to pertinent detail.
— (7) Accuracy of operations.
— (8) Accuracy of final results.
— (9) Accuracy of judgments or decisions.
— (10) Effectiveness in presenting ideas or facts.
— (11) Industry.
— (12) Rate of progress on or completion of assignments.
— (13) Amount of acceptable work produced. (Is mark based on production records? ____) (Yes or no)
— (14) Ability to organize his work.
— (15) Effectiveness in meeting and dealing with others.
— (16) Cooperativeness.
V (17) Initiative.
V (18) Resourcefulness.
V (19) Dependability.
V (20) Physical fitness for the work.

— (21) *Effectiveness in planning broad programs.*
— (22) *Effectiveness in adapting the work program to broader or related programs.*
— (23) *Effectiveness in devising procedures.*
— (24) *Effectiveness in laying out work and establishing standards of performance for subordinates.*
— (25) *Effectiveness in directing, reviewing, and checking the work of subordinates.*
— (26) *Effectiveness in instructing, training, and developing subordinates in the work.*
— (27) *Effectiveness in promoting high working morale.*
— (28) *Effectiveness in determining space, personnel, and equipment needs.*
— (29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
— (30) *Ability to make decisions.*
— (31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED
— (A) ____
— (B) ____
— (C) ____

STANDARD
Deviations must be explained on reverse side of this form

	Adjective rating
Plus marks on all underlined elements, and no minus marks	Excellent
Plus marks on at least half of the underlined elements, and no minus marks	Very good
Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks	Good
Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks	Fair
Minus marks on at least half of the underlined elements	Unsatisfactory

Adjective rating
Rating official [signature] ____
Reviewing official ____

Rated by [signature] Captain, USCG 24 April, 1944
(Signature of rating official) (Title) (Date)

Reviewed by ____ ____ ____
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee 4/26/44 (Date) Report to employee G (Adjective rating)

16—26177-2

Standard Form No. 81
Appr. Jan. 5, 1942
C. S. C. Dept. Cir. No. 302

REPORT OF EFFICIENCY RATING

REGULAR (X) INTERIM ( )
PROBATIONARY—1ST ( ) 2D ( )

Classification Symbols		
(Service)	(Grade)	(Class)

As of 31 March, 1943 based on performance during period from 1 April, 1942 to 31 March, 1943

Raymond C. Peters	Assistant Keeper	U. S. Coast Guard
(Name of employee)	(Title of position)	(Bureau)

5th Naval District	Sharkfin Shoal Light Station		Norfolk, Virginia
(Division)	(Section)	(Subsection or unit)	(Field office)

ON LINES BELOW MARK EMPLOYEE
V if adequate
— if weak
+ if outstanding

1. Underline the elements which are especially important in the position.
2. Rate only on elements pertinent to the position.
   a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
   b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in *italics* or not.
3. Before rating, become thoroughly familiar with instructions in the rating manual.

CHECK ONE
Administrative, supervisory, or planning ☐
All others ☒

V (1) Maintenance of equipment, tools, instruments.
V (2) Mechanical skill.
— (3) Skill in the application of techniques and procedures.
— (4) Presentability of work (appropriateness of arrangement and appearance of work).
V (5) Attention to broad phases of assignments.
V (6) Attention to pertinent detail.
— (7) Accuracy of operations.
— (8) Accuracy of final results.
— (9) Accuracy of judgments or decisions.
— (10) Effectiveness in presenting ideas or facts.
V (11) Industry.
V (12) Rate of progress on or completion of assignments.
— (13) Amount of acceptable work produced. (Is mark based on production records? ——— (Yes or no))
V (14) Ability to organize his work.
V (15) Effectiveness in meeting and dealing with others.
V (16) Cooperativeness.
— (17) Initiative.
V (18) Resourcefulness.
V (19) Dependability.
V (20) Physical fitness for the work.

— (21) *Effectiveness in planning broad programs.*
— (22) *Effectiveness in adapting the work program to broader or related programs.*
— (23) *Effectiveness in devising procedures.*
— (24) *Effectiveness in laying out work and establishing standards of performance for subordinates.*
— (25) *Effectiveness in directing, reviewing, and checking the work of subordinates.*
— (26) *Effectiveness in instructing, training, and developing subordinates in the work.*
— (27) *Effectiveness in promoting high working morale.*
— (28) *Effectiveness in determining space, personnel, and equipment needs.*
— (29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
— (30) *Ability to make decisions.*
— (31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED
— (A)
— (B)
— (C)

STANDARD
Deviations must be explained on reverse side of this form

	Adjective rating	Numerical rating
All underlined elements marked plus, and no element marked minus	Excellent	1
A majority of underlined elements marked plus, and no element marked minus	Very good	2 or 3
All underlined elements marked at least with a check, and minus marks fully compensated by plus marks, or—a majority of underlined elements marked at least with a check, and minus marks on underlined elements overcompensated by plus marks on underlined elements	Good	4, 5, or 6
A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks	Fair	7 or 8
A majority of underlined elements marked minus	Unsatisfactory	9

	Adjective rating	Numerical rating
Rating official	Good	6
Reviewing official	G	6

On the whole, do you consider the conduct of this employee to be satisfactory? Yes (Yes or no) (See back of form)

Rated by [signature] (Signature of rating official) Captain (Title) 31 March 43 (Date)

Reviewed by R. L. LUCAS, Captain, USCG (Signature of reviewing official) Chief of Staff, DCGO, 5ND (Title) 7 April, 1943 (Date)

Rating approved by efficiency rating committee ——— (Date) Report to employee ——— (Adjective rating) ——— (Numerical rating)

10—26177-1

Standard Form No. 51
Appr. Jan. 5, 1942
C. S. C. Dept. Cir. No. 302

REPORT OF EFFICIENCY RATING

REGULAR ( ) INTERIM ( )
PROBATIONARY—1ST ( ) 2D ( )

Classification Symbols		
(Service)	(Grade)	(Class)

As of 31 Mar., 1942 based on performance during period from 1 April, 1941 to 31 Mar., 1942

Raymond C. Peters	Asst. Keeper	U. S. Coast Guard
(Name of employee)	(Title of position)	(Bureau)

Sharkfin Shoal Lt. Sta.	5th Naval District		Norfolk, Virginia.
(Division)	(Section)	(Subsection or unit)	(Field office)

ON LINES BELOW MARK EMPLOYEE

V if adequate
— if weak
+ if outstanding

1. Underline the elements which are especially important in the position.
2. Rate only on elements pertinent to the position.
   a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
   b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in *italics* or not.
3. Before rating, become thoroughly familiar with instructions in the rating manual.

CHECK ONE:

Administrative, supervisory, or planning ☐
All others ☒

V (1) Maintenance of equipment, tools, instruments.
✓ (2) Mechanical skill.
V (3) Skill in the application of techniques and procedures.
V (4) Presentability of work (appropriateness of arrangement and appearance of work).
✓ (5) Attention to broad phases of assignments.
✓ (6) Attention to pertinent detail.
V (7) Accuracy of operations.
V (8) Accuracy of final results.
V (9) Accuracy of judgments or decisions.
V (10) Effectiveness in presenting ideas or facts.
✓ (11) Industry.
✓ (12) Rate of progress on or completion of assignments.
V (13) Amount of acceptable work produced. (Is mark based on production records?) (Yes or no)
✓ (14) Ability to organize his work.
V (15) Effectiveness in meeting and dealing with others.
✓ (16) Cooperativeness.
V (17) Initiative.
V (18) Resourcefulness.
✓ (19) Dependability.
✓ (20) Physical fitness for the work.

V (21) *Effectiveness in planning broad programs.*
V (22) *Effectiveness in adapting the work program to broader or related programs.*
V (23) *Effectiveness in devising procedures.*
V (24) *Effectiveness in laying out work and establishing standards of performance for subordinates.*
V (25) *Effectiveness in directing, reviewing, and checking the work of subordinates.*
V (26) *Effectiveness in instructing, training, and developing subordinates in the work.*
V (27) *Effectiveness in promoting high working morale.*
V (28) *Effectiveness in determining space, personnel, and equipment needs.*
V (29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
V (30) *Ability to make decisions.*
V (31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED

V (A)
V (B)
V (C)

STANDARD
Deviations must be explained on reverse side of this form

	Adjective rating	Numerical rating
All underlined elements marked plus, and no element marked minus	Excellent	1
A majority of underlined elements marked plus, and no element marked minus	Very good	2 or 3
All underlined elements marked at least with a check, and minus marks fully compensated by plus marks, or—a majority of underlined elements marked at least with a check, and minus marks on underlined elements overcompensated by plus marks on underlined elements	Good	4, 5, or 6
A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks	Fair	7 or 8
A majority of underlined elements marked minus	Unsatisfactory	9

	Adjective rating	Numerical rating
Rating official	Good	6
Reviewing official	Good	6

On the whole, do you consider the conduct of this employee to be satisfactory? Yes (Yes or no) (See back of form)

Rated by [signature] (Signature of rating official) [illegible] (Title) 31 March 42 (Date)

Reviewed by W. J. KEESTER [signature] (Signature of reviewing official) Captain, U.S.C.G. (Title) 12 May, 1942. (Date)

Rating approved by efficiency rating committee ..... (Date) Report to employee ..... (Adjective rating) ..... (Numerical rating)

16—26177-1

Form 3200—(April 1935)
U. S. Civil Service Commission

Classification Symbols		
Service	Grade	Class

SERVICE RATING FORM

(Read instructions on back of this form)

Check one:
Supervisory ☐
Nonsupervisory ☑

Name Raymond C. Peters Department Treasury

Coast Guard (Bureau) Norfolk District (Division) Sharkfin Shoal Lt. Sta., Md. (Section), (Subsection)

On lines below mark employee:
√ if neither strong nor weak point.
– if weak point.
+ if strong point.

1. Underline the elements which are especially important in the position.
2. Mark nonsupervisory employees on all elements except those in *italics*.
3. Mark supervisory employees on all elements.

In boxes below rate employee:
1 or 2 if Excellent.
3 or 4 if Very Good.
5 or 6 if Good.
7 or 8 if Fair.
9 or 10 if Unsatisfactory.

I. QUALITY OF PERFORMANCE

Rating Officer | Reviewing Officer

√ (a) Acceptability of work; thoroughness.
√ (b) General dependability; accuracy.
√ (c) Neatness and orderliness of work.
√ (d) Skill with which the important procedures, instruments, or machines are employed in performing his duties.
___ (e) *Effectiveness in getting good work done by his unit.*

Rating Officer: 6

II. PRODUCTIVENESS

Base rating primarily on element (a), if known; otherwise on (b) and (c).

√ (a) Amount of work accomplished.
√ (b) Application of time, interest, and energy to duties; industry.
√ (c) Promptness in completing assignments; speed.
___ (d) _____ (State any other elements of this class considered)
___ (e) *Effectiveness in securing adequate output from his unit.*

Rating Officer: 6

III. QUALIFICATIONS SHOWN ON JOB

√ (a) Knowledge of duties and related information.
√ (b) Ability to learn and to profit from experience.
√ (c) Judgment, sense of proportion, common sense.
√ (d) Initiative and resourcefulness.
√ (e) Cooperativeness; ability to work with and for others.
___ (f) _____ (State any other elements of this class considered)
___ (g) *Effectiveness in developing and training employees.*
___ (Custodial only) Ability to perform such physical work as the job requires.

Rating Officer: 6

Sum of ratings . . . 18

Rated by N. C. Manyon (Rating officer) 24 Sept. '41 (Date)

Report to employee Good

Reviewed by W. J. Keester (Reviewing officer) 25 Sept. '41 (Date)

On the whole, do you consider the department and attitude of this employee toward his work to be satisfactory? . . Yes (Answer "Yes", "No", or "Fairly so")

Sum of Ratings	Report to Employee	Significance
3 – 7	Excellent.	Promotable within grade if below top salary.
8 – 13	Very Good.	Promotable within grade if below top salary.
14 – 19	Good.	No salary change if receiving middle salary or above; if below middle, promotable not beyond middle salary.*
20 – 24	Fair.	Reduce one step if above middle salary.*
25 – 30	Unsatisfactory.	Dismiss from present position.

* For Cu-2 and Cu-3, the fourth salary rate will be considered the middle salary.

16—3831

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE 10

2110

TO:

Date Prepared 1 October, 1943

Name: Peters, Raymond G.

From: U. S. Coast Guard

Bureau No.: 926

VII — THO — Position

Effective: 1 October, 1943

	FROM	TO
Position	7429	Keeper
Grade	Range $1560-1920	Range $1560-1920
Salary	$1620 p.a. plus $60 bro.	$1680 p.a. plus $60 bro.
C. S. C. No.		1680 60
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters Post of Duty		Norfolk, Virginia
Appropriation		Thimble Shoal Lt. Sta., Md.
Allotment		Civilian Employees, C.G.
	FIELD ☐ DEPRTMTL. ☐	FIELD ☐ DEPRTMTL. ☐

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 9-17-1892

LEGAL RESIDENCE: Va.

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE?

SUBJECT TO RETIREMENT ACT?

DATE OF OATH

Remarks:

The action herein represents an administrative increase in salary effective as indicated above.

Justification:

Effective
1 October, 1942
D. L. R.

Entered 10/22/43 HS

DATE APPROVED BY THE SECRETARY

SUBORDINATE ADMINISTRATIVE OFFICE

2110 Personnel 75

N.C.G. No. 2599
U. S. Coast Guard
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

Peters,	Raymond	G.	--	Keeper (Asst.)
(Surname)	(First name)	(Middle initial)	(Service No.)	(Rank or rating)

5th Naval District - U. S. Coast Guard - Norfolk, Virginia -	30 April, 1942.
(Unit) (Place)	(Date)

Administrative promotion effective 1 April, 1942:

	FROM	TO
Position:	Keeper (Asst.)	Keeper (Asst.)
Range:	$1560-1920	$1560-1920
Salary:	$1560 per annum	$1620 per annum
Station:	Sharkfin Shoal Lt. Sta., Md.	Sharkfin Shoal Lt. Sta., Md.

AUTHORITY: Headquarters' letter 1 April, 1942 (CP-75).

G. J. SULLIVAN,
(Commanding)

By direction.
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	STATISTICS	CORRESPONDENCE	RECORDS

U. S. GOVERNMENT PRINTING OFFICE

Lmf 11

Personal

District Coast Guard Officer,
Fifth Naval District,
CP-75,
1 April, 1942.

Name	Range	Present Salary	Increase	Location
Metivier, Herman F.	$1380-1740	$1380	$60	Point Lookout
Jennette, Unaka B.	1680-2040	1800	60	Roanoke Marshes
Quidley, Dallas E.	1500-1860	1500	60	Roanoke Marshes
Carman, Lewis R.	1800-2160	1800	60	Sandy Point
Rawls, Wilson D.	1620-1980	1620	60	Sandy Point
Peters, Raymond C.	1560-1920	1560	60	Sharkfin Shoals
Wallace, Thomas L.	1680-2040	1680	60	Sharps Island
Farrow, Clyde M.	1500-1860	1500	60	Solomons Lump
Thomas, Barney	1680-2040	1740	60	Tangier Sound
King, Earl B.	1500-1860	1560	60	Tangier Sound
Cattee, Gatha F.	1440-1800	1440	60	Tangier Sound
Clark, William J.	1500-1860	1500	60	Thimble Shoal
Wilkinson, George G.	1440-1800	1440	60	Thimble Shoal
Harris, Earl C.	1500-1860	1620	60	Thomas Pt. Shoal
Mills, Flavel J.	1440-1800	1440	60	Tuc Marshes
Salter, Fannie M.	1260-1620	1440	60	Turkey Point
Harper, Edgar J.	1560-1920	1560	60	Turkey Point
Barnes, Thomas H.	1380-1740	1500	60	Upper Cedar Point
Tillett, Stephen B.	1680-2040	1680	60	Wade Point
Midgett, Dosson D.	1440-1800	1440	60	Wade Point
Preston, Benjamin D.	1560-1920	1740	60	Windmill Point
Lewis, Nelson H.	1680-2040	1680	60	Wolf Trap
Goodwin, Elmer M.	1500-1860	1500	60	Wolf Trap

N. R. STILES,
By direction.

CP-75

UNITED STATES COAST GUARD

WASHINGTON

1 April, 1942.

From: Commandant.
To: District Coast Guard Officer, Fifth Naval District.

Subject: Administrative promotions for certain lighthouse keepers.

1. The Secretary of the Navy, under date of 1 April, 1942, has approved within-grade administrative promotions of the lighthouse keepers listed below under your jurisdiction, effective 1 April, 1942. These promotions are not made under the provisions of Public Law No. 200, approved 1 August, 1941.

2. It will not be necessary to give these employees an official notification of this promotion, but this data should be typed on their Form 2806.

3. In the event that any of the employees named herein have received salary increases subsequent to 1 April, 1942, they are not entitled to and should not receive this promotion. They are, however, entitled to receive this additional compensation from 1 April, 1942 up to and including the day before they received a promotion.

Name	Range	Present Salary	Increase	Location
White, Hiram T.	$1560-1920	$1560	$60	Bloody Pt. Bar
Newton, James A.	1380-1740	1380	60	Cape Lookout
Somers, James T.	1620-1980	1620	60	Choptank River
Sturgis, Zadock W.	1200-1560	1200	60	Cove Point
Newcomb, James M.	1380-1740	1500	60	Cove Point
Edwards, John R.	1620-1980	1680	60	Deep Water Shoal
Cropper, Thomas J.	1440-1800	1560	60	Deep Water Shoal
McDorman, Walter F.	1620-1980	1680	60	Great Shoals
Parks, John W.	1500-1860	1500	60	Great Wicomico
Austin, Julian H.	1620-1980	1680	60	Holland I. Bar
Dickerson, Kendrick H.	1500-1860	1500	60	Hooper Island
Kelly, William J.	1680-2040	1680	60	Hooper Straits
Messick, Harold M.	1500-1860	1500	60	Hooper Straits
Dawson, Samuel C.	1560-1920	1560	60	Love Point
Matthews, Henry L.	1680-2040	1680	60	Lower Cedar
Barnes, Franklin S.	1500-1860	1560	60	Lower Cedar
Hanberry, Henry R.	1620-1980	1620	60	Maryland Point
Oliver, Joseph T.	1440-1800	1440	60	Mathias Point
Rollinson, George S.	1620-1980	1740	60	Old Plantation Flat
Johnson, George G.	1260-1620	1380	60	Old Point Comfort
Lewis, Frank R.	1560-1920	1740	60	Pages Rock
Midgett, John E.	1680-2040	1680	60	Pamlico Point
Fulcher, Robert W.	1560-1920	1680	60	Point Lookout

2110

DEPARTMENT OF COMMERCE

DIVISION OF PERSONNEL
WASHINGTON



February 4, 1937.

Mr. Raymond C. Peters,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective upon entrance on duty (Change of station).

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

By direction of the Secretary.

Respectfully,

EOD 3/14/37 L.F.

[redacted] J. GARDNER

Chief, Division of Personnel.

5
K

From: $1580

To: $1560

Service and grade:

Appropriation (unit): Field

EOD 3/14

FEB 18 10 01 AM '37
LIGHTHOUSES

F:R

DEPARTMENT OF COMMERCE
Lighthouse Service

Superintendent of Lighthouses
Baltimore, Maryland,
April 25, 1933

SUPT. OF LIGHTHOUSES
MAY 27 1933
BALTIMORE, MD.

R.C. Peters, Asst Kpr.
Craighill Chan. Rg. Fr.
Thru the Keeper.

Subject: Record of service.

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

L. M. Hopkins,
Superintendent of Lighthouses

Superintendent of Lighthouses, Baltimore, Md.

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

Date started	Position	Sta. or Vessel	Date left	Length Service Yrs.	Mos.	Reason for leavin
March 1st. 1926.	Fireman	Lightship No. 91	DEC. 7th, 1931	5	7	Transfered to Light hous
DEC. 11th. 1931	[illegible]	CRAIGHILL CHAN.		1	5.	
		[illegible] Lts. FR. Rg. md.				



LEAVE THIS SPACE BLANK

NOTICE OF INJURY

(To be submitted to the official superior for transmission with the report of injury, C. A. 2, to the United States Employees' Compensation Commission by every employee injured in the performance of his duty, or some one on his behalf, within forty-eight hours after the injury. This notice shall be given by delivering it personally to the official superior or by depositing it in the mail properly stamped and addressed to the official superior. It should be retained by the official superior unless the injury is one for which C. A. 2 must be submitted, when it should be forwarded with that report to the Compensation Commission.)

Craighill Channel Front Light station (City or town.) (State.)

(Street and number.)

Aug. 5. th (Date of this notice.), 1932

I HEREBY CERTIFY that I was injured in the performance of my duties on aug. 4 (Date.), 1932.

Thursday. at. 2.10 P. m. (Day of week.) (Hour, a. m. or p. m.)

1. The injury occurred at Craighill Channel Front Light Statio (Give name of establishment where employed.)

in the following manner: Lowering away motor Boat.

2. Cause of injury Caught Finger in cog.

3. Nature of injury Ring Finger Lost Portion.

4. Was this injury caused by your—

(a) Willful misconduct? no. caused in Line of Duty

(b) Intention to bring about the injury or death of yourself or of another? no.

(c) Intoxication? no.

5. Names of witnesses to injury:

H. C. Enson Keeper

R. C. Peters. Asst Keeper

Standard Form No. 17
Approved by the President, March 26, 1920

REPORT ON PROBATIONARY APPOINTEE

This report to be made at expiration of fifth month of service. In cases where the probationary period comprises one year, this report is to be made at the expiration of the tenth month of service.

If service has been unsatisfactory, recommendation for discontinuance under the provisions of paragraph (c) of section 1 of Civil Service Rule VII should be forwarded immediately to the Department. A full statement of reasons should be set forth under "Remarks."

DEPARTMENT OF COMMERCE
(Department)

BUREAU OF LIGHTHOUSES (Bureau or office) 542 Custom House, Baltimore, Md. (Place and date)

To Commissioner of Lighthouses.
(Head of department or establishment)

The probationary period of the person named below expires at the close of business on Dec. June 10, 1932.

The conduct and capacity of this employee have —— been satisfactory during the probationary period, and (he) (~~she~~) is —— considered qualified for absolute appointment.

Name Raymond C. Peters

Position Asst. Keeper

Salary $1560. p.a.

Appropriation Sal. L.H. Keepers

Station Craighill Channel Front Range Lt., Md.

Date of entrance on duty December 11, 1931.

Remarks:

H. C. Enson
(Signature of immediate superior)
Keeper

Submitted:
L. M. Hopkins
(Head of bureau or office)
Superintendent of Light[illegible]uses.

GOVERNMENT PRINTING OFFICE 10—1732

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

2110

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes of the United States

COMMERCE
(Department or Establishment)

LIGHTHOUSES
(Bureau or Office)

I, RAYMOND CLAYTON PETERS
(Name in full, printed or typed), do 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.

Raymond Clayton Peters
(Signature of Appointee)

Subscribed and sworn to before me this 11th day of December, A. D. 1931

at 542 Custom House, Baltimore, (City or place), Maryland (State)

[SEAL]

H. L. Reed

Chief Clerk, 5th L.H. District

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

Position to which appointed Asst. Keeper - Craighill Channel Range Light, Md.

Date of entrance on duty December 11, 1931.

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

U.S. BUREAU OF LIGHTHOUSES DEC 5 1931 BALTIMORE, MD

December 3, 1931.

RECEIVED 1931 DEC 4 AM 9 00

Mr. Raymond C. Peters,

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 Thirteen Hundred and Eighty dollars per annum

effective upon entrance on duty.

Nature of appointment: Probationary.

Civil Service authority: Manager, Fourth Civil Service District.

Classification allocation:

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

Supt.
Asst. Supt.
Chief Clk.
Asso. Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Junior Engr.
Draftsman
Accounts
Stenographer
Personnel
Dept Kpr.
Prop. Clk.
Stenog.
Messenger
File

5
E

12/11/31

Appropriation (unit) Field.

Vice: Christian Anderson.

Legal Residence: Virginia.

11-8067

2110

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 Light Houses service

1. Name in full Raymond Clayton Peters.

2. Legal (voting) residence Va. 2nd accomack Chincoteag
(State and Congressional District) (County) (City or town)

3. Where born? Va. accomack C.H. When born? Sept. 17. 1897
(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
Light House Service	Fireman	67.50 to 72.50 P.M.	3-1-		1925	12-	10	31

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 ——— Discharged ———

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 Carry First asst. Engrs. License. have Experience with gasoline motor boats

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

Lillian M. Peters. (Name) wife. (Relationship)

Chincoteague Va. (Post office address)

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

R. C. Peters.
(Name as usually written and which will be used as official signature)

Dec. 11 1931 (Date)

Present address Chincoteague Va.

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