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

APR 04 2025 PM02:28
12/20/2024

REQUESTER INFORMATION

Name (Please Print – Last, First, Middle)	Researcher ID Card Number
Flynn, Kylie	10136055
E-Mail Address:	**Phone Number:** 217-440-1332

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

Name used in Service (Please Print – Last, First, Middle)	Service Number/SSN	Date & Place of Birth
Phelps, Guthrie		1899 Lockwoods Folly, NC

MILITARY SERVICE

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

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

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

Date & Place of Death: 1969, Florida

State of Residence (upon entry into service):

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

Researcher Signature: Kylie

CIVILIAN SERVICE

(Agency & Location)	From:	To:
Lighthouse Service		
Hillsboro Inlet Lighthouse, FL	10/29/1920	7/4/1923
St Augustine Lighthouse, FL	1923	

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

This Space Intentionally Left Blank

STAFF USE ONLY

Appointment Time and Date:

Additional Researchers: ☐ Yes ☐ No

CMRS Service Request Number: [redacted]

Attendant Signature:

CMRS Search Request Number(s): Civilian

Remarks: Archival search 4/14

'25 APR 21 PM 3:19:38

SCREENING NOTES

☑ Reviewed and Nothing Removed CMW for

☐ Items Removed and User Informed

Hold Requested: ☐ Yes ☐ No

Total Requests:

Screened Items:

☐ Additional charge outs and signatures on reverse side

Time Out:

Final Return:

LIGHTHOUSE SERVICE/LIFESAVING SERVICE—RECORDS CHECKED

CMRS CASE #: _____.

Employee Name: PHELPS, GUTHRIE . **DOB:** 1899 N.C

SOUNDEX: DOD: 1969 FL

Records checked:

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

AND

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

If Negative:

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

If Negative:

CMRS: _____	Area: _____	positive	negative
ARCIS: _____	Area: _____	positive	negative

Notes: _____

Guthrie Phelps

Mr. Guthrie Phelps,

LEGAL RESIDENCE.
North Carolina.

STATUS

DESIGNATION	SALARY	BUREAU OR OFFICE	DATE OF EFFECT OF ACTION AUTHORIZED
Keeper Prob. St Augustine	600	Light House	Dec. 20, 19[illegible]
" Trans Hillsboro Inlet Fla	720	"	Oct 29, 1920.
" Trans St Augustine Fla	660	"	July 5. 1923
RESIGNED CLOSE OF		Nov. 15, 1923.	

11—1248

Form 73 EMK

NOMINATION

CHIEF CLERK 5

LIGHT NOV 14 1918 HOUSES

DEPARTMENT OF COMMERCE

1918 NOV 15 AM

LIGHTHOUSE SERVICE

Superintendent of Lighthouses

OFFICE OF ~~LIGHTHOUSE INSPECTOR~~, 6th DISTRICT.

NOV 14 1918 8 45 AM

Charleston, S.C., (City.) November 6 (Date.), 1918.

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Probationary appointment.

Name, **Guthrie Phelps.**

Legal residence, **North Carolina.**

Position, **Keeper**

Salary, ~~$456.00~~ 600. per annum, base.

Location, **St. Augustine Light Station, Fla.**

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

Effective **November 16, 1918,** [1] ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position,

Former salary,

Location,

APPOINTMENTS

Rank on eligible list, 3d Rating, Asst. Kpr. Percentage, **72.0**, Other eligibles considered:

Only eligible on the list who could be considered for this position.

1918 NOV 15 AM 10 28

Previous incumbent, Alfonso Martinez (temp) Services terminated, **Close of October 31,1918.**

Reason, **Resigned.**

Members of family in Government Service, None.

Remarks: **Quarters are provided by the Government.**

William M.Gross, first on the register, wishes consideration only for Georgetown Lt.Sta., or Winyah Bay Lights, S.C.
Daniel C.Boyd, second on the register, wishes consideration only for Cape Fear Lt.Sta., N.C.

Selection regular, subject to the action of the U. S. Civil Service Commission, NOV 8 [illegible], 191

For and in the absence of the Superintendent of Lighthouses,

11/5/18 atc

Geo E Adams
Secretary, Fifth Civil Service District.

J. H. Gregg
First Assistant Superintendent.

no Refers GL

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

NOV 14 1918

APPOINTMENT DIVISION NECESSARY ACTION TAKEN NOV 15 1918 DEPARTMENT OF COMMERCE

1918 NOV 14 PM 3 34

Acting Commissioner

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

11—2314

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

November 15, 1918.

Mr. Guthrie Phelps,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office and to a probationary period of not to exceed six months as provided by paragraph (c) of section 1 of civil-service rule VII, Keeper in the Lighthouse Service at a salary of Six Hundred dollars per annum, effective on the date on which you enter upon duty in the above-mentioned position.

By selection from certificate of eligibles (No.) issued by the Local Civil Service Board for the Sixth Lighthouse District.

By direction of the Secretary:

Respectfully,

(Signed) Clifford Hastings.

Chief of Appointment Division.

R
Ho

CARDED

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Alfonso Martinez,

Legal Residence: North Carolina.

(See reverse side.)

APPOINTMENT DIVISION ENTERED NOV 16 1918

11—8080

Form 111 EMK

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

APPOINTMENTS JAN 3 1919

LIGHT DEC 26 1918 HOUSES

DEC 26 1918 9 09 AM

5

I, Guthrie Phelps,

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

CHIEF CLERK

1918 DEC 27 AM 11 45

X Guthrie Phelps
(Appointee signs here)

[2] Sworn to ..... (See below) and subscribed before me, this 24th day of December, A. D. 191 8

(Affix official seal here)

[4] (Name) E. R. Joyce

(Official title) Notary Public, State of Florida

My commission expires March 11, 1920

CARDED

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Keeper	$600.00 p.a.	St.Augustine Light Station, Fla.
Former [5] -----	----	----

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

EMK

Office of ~~Lighthouse Inspector,~~ Superintendent of Lighthouses, 6th District

Charleston, S.C., (Address) December 23, 1918. (Date)

The above-named appointee entered upon duty on December 20, 1918. (Date)

N. R. Beck
Superintendent of Lighthouses.

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

11—944

APPOINTMENTS DEC 27 1918

DEPARTMENT OF COMMERCE

5

LIGHT HOUSES DEC 26 1918

PERSONAL QUESTION SHEET

DEC 26 1918 9 09 AM

CHIEF CLERK

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

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

1918 DEC 27 AM 11 45

Mr Guthrie Phelps

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

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

Lighthouse (Bureau or Service.) S.I. Augustine Lt (Place (city, town, station, or vessel).) 8th Fla. (District.)

4. Position to which appointed Keeper (Assistance)

5. Compensation $600.00 per annum

6. Appropriation from which paid Salaries, Support of Lighthouses &c.

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

CANCELED

By C.S. Examination for Asst Keeper October 1 1918

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

Not voting Age (City or town.) (State or Territory.) (County.) (Congressional district.)

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

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

11. Where were you born? Supply North Carolina

12. When were you born? October (Month.) 18 (Day.) 1899 (Year.)

13. If foreign born, state when and where naturalization papers were taken out

14. What is your marital condition? Single

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

G. R. Phelps (Name.) (Number and street.)

Supply (City or town.) N.C. (State or Territory.)

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

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

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

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

right eye weak

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

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

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

No

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

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

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

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

22. Are you the widow or orphan of an honorably discharged soldier or sailor? — (If answer is "Yes," give the information called for by the blanks below.)

Relationship (widow or orphan)

Name under which soldier or sailor rendered service

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

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

Shipyard Worker

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

Public Schools

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

Boatman

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

Has Asst Lighthouse keeper Oct 1. 1918, 6th District

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

Yes

Date, Dec 21, 1918

Witness (in case signature is by mark):

(Signature) Guthrie Dickey

P. O. Address: St Augustine
City or town.
PO Box 464
Number and street.
Fla
State or Territory.

X

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

EMK

Reviewed, approved, and forwarded December 23, 1918.

(Signature) H. E. Beck
Superintendent of Lighthouses, 6th Dist.

(Official title)

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE
Superintendent of Lighthouses,
OFFICE OF ~~LIGHTHOUSE INSPECTOR~~, 6th DISTRICT.

LIGHTHOUSES

1920 OCT 8 AM 8 43

Charleston, S.C., October 6, 1920.
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and promotion.

Name, Guthrie Phelps.

Position, Keeper

APPOINTMENTS

Location, Hillsboro Inlet Light Station, Fla.

1920 OCT 9 AM 10 47

Effective October 16, 1920,

Legal residence, North Carolina.

CHIEF CLERK

Salary, 720.00 base per annum.

Appropriation, Salaries of Keepers of Lighthouses.

1920 OCT 9 AM 9 32

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

Former position, Keeper

Former salary, $600.00 base per annum.

Location, St.Augustine Light Station, Fla.

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

Previous incumbent, Jesse E.Powell. Dismissed Services terminated, *See below.

Reason, *Recommended for dismissal effective close September 16,1920. Suspended without pay,&c.,pending action on his case by the Department.

Members of family in Government Service, None.

Remarks: Quarters are provided by the Government.

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

APPOINTMENT DIVISION
NECESSARY ACTION TAKEN
OCT 9 - 1920
DEPARTMENT OF COMMERCE.

Secretary, Civil Service District.

H. C. Beck
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

OCT 8 1920

Submitted to the Secretary of Commerce, approved.

1920 OCT 8 PM 2 53

Conway
Acting Commissioner of Lighthouses.

10-9-20

1 Strike out the clause which does not apply.

11—2314

NOTICE OF CHANGE IN SALARY
KEEPERS--LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

October 9, 1920.

Mr. Guthrie Phelps,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $600 per annum to $720 per annum, effective October 16, 1920 or as soon thereafter as you enter on duty.

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:

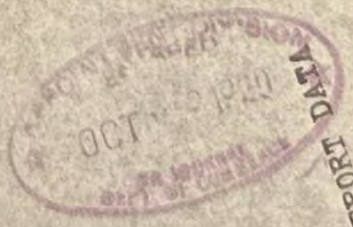
Respectfully,

(SIGNED) CLIFFORD HASTINGS

CARDED

Chief of Appointment Division.

S
C
6th district



ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHARLESTON, S. C.

EMK

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Engineer
Insp. 10th
Supt.
Accounts
Contracts
Chf. Clk.
Dep. Comr
Comr.

LIGHTHOUSES
OFFICE OF SUPERINTENDENT, 6TH DISTRICT
CHARLESTON, S. C.
1920 NOV 3 AM 8 11

November 1, 1920.

CHIEF CLERK

5

Commissioner of Lighthouses.

1920 NOV 4 AM 9 13

Subject: Guthrie Phelps, date of entrance on duty.
Reference: Notice of Change in Salary dated October 9, 1920.

The above named employe entered upon duty Octoner 29, 1920, as First Assistant Keeper of Hillsboro Inlet Light Station, Florida, at a salary of $720 base per annum, having been transferred and promoted from the position of Second Assistant Keeper at St. Augustine Light Station, Florida, at a salary of $600 base per annum.

APPOINTMENTS

H. L. Beck

Superintendent of Lighthouses.

1920 NOV 4 AM 10 29

Bureau of Lighthouses, Washington
NOV 3 1920

Submitted to Secretary of Commerce for his information.

1920 NOV 3 PM 2 41

Acting Commissioner

CARDED

RECEIVED
NOV 5 1920
DEPT. OF COMMERCE
U. S.

LDR

JEH-EK

JAN 9 - 1922

Sir:

Referring to report of assistance rendered by you on December 13, 1921, to the motor boat HOPE with three occupants aboard, which was swamped on a bar in the vicinity of Hillsboro Inlet Light Station, the Department is pleased to commend you for the services rendered, which will be noted on the records as part of your official history.

Respectfully,

HERBERT HOOVER.

Secretary of Commerce.

G. Phelps, First Assistant Keeper,
Hillsboro Inlet Light Station, Fla.
(Through Commissioner of Lighthouses).

LIGHTHOUSE SERVICE

HERBERT HOOVER.

Exact copy as signed by

Mailed JAN 11 1922 by

Form 73 LIGHTHOUSES

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

EAW
1923 JUN 22 AM 8 48

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 6th DISTRICT,

Charleston, S. C., June 20, 1923
(City.) (Date.)

DEPARTMENT OF COMMERCE JUN 22 1923 APPOINTMENT DIVISION

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer.

Name, Guthrie Phelps, Legal residence, North Carolina.

Position, Keeper (1st Assistant) Salary, $660.00 base, per annum.

Location, St.Augustine Light Station, Fla. Appropriation, Salaries, Keepers of Lighthouses.

Effective July 1, 1923 { ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Keeper (1st Assistant) Former salary, $720.00 base, per an.

Location, Hillsboro Inlet Light Station, Fla.

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

Previous incumbent, Clarence Malloy, Services will terminated, June 30, 1923.

Reason, To be transferred to Hunting Island Light Station, S. C.

Members of family in Government Service, None.

Remarks: Mr. Phelps will be transferred at his own request. Quarters are provided by the Government. Bonus allowed for F.Y. 1924 upon certificate of ability and qualifications made by the Bureau or division head upon recommendation of the office under which nominee serves.

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

6-23-23

Secretary, Civil Service District.

H.L.Beck, Supt. of Lighthouses.

9.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

JUN 22 1923

APPOINTMENT DIVISION NECESSARY ACTION TAKEN JUN 25 1923 DEPARTMENT OF COMMERCE

J. S. CONWAY
Acting Commissioner of Lighthouses.

RX

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

11—2314

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1923.

Mr. Guthrie Phelps,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 720 per annum to $ 660 per annum, effective July 1, 1923, or as soon thereafter you he enter on duty).

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, JUN 25

EDW. J. GARDNER.

Acting Chief of Appointment Division.

11—8674

APPOINTMENT DIVISION ENTERED JUN 25 1923 ON JOURNAL DEPARTMENT OF COMMERCE

CARDED

A
C
6th

U. S. REPORT DATA ENTERED

Cross reference.

August 6, 1923, The Bureau of Lighthouses advises the Department that the change in salary of Guthrie Phelps became effective on July 5, 1923.

See file John D. Ruscoe.

LIGHTHOUSES
1923 OCT 18 PM 12 17

Form 93 EAW

NOTICE OF RESIGNATION ~~OR DEATH~~

CHIEF C...

5

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE
1923 OCT 19 AM 11 26

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Sixth DISTRICT.

DEPARTMENT OF COMMERCE
OCT 19 1923
APPOINTMENT DIVISION.

Charleston, S. C., October 17, 1923

COMMISSIONER OF LIGHTHOUSES:

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

Name, Guthrie Phelps, Position, Keeper (1st Assistant)

Legal residence, North Carolina Station, St.Augustine Light Station, Fla.

Salary, $660.00 per annum, base.

The acceptance of this resignation is recommended effective at the close of November 15, 1923.

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

Remarks:

OCT 20 1923

10-19-23

H. L. Beck,
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON
OCT 18 1923

Inclosure

Submitted to the Secretary of Commerce, approved.

11—4623

J. S. CONWAY
Acting Commissioner of Lighthouses.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. LIGHTHOUSES CHARLESTON, S. C. OCT 17 23
1923 OCT 18 PM 12 17

SIXTH DISTRICT

St Augustine Light Station, Fla.

(Depot, Vessel, or Station)

October, 16, 1923, 19

Superintendent of Lighthouses

Charleston, S.C.

Through Keeper,

Sir:-

I herewith tender you my resignation as First Assistant Keeper at this station, same to take effect at the close of November 15, 1923.

Very respectfully submitted,

Guthrie Phelps.

1st. Asst. Keeper.

Forwarded and recommended above resignation be accepted,

Very respectfully,

Peter Rasmusson

Keeper.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

October 19, 1923.

Mr. Guthrie Phelps,
Through the Commissioner of Lighthouses.

Sir:

The Department is in receipt of your resignation from the position designated below, and has accepted the same, upon recommendation of the bureau, to take effect at the close of business on November 15, 1923.

Bureau..... Lighthouse Service.

Station..... St. Augustine Light Station, Fla.

Position..... Keeper.

Salary..... $660 per annum.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

C
G
6th

CARUL J. T. N. REPORT DATE ENTERED

PERSONNEL CLASSIFICATION BOARD FORM NO. 1
(To be filled out in accordance with detailed instruction sheet, Form No. 2)

Sheet No. 29
2—12758

DO NOT WRITE IN THIS SPACE			
	a		
	b		
	c		
	d		

1. Phelps (Surname) Guthrie (Given name) (Initial)
2. Department Commerce
3. Bureau Lighthouses
4. Field Service Lighthouse Service
5. (a) Field Station Office of Superintendent, 6th District
   (b) Subdivision Hillsboro Inlet Light Station
   (c) City or town Deerfield State Fla.
6. Pay-roll title Keeper
7. Customary office title 1st Asst. Keeper

8. (a) Number of regular working hours of the position, per day 8; per week 56
   (b) If this is not a full-time position, state percentage of time employed per day -; or per week -
   (c) If night work, wholly or in part, state the hours: From ____ m. to ____ m. Stands night watches in light tower, equally divided between keeper & 2 assistants. 1/3 regular working hours per annum so employed.
9. If this is not an all-year-round position, state approximate number of days employed each year ____
   During what months -
10. If the employee receives compensation from any other branch of the Federal Government, or from any city, county, or State government, state the position held and the compensation -
11. Present rate of pay, exclusive of bonus $ 720 per annum; bonus, $ 240 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ 720 per annum; bonus, $ 240 per annum.
13. If the employee receives overtime pay, state the rate -
14. Title of appropriation or fund from which basic compensation is paid Salaries, Keepers of Lighthouses
15. Indicate by an "X" in the proper box any of the following allowances received, in addition to salary or wages: ☒ Quarters; ☐ 3 meals per day; ☐ 2 meals per day; ☐ 1 meal per day; ☒ Subsistence or rations in kind; ☐ Uniform; ☐ Laundry; ☒ Fuel; ☒ Light; ☐ Heat. If cash allowances are made for any of these items, state which items and the amounts per annum
    Commutation of subsistence paid at rate of 45¢ per day - $164.25 per annum
16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:
    Kind of equipment Uniforms-approximate annual maintenance cost; annual cost, $ 5.00
17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
    (a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☒ 8
    (b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3
    (d) College: Name ____; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (e) Post graduate work: Kind ____; years ☐ 1 ☐ 2 ☐ 3
    (f) Correspondence courses: Kind ____; number of lessons ____; number completed ____

18. Description of work. (Describe the various tasks performed, making the description of each as detailed as space will permit. Use a paragraph for each task and number the paragraphs. In the column at the right state the estimated percentage of the total time—in the course of a day, month, or year—given to each task.)

	Percentage of total time given to each task
This station is situated on the seacoast about 7 mi. from nearest postoffice and settlement where provisions can be obtained, accessible only by small boat. The light is shown from a tower 136 ft. high and one of the 3 keepers is on watche in the tower from sunset to sunrise. In addition to the tower there are 3 dwellings & outbuildings on the reservation. In absence of keeper, 1st asst. keeper is responsible for proper execution of all duties of station & care of Government property thereon. Value of station is approximately $125,000. Tasks performed as follows:	
1. Stand night watches in tower, clean & care for delicate & expensive illuminating apparatus for major coast light. 1st asst. keeper performs equal share of work with keeper and 2nd asst. keeper.....	40%
2. Performs work in connection with proper upkeep of structures, equipment, grounds etc. as follows: painting tower, dwellings & outbuildings, minor repairs to same....	50%
3. Trips from station to secure mail, provisions & supplies & upkeep of floating equipment.....	10%
4. Light keepers are at times called on by the public to render assistance to persons in distress & assist in saving lives & property from perils of sea when it is practicable to do so.	
Subject to transfer to navy dept. or war dept. by executive order when national emergency exists. (Act of Aug. 29, 1916- 39 Stats., 602)	

19. Does employee work under immediate supervision, or to a large extent upon his own responsibility? (Describe fully.)

Under immediate supervision of keeper of station except when keeper is on leave of absence then he performs the duties at the station under his own responsibility.

20. Do the duties involve direction or supervision of the work of other employees? Yes
If so, describe the nature of the direction or supervision and give the number and classes of employees directed or supervised.

In the absence of the keeper, 1st asst. keeper is in charge and supervises the work of the 2nd asst.

21. How long have the employee's duties been substantially as described above? Since Dec. 20, 1918- 4 yrs. 5 mos.

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

June 5, 1923.
(Date)

H L Beam
(Signature of Preparing Officer)

Superintendent of Lighthouses
(Title)

23. I have read the foregoing and I agree to it except as follows:

Impracticable to secure the employee's signature on account of his inaccessibility.

(Signature of Employee)

THE FOLLOWING TO BE FILLED OUT BY THE HEAD OF THE FIELD OFFICE OR STATION

24. Indicate by an "X" in the proper spaces below the qualifications and personal traits considered important for the satisfactory performance of the duties of this position:

	High Degree	Average	Not Essential
Judgment		X	
Accuracy		X	
Initiative (originality and resourcefulness)	X		
Trustworthiness (dependability)	X		
Speed (quickness)		X	
Physical Qualities (strength and endurance)		X	

Educational Training		
	Essential	Desirable But Not Essential
College		
High School		X
Common School	X	

Technical Education: If essential, kind and extent

Experience: If essential, kind and extent Skilled boatman, qualified painter. Ability to perform minor carpenter work. Thorough familiarity with mechanism of lighting apparatus equipment of his station.

25. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete. In my judgment the compensation of this position should be in a range from $ 1140 to $ 1500

June 5, 1923.
(Date)

H L Beam
(Signature of head of field office or station)

Superintendent of Lighthouses
(Title)

GOVERNMENT PRINTING OFFICE 2—12758

January 4,1921.

1st Asst.Kpr.Guthrie Phelps,Hillsboro Inlet Light Sta.,Fla.
Reported by a party of visitors to the station for alleged discourtesy Jan.4,1921.

Investigated by P.Farrow,Chief Clerk, correspondence herein.

May 19. 1923

Charges of misconduct.
Letter of F.L. Alexander, dated May 19, 1923.

Relation to this
report not being forwarded
through the proper
channel it appears that
the keeper is on
the leave of absence
at his

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. LIGHTHOUSES
CHARLESTON, S. C.
MAY 26 23
1st. Asst. Supt.
Chief Clerk
Asst. Supt.
Voucher
Personnel
SIXTH DISTRICT
338
Property
Hillsboro Inlet Light Station, Fla.
(Depot, Vessel or Station)

May 24th, 1923

Superintendent of Lighthouses
Charleston, S.C.

Dear Sir;

In October I went to Mr. Alexander to get a boat to use. His boat was then out of commission and needed a good deal of repairing. He told me, if I would fix the boat up, buy repairs etc. that I might have the use of it untill the 1st of April, unless he got the chance to sell it, and in that case he was to pay me for my trouble and expense.

I took two or three parties out fishing, and carried a few parties across the inlet.

On the 22nd of January he came to me, and started a quarrel and struck me with With a cast net and then the fist fight followed.

On Feb. 4th he tied the

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SIXTH DISTRICT
336
Hillsboro Inlet Light Station, Fla
(Depot, Vessel, or Station)

....., 191

boat up and forbid me Maning it. I then went to an attorney as to learn what steps to take, for I did not Wish to have further trouble With him.

The attorney advised me to take a replevy against the boat Which I did.

Since that time I have had nothing What ever to do With him or his business and I have not him carrying a pistal.

I dont consider that I have been interfering With his business.

Respectfully yours
G. Phelps 1st Asst, Keeper.

HLB:LP

May 21, 1923

Mr. Guthrie Phelps, 1st Asst. Keeper,
Hillsboro Inlet Light Station,
Deerfield, Fla.

(Through the Keeper)

Subject: Charges of misconduct.

Enclosure: Copy of letter of May 19, from F.L. Alexander.

1. The enclosure is forwarded for your information with instructions to reply by letter to the charges made therein without any unnecessary delay.

2. You will make a definite statement with regard to each of the following specific charges:

(a) That you have been interfering in Mr. Alexander's business.

(b) That you had a fist fight with him about 2 months ago.

(c) That you have been carrying a pistol.

(d) That you have involved him in a law suit.

H.L. BECK,
Superintendent of Lighthouses.

:LP

May 21, 1923

Mr. F.L. Alexander,
Box 75,
Pompano, Fla.

Sir:-

Your letter of May 19, 1923 making compliaint against Mr. Guthrie Phelps, 1st Assistant Keeper of Hillsboro Inlet Light Station and requesting an investigation has been received. This matter will be thoroughly investigated at the earliest practicable date and proper action taken.

Respectfully,

H.L. BECK,
Superintendent of Lighthouses.

SUPT
LIGHTHOUSES
CHARLESTON, S. C.
MAY 21 23
1st. Asst. Supt.
Chief Clerk
Asst. Supt.
Voucher
Personnel
Property
Proposals
Depot
File

Pompano Fla
May 19, 1923.

Light House Department,

Dear Sir

One of yours first assistant Guthrie Phelps at the Hillsburgh light house is interfearing in my business I would like for you to have an investagation he is getting worse every day. I had a little fist fight with him about two months ago and he has been carring a pistol I let him use one of my boats for fishing and the twenty two hauling parties against me I taken the boat away from him and then he put me in a

LIGHTHOUSE
CHARLESTON, S. C.
MAY 21 23
1st. Asst. Supt.
Chief Clerk
Asst. Supt.
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wasint and the lawsuit
is pending now the party
that owns this piece of
propity told phelps if he
couldnt be agreeable to stay
of I understand that he
has gone after a boat now
if he ads it is a going
to cause more trouble if
because I dont wont him
interfering in my busines
I have fa fairly good
reputation have been here
five years have in any
trouble with the light house
people inlll now. I wish
you would have an investagion
as soon as possible

Yours Truly

pompano Fla
Box 75

H. L. alexander.

-JFS

Phelps

January 19, 1921.

Mr. Thomas Knight,
Keeper, Hillsboro Inlet Light Station,
Deerfield, Fla.

1. The incident which occurred at your station early this month in connection with visitors going in bathing while at the station makes it very evident that visiting strangers should not be permitted to use the station as a bathing resort. Such a practice is likely to lead to other disagreeable incidents or at the least to the annoyance of some of the authorized residents of the station.

2. Accordingly it is directed that visitors to the station, if they should desire to go in bathing be informed that bathing on the Lighthouse Reservation is not permitted and it is further directed that they be not allowed to use any dwelling or other building on the reservation for a dressing place.

3. This order does not apply to the keepers, their families or personal friends when strange visitors are not present.

H. L. Beck,

Superintendent of Lighthouses.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

JAN 19 1921

January 19, 1921.

Mr. Guthrie Phelps,
1st Asst. Keeper, Hillsboro Inlet Light Station.
(Through the Keeper.)

Subject: Alleged discourteous treatment of visitors by 1st Asst. Keeper.
Reference: Your report of January 11, 1921.

1. The investigation made at the station by the Chief Clerk of this office, at my direction, substantiates in essential particulars your report of Jan. 11th, as well as the report of Mr. Thomas Knight, Keeper.

2. The persons who went into your dwelling for the purpose of donning their bathing suits had no right to do so. But they were visitors to the station. Some of them were from the interior of the country and were probably ignorant of conditions at a light station. They claim to have been and probably were informed by another member of the party that your house was empty and could be used as a dressing room.

3. When you learned that your house had been used as stated it is considered that you used poor judgment in taking the action you admit having taken. It would have been much better and the disagreeable incident which has occurred would probably have been avoided had you treated the visitors with the courtesy enjoined by the regulations. In this connection your attention is called to paragraph 50 of "Instructions to Employees of the United States Lighthouse Service, 1915", a copy of which should be in your possession. Read the paragraph in question. Instead of locking your house so that the bathers could not obtain their clothes you should have gone to some one of them and politely explained that the house was your place of residence; that they had been misinformed when told that it could be used as a bather's dressing room; that you preferred for them not to go into it with their wet clothes and sand on their feet and that it was your wish that they have their clothes removed to one of the storehouses.

4. In future let your relations to the public be such that no one will have just cause to complain of your conduct.

H. L. Beck,
Superintendent of Lighthouses.

Copy to Keeper, Hillsboro Inlet Light Station, for his information and files.

H. L. Beck,
Superintendent of Lighthouses.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. LIGHTHOUSES
CHARLESTON, S. C.
JAN 19 1921
1st. Asst. Supt.
Chief Clerk
Asst. Supt.
Vouchers
Personnel
Property
Proposals
Depot
File

OFFICE OF SUPERINTENDENT, 6TH DISTRICT
CHARLESTON, S. C.

January 19, 1921

Superintendent of Lighthouses,
Charleston, S. C.

1. In compliance with instructions contained in your letter of January 11, 1921, I proceeded to Hillsboro Inlet Light Station on the tender Cypress and upon arrival there on January 14th called on the principal keeper of the station for a statement relative to the alleged discourtesy of 1st Assistant Keeper Phelps to a party of visitors at the light station on January 4, 1921.

2. Mr. Knight stated that he did not hear the conversation between Assistant Keeper Phelps and certain of the visitors as he was up in the tower at the time. Upon arrival of the visiting party of about thirty or forty people some of the party desired to go up in the tower and Mr. Knight stated that he took them up. When he came down and learned of the incident Assistant Keeper Phelps was unlocking the door for one of the men to take the clothes of the ladies out of Mr. Phelps' dwelling. Mr. Knight stated that he offered his storehouse for the ladies to use for changing their clothes.

3. Assistant Keeper Phelps stated as follows: That he was at work on a fishing boat when Mr. Knight's little daughter came where he was working and informed him that some people were in his house changing their clothes to go in bathing. He went to his house and found that some women had left their clothes in one of his rooms. He had left the front and back doors open and the door of one of the rooms was shut but not locked; this was the room used. He locked up his house and returned to his work on the boat. On leaving his house a lady who had not gone in bathing asked if he was the man who had charge of the house and told him some ladies had left their clothes in there. He told her he could not help that, that he had not given permission to any one to go in his house. Phelps said soon after he returned to work on the boat a man came to him and asked if he was the man who had the keys to the house where the ladies had changed their clothes. He told him he was. The man told him the ladies wanted to get their clothes and Phelps stated that he had to finish the work on the boat and that he had not given permission to any one to go in his house. He stated that it was not over ten or twenty minutes before he proceeded to his house and upon getting there he asked who had given them permission to use his house. One of the ladies said that a man had told them that they could go to the house and change their clothes and that they did not expect to run across a "rough neck" such as he was. Phelps said he told them that he had not given permission to use his house as he had cleaned the floors and was not going to have it used as a bath house and have the floors wet with bathing suits and sand. He said he told them he did not think that ladies would go in a man's house without permission. Phelps said he told them he would allow one of the men or the captain of the boat to go in and get the clothes and that they could change their clothes in his storehouse. This proposition was accepted and the clothes were taken out except that the assistant keeper's storehouse was not used. The principal keeper had come up about this time and had offered his storehouse and the ladies dressed there. I asked Mr. Phelps for his reason for locking the house after he knew the clothes were in there, and he stated that it was to prevent the ladies from returning with wet clothes and wetting the floors and leaving sand there. He stated that he was not abusive and he was not prompted by a spirit to assert his authority. He claimed the ladies called him a "rough neck".

4. The 2d Assistant Keeper, Mr. Isler, said he did not hear the conversation between the 1st assistant keeper and the ladies. That all he knew about the matter was that he had heard Mr. Knight's little daughter tell Phelps that there were some people in his house. He did not know how long the ladies were kept waiting. From the time that the man came to Mr. Phelps where he was working on the boat for the keys, he said he thought was between a half hour and one hour.

5. D. Fulcher, seaman, and J. Grottian, seaman, employed on Water Lily, stated that they knew nothing about the matter. The reason that I questioned these men about the incident was that Mr. Phelps had said that they were working not far from his house and he thought possibly they might know something about the matter.

J. Farrow
Chief Clerk.

Phelps

HLB-JFS

January 14, 1921.

Mr. Thomas Knight,
Keeper of Hillsboro Inlet Light Station,
Deerfield, Fla.

1. In your report of January 11th you state that you left your work of tearing down an old fence to conduct a party of visitors up into the tower. It is evident that the admission of visitors while repair work is in progress is interfering with the work of the service. Your attention is invited to Paragraph 132 of Instructions to Employees, Lighthouse Service, 1815, where it is stated that visitors may be admitted in limited numbers to lighthouse reservations and lighthouses at prescribed hours which will not interfere with the work of the service.

2. You are hereby directed to refuse admission to visitors to your station during working hours while repairs and improvements are in progress. You will please paint a sign and put it up on the wharf or in the vicinity of the boathouse which sign shall read as follows:

"Repair work in progress. Visitors not admitted.
By order of Superintendent of Lighthouses."

H. L. Beck,

Superintendent of Lighthouses.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

Hillsboro Inlet Light

SIXTH DISTRICT

Jan. 10, 1921.

Mr. P. Farrow, Chief Clerk,
Lighthouse Service,
Charleston, S. C.

1. Reports have been received from five persons by letter relative to alleged rude and discourteous treatment of a number of women visitors at Hillsboro Inlet Light Station by the first assistant keeper of that station on January 4, 1921. The principal keeper and Guthrie Phelps, 1st Assistant Keeper, have both been called on for written explanations but the incident is of such a nature that it is believed that the facts can best be determined by a personal investigation.

2. Accordingly you will please proceed to Hillsboro Inlet Light Station, Florida, on the tender Cypress leaving Charleston on January 12, 1921. The crew of the Cypress will land material and supplies at the light station. It is believed that your investigation can be conducted and completed while this work is in progress. The Cypress may be detained however for a short period not exceeding an hour or two if weather conditions are suitable. With respect to this matter be guided by the judgment of Captain Johnson. It is desired that in any case you return on the Cypress.

3. Conduct the hearing with a reasonable degree of formality. Have the principal keeper give you a complete statement of the facts so far as he knows them. When his statement has been completed call on the first assistant keeper for his statement. Then call on the second assistant keeper for his statement if he has any knowledge of the facts. It is considered best not to involve any member of the family of any of the keepers in the matter unless such person's testimony should be ascertained to be of particular value. After the statements specified have been completed bring out further facts if practicable by questioning those concerned. You will doubtless find it impracticable to keep notes while the hearing is in progress but the gist of each one's statement should be recorded by you promptly after your return to the Cypress. Upon your return to this office submit a written report to me.

H.L.Beck,

Superintendent of Lighthouses.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSES
CHARLESTON, S.C.
JAN 14 1921
1st. Asst. Supt.
Chief Clerk
Asst. Supt.
Vouchee
Personal
Property
Proposals
Depot
File

336

Hillsboro Inlet Light Station, Fla.

SIXTH DISTRICT

336

(Depot, Vessel, or Station)

January 11th, 1921

Superintendent of Lighthouses, 6th L. H. District,
Charleston, S.C.

Dear Sir:-

In ampliance with your instructions in letter of January 8th I herein give as complete a statement of incident referred to as my knowledge of it will permit;

On Wednesday, January 5th, I was tearing down old fence when a party of ladies and gentlemen asked me if they could go up in tower. I took them up. While up there I saw some people in bathing. When I came down, dinner was ready, after dinner I continued my work, which was on East side of my dwelling.

I knew nothing of any trouble until my wife came to me and stated that a lady had come to her asking that I look into this matter. I immediately went over to the 1st Assts. dwelling. When I got to his back steps I heard him say to Capt. Freeman, "You can

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SIXTH DISTRICT

Hillsboro Inlet Light Station, Fla.

(Depot, Vessel, or Station)

January 11, 1921

up in and get the clothes." Supposing that matters had been adjusted I went back to my rms. I gave the ladies permission to dress in the East room of my store-house.

One of the ladies complained to me of the 1st Asst's rudeness. I went to him and obtained from him a statement such as is given in the enclosed letter from him.

I regret that this occurred on this Station, but I feel that both parties are responsible for the trouble, as my rules & Visitors are conspicuously posted.

Respectfully—

Thos. Knight

Keeper.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. LIGHTHOUSES CHARLESTON, S. C. JAN 14 1921 1st. Asst. Supt. Chief Clerk Asst. Supt. Voucher Personnel Property Records Depot File

SIXTH DISTRICT

Hillsboro Inlet Light Station, Fla.

(Depot, Vessel, or Station)

Jan 11th, 1921

Superintendent of Lighthouses.
Charleston S.C.

Dear Sir;

In reply to yours of the 8th. as to the charges made and sent to you against me, at Hillsboro inlet Light Sta.

I am making to you a statement as to what taken place here on that Day. Jan. 5th. While I were engaged in work darking and painting the lighthouse boat no. 30. I did not know these parties were on the reservation untill I saw them ant by the oil house having lunch at noon time. a short while after that. Mr. Knights daughter came to where I were at work and told me, that they were some people in my house undressing. then I came to the house and found the doors all closed and these parties clothes in my house. then I taken the keys and locked the doors, and returned

back to my work, when these ladies came back to get their clothes and found the doors locked, one of the ladies that were out in bathing asked me, where were the man that had the keys to this house. I told her that I had them in my pocket, she said that they were same ladies that wanted to get their clothes out of this house. I told her I did not give them any authority to put their clothes in my house. Then a man came to where I were at work and asked me, did I have the keys I told him I did. he said these ladies wanted to get their clothes out of my house. I told him I ~~could not~~ it. that I did not give them any permission to put them in my house and that they would have to wait until I got through. then about 10 ten minutes after that I came up to the house and asked these ladies who give them any

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SIXTH DISTRICT

Hillsboro Inlet Light Station, Fla.

(Depot, Vessel, or Station)

Jan 11, 1921.

authority to put their clothes in my house they said some one said for them to go in the vacant house. some of them said that Capt. Freeman said they could go in. and I asked him in the presence of them and he said he did not. then I told them that they could not go in my house all wet and sandy like that. they offered to pay me for it and clean it up. but I told them I wanted no anything like that. then one of these ladies said to let Capt. Freeman get them. I told them all right. then Capt. Freeman and one more gentleman came on and got them out. then I told them they could go in any store house and put their clothes on but they would not and went in my Knights store house. As to abusing them of not being ladies I did not. but they abused me, of not being a gentleman. and was very rude in their language. so much until I told them that they would have to

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SIXTH DISTRICT

336

(Depot, Vessel, or Station)

Jan 11, 1921

get out of my house when they were in on the porch. when they were using such language.

While they were in bathing, Mr Knight had some parties up in the tower, and one of these ladies said that she thought the man that were up in the tower told them they could go in my house. I asked Mr Knight, and he said that he did not give them any permission to go in.

also I had all of my doors closed but the back and front doors leads through the house.

I am very sorry this happened as it did, for I have never had such charges against me, before as I have always try to treat people with the best of courtesy while on station or any where else.

Yours respectifully.

Guthrie Phelps.

1st asst Keeper.

Through Keeper

Thos. Knight -

January 10, 1921.

Mrs. F. Walker,
Fort Lauderdale, Fla.

Dear Madam:-

I have to acknowledge receipt of your letter without date received in this office today reporting the discourtesy of G. Phelps, Assistant Keeper at Hillsboro Inlet Light Station, Florida. I have to state that an investigation of this matter is being made and such disciplinary action as, may be required by the circumstances will be taken.

Respectfully,

H.L.Beck,

Superintendent of Lighthouses.

Superintendent Light

Charlest

LIGHT
CHARL
JUAN CO
1st. Asst. Supt.
Chief Clerk
Asst. Supt.
Voucher
Personnel
Property
Proposals
Depot
File

Dear Sir =

I have a grievance which I wish to present to you, & I hope that you will give it your personal attention. With a party of tourists, I took a trip to the Hillsboro Light house, and as we were intending to take a swim in the ocean we asked for a place to change & were told by a tourist to

use an empty cottage"
We came upon one which
contained no furniture but
a cot + dry goods box in
one room. We stepped into
the empty side of the house
dumped our Bathing suits
left for the Beach. Upon
our return we found our
clothes locked up, the
man who claimed the cottage
as his home, refused for the
period of one hour or more
to give them up. We ad-
mitted our mistake, spoke
apologies, money to pay
for any damage we might

have done to no avail. Now we admit that we made a mistake and apologized, but we feel that this man had no right to lock up our clothes. After making numerous insulting remarks he surrendered our clothes, after we were thoroughly chilled. His name was given to us as G. Phelps.

Thanking you for any consideration given this matter I remain

Mrs. F. Walker,
Mackinaw, Ill

[illegible]dale, Fla.

Mr. Thomas Kn[illegible]
Keeper Hillsb[illegible]
[illegible]rfield, F[illegible]

Fort Lauderdale, Fla.,
Jan. 6th, 1921.

JFS

Supt. of 7th Light House District.
Charleston, S. C.

Dear Sir:-

Jan. 8, 1921.

Mr. Thomas Knight,
Keeper Hillsboro Inlet Light Station,
Deerfield, Fla.

There are inclosed herewith copies of letters just received from Capt. John W. Freeman, Miss Marietta S. Price and Mr. J. R. Carlisle in regard to an incident alleged to have occurred at Hillsboro Inlet Light Station. These copies may be retained for your information and files. You will please direct Mr. Guthrie Phelps, 1st Assistant Keeper at your station, to submit to this office without delay a complete written statement in regard to this whole matter. This statement should be forwarded through you. You will also please write a transmitting letter in which you state the facts so far as are known to you or as you may be able to ascertain them after a thorough investigation.

H.L.Beck,

Superintendent of Lighthouses.

Fort Lauderdale, Fla.,
Jan. 5th, 1921.

Supt. of 7th Light House District,
Charleston, S. C.

Dear Sir:-

I wish to write you a few lines in regards to a very unpleasant incident that occured at Hillsboro Lighthouse yesterday. Some ladies visiting the light house desired to go in bathing so they were told by some one that they could go in one of the vacant houses to change their clothes and by mistake they got into the house assigned to 1st asst. keeper G. Phelps which was open and after they had went in bathing he locked their clothes up and when they came out of the watter he refused to let them have their clothes or go in the house and abused them for not being ladies and everything else he could think of. They offered to pay him for their clothes and clean up the house for him but still he refused, until I interceded and beged him to let them have their clothes, finally he agreed to allow me to go in the house and get their clothes which I did, and cleaned up the house for him and Mr. Knight the Keeper furnished the ladies a place to dress. I have known Mr. Knight for a long time and consider him a fine gentleman and I regret very much that this incident has hapened which I am sure was caused by mistake on the ladies part, and I truly hope will never occur again.

I wish to remain,

Very respy
(Sgd)
Capt. John W. Freeman
Gas Steamer Kathleen
Fort Lauderdale, Fla.

(COPY)

Fort Lauderdale, Fla.,
5 January, 1921.

Sup't. of Light Houses,
Charleston, S. C.

Dear Sir:

I wish to call to your attention the extreme rudeness & discourtesy of an employee at the Hillsboro Light House near Pompano Florida.

A party of three ladies & three children were told we could use the empty houses by the Light House to change into bathing suits. Thru a misunderstanding of directions we went into the house, empty except for a cot & a few minor pieces of furniture, which it seems is being used by the Asst Light Keeper. This person's name being G. Phelps.

We went into an absolutely empty room & when coming out of the water found this room locked.

This G. Phelps upon being found refused to let us get our clothes, kept the boat load of people from Lauderdale waiting for an hour, refused to listen to our apologies for the intrusion which was interely unintentional, & was very coarse & rude in his language.

It seemed impossible that any man could act so preposterously upon so little provocation.

We were strangers to this point & that we were in the building being used for such purposes but to keep a party undressed before the gaze of a crowd of people while he withheld from them their clothes, showed a disposition which I have never seen equalled.

If there had been anything in this house or if the door had been locked we would have known we were trespassing but it seems as if any gentleman would have known our going into this house was a misunderstanding or would have at leasy listened to an explanation before exhibiting such shameful rudeness & illbreeding.

Respectfully,

(Sgd) Marietta S. Price.

(COPY)

Ft. Lauderdale, Fla.
Jan. 6, 1921.

Supt. of Lighthouses, 6th Lighthouse District,
Charleston, S. C.

A party of tourist from Illinois took a trip on an excursion boat to Hillsboro Lighthouse to enjoy a little picnic and after lunch several of the ladies wished to go in bathing and were directed to go to a vacant building or room and change their clothing and by mistake got in to the wrong building or room but the room was vacant and the door open so they supposed they were in the one directed to and left their clothing there and on returning found the door locked, and could not get their clothing, by making inquiry found the house was owned or controwled by 1 asst L.H. Keeper Mr. G. Phelps. The ladies approached him and asked for the key that they might get their clothes and he gave them to understand they would get them when he got ready to let them in, as he had not given them authority to go in, then the ladies realized they had made a mistake and told him they were very sorry and pled with him for their clothes but he walked off and left them standing with their wet clothing on. In short time I came up from the beach and they me called over and told me their trouble and asked me to look Mr. Phelps up and see if I could get the key, so I did. He told me they would get their clothes when he got ready to let them have them. I told him they had made the mistake unintensioly and that I would pay him for any damage they had done if any if he would just let them have their clothes but I could not reason with him or get any assurance when he would let them have their clothes. I told him they had to go back on the boat and it was about to start back he said that made no difference to him and the ladies had to stand there for about an hour or hour and a half with their wet clothing on before he opened the door, then he would not let them go in. I went in and go their clothes and they carried them to boat and dressed he also accused them of being illbred and no raising or they would not went in with out his permission.

Those ladies are all American citizens and a type above reproach. My wife was one of the party and is 56 years old. I think it was an outrage and dont think this government should permit such treatment by any employe as this G.Phelps committed against those ladies. Please excuse this paper and pencil as I had no other.

Truly yours

(Sgd) J. R. Carlisle
Ft. Lauderdale, Fla.

Jan. 8, 1921.

Miss Marietta S. Price,
Ft. Lauderdale, Fla.

Dear Madam:-

I beg to acknowledge the receipt of your letter of Jan. 5, 1921, bringing to my attention the extreme rudeness and discourtesy of an employee at Hillsboro Inlet Light Station, Florida. It is regretted very much that this incident should have occurred. Mr. Thomas Knight, principal keeper of the station, has been called on for a further report in regard to the matter. The Lighthouse Service requires its employees to treat strangers with courtesy and respect. Such disciplinary action as may be required by the circumstances will be taken with reppect to the employee reported to have offended.

Respectfully,

H.L.Beck,

Superintendent of Lighthouses.

Fort Jan
5 J

Supt 7 Light Houses
Charleston, S.C.

Dear Sir: I wish to call to your attention the extreme rudeness & discourtesy of an employee of the Hillsboro Light House near Pompano Florida.

A party of three ladies & three children were told we could use the empty houses by the Light House to change into bathing suits. There a misunderstanding & directions

JAN
1st. Asst.
Chief Clerk
Asst. Supt.
Voucher
Personnel
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the agent & a crowd & people while he with keep from them their clothes, showed a disposition which I have never seen equalled.

If there had been anything in this house or if the door had been locked we would have known we were trespassing but it seems as if any gentleman would have known on going into this house was a misunderstanding or would have at least listened to an explanation before exhibiting such shameful rudeness & ill breeding.

Respectfully
Marietta A. Price

we went into the house, except for a cot & a few min. furniture, which it seems is being used by the asst light keeper. This person's name being G. Phelps.

We went into an absolutely empty room & when coming out of the water found this room locked.

This G. Phelps upon being found refused to let us get our clothes, kept the boat load of people from Fundendale waiting for an hour, refused to listen to an apologies for the intrusion which was intirely unintentional, & was very coarse & rude in his language.

It seemed impossible that any man could act so preposterously upon so little provocation.

We were strangers to this point & that we were in the building being used for such purposes but to keep a party undressed before

Captain John W.
Gas Steamer Kl
Landerdale

JFS

January 8, 1921.

Captain John W. Freeman,
Gas Steamer KATHLEEN,
Ft. Lauderdale, Fla.

Sir:-

Receipt is acknowledged of your letter of Jan. 5, 1921, making a report in regard to an unpleasant incident that occurred at Hillsboro Inlet Light Station on Jan. 4, 1921. This matter will be carefully investigated and proper action in regard thereto will be taken by the Lighthouse Service.

Respectfully,

H.L.Beck,

Superintendent of Lighthouses.

Fort Lauderdale Fla
Jan 5th 1921

SUPT
LIGHTHOUSES
CHARLESTON, S. C
JAN 8 1921
1st. Asst. Supt.
Chief Clerk
Asst. Supt.
Vouchee
Personnel
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File

To Supt of 7th Light House District
Charleston S. C

Dear Sir:-

I wish to write you a few lines in regards to a very unpleasant incident that accured at Hillsboro Light house yesterday Some ladies visiting the light house, desired to go in bathing. and they were told by some one that they could go in one of the vacant houses to change their clothes. and by mistake they got into the house assigned to 1st asst Keeper G. Phelps. which was open. and after they had went in bathing he locked their clothes up. and when they came out of the water. he refused to let them have their clothes or go in the house. and abused them for not being ladies and everything else he could think of. they offered to pay him for their clothes and cleaned the house for him but still he refused. until I interceded and begged him to let them have their clothes finally he agreed to allow me to go in the house and get their clothes which I did. and cleaned up the house for him and Mr Knight the Keeper furnished the ladies a place to dress I have known Mr Knight for a

time and consider him a fine
man and I regret very much
that this incident has hapened which
I am sure was caused by mistake
on the ladies part. and I truly hope
will never occur again.

I wish to remain Very Respy

Capt John W. Freeman
Gas Steamer Kathleen
Fort Lauderdale Fla

-JFS

Jan. 8, 1921.

Mr. J. R. Carlisle,
Ft. Lauderdale, Fla.

Sir:-

Receipt is acknowledged of your letter of Jan. 6, 1921, in regard to an incident at Hillsboro Inlet Light Station. It is very much regretted that an employee of the Lighthouse Service should have offended visitors at the station. The principal keeper and First Assistant Keeper Phelps both have been called on for an explanation. Proper action in regard to the matter will be taken by the Lighthouse Service.

Respectfully,

H.L.Beck,
Superintendent of Lighthouses.

SUPT.
LIGHTHOUSES
CHARLESTON, S. C.
JAN 8 1921
1st. Asst. Supt.
Chief Clerk
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F. T. Saurdale Flg

Jan 7 21

Supt of Light Houses 7th
Light House District.

Charleston S. C.

A Party of Tourist from
Illinois took a trip on an
Excursion Boat to Hillsboro Light
house to enjoy a little Picnic
and after Lunch. Several of
the Ladies Wished to go in
bathing and were directed
to go to a Vacant building
or Room and Chang their
Clothing and by mistake got
in to the Wrong building or
Room but the Room was
Vacant and the door Open
So they Supposed they were
in the one directed to.
and left their Clothing there.

and on returning found the door locked. and could not get their Clothing. by making inquiry found the house was owned or controuled by 1 asst L. H. Keyser Mr G. Phelps. the Ladies approached him and asked for the key that they might get their Clothes and he gave them to understand they would get them when he got ready to let them in. as he had not given them authority to go in. then the Ladies realized they had made a mistake and told him they were very Sorry and pled with him for their Clothes. but he walked off and left them Standing with their wet Clothing on.

in short time I came up
from the beach and they me
Over and told me their trouble
and asked me to look mr
Phelps up and See if I
could get the Key. So I did.
he told me they Would get
their Clothes when he got
ready to let them have them.
I told him they had made
the mistake unintensioly and
that I would Pay him for
any damage they had done
if any. if he would Just
let them have their Clothes
but I Could not reason
With him or get any assurance
When he would let them have
their Clothes. I told him they
had to go back on the boat
and it was a bout to start

back he said that made no difference to him. and the Ladies had to Stand there for about an hour or hour and a half with their wet Clothing on before he opened the door. then he would not let them go in. I went in and got their Clothes and they carried them to boat and dressed he also accused them of being Drunk and no rioting or they would not went in with out his Permishion.

those Ladies are all american Citizens and a type above re proach. my Wife was one of the Party and is 56 years old. I think it was an outrage and dont think think this goverment Should Permit

Such treatment by any
Employe as this G. Phillips
Committed against those Ladies.
Please excuse this Paper and
Pencil as I had no other

Truly yours
J. R. Carlisle
Ft Lauderdale Fla.

RAW

December 26, 1929.

Mr. Guthrie Phelps,
112 Mill Street,
St.Louis, Michigan.

1. Referring to your letter of Nov. 29, 1929 relative medical examination taken by you before a U.S. medical officer in Detroit, Michigan, and your request for "another form for examination".

You are advised that your case was referred to the District Secretary, 5th Civil Service District, Atlanta, Ga., and the following is quoted from his letter of December 19, 1929:

> "You are advised that another physical examination of Guthrie Phelps at this time does not appear necessary. * * * * * * * You should advise Mr. Phelps that his name appears on the register for consideration in connection with future vacancies, and that another physical examination will be given him at the time of appointment, in case he is selected."

2. You are therefore advised that your name is first on the register, and you will receive consideration should another vacancy occur in position of assistant light keeper at any time before the period of your eligibility expires. The period of your eligibility will expire at the close of March 3, 1930.

Very truly yours,

H. L. Beck,
Superintendent of Lighthouses.

IN YOUR REPLY REFER TO
FILE FN:LP
AND DATE OF THIS LETTER

DISTRICT

UNITED STATES CIVIL SERVICE COMMISSION

FIFTH UNITED STATES CIVIL SERVICE DISTRICT

COMPRISING ALABAMA, FLORIDA, GEORGIA, MISSISSIPPI,
SOUTH CAROLINA, AND TENNESSEE

OFFICE OF THE SECRETARY, ATLANTA, GA.

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L. H. Eng.
Chief Clerk
Supt.
LIGHTHOUSES,
CHARLESTON, S.C.
DEC 21 1929

December 19, 1929.

Secretary,
Board of U.S.Civil Service Examiners,
Lighthouse Service,
Charleston, S. C.

Dear Sir:

Nomination for the probational appointment of I. Donald Goodwin has been forwarded approved this date.

Replying to inquiry in the last paragraph of your letter of December 17th, you are advised that another physical examination of Guthrie Phelps at this time does not appear necessary. If his eligibility had been cancelled or suspended because of his physical condition, a medical certificate executed by a private doctor of medicine or by a government physician would have been required before his name could be restored to the register. You should advise Mr. Phelps that his name appears on the register for consideration in connection with future vacancies, and that another physical examination will be given him at the time of appointment, in case he is selected.

Very truly yours,

L. A. MOYER,
District Secretary.

PF:IDK

December 17, 1929

District Secretary
Fifth Civil Service District
Atlanta, Georgia

SUBJECT: Guthrie Phelps' physical examination.

REFERENCE: Letter from this office of November 25, 1929.
Your letter of December 9, 1929.

Sir:

With reference to your request in letter of December 9, 1929 for explanation as to what duties are performed by a light keeper "which make necessary more stringent requirements as to vision" it is stated that it was not considered that more stringent requirements were being enforced in Phelps' case.

Mr. Guthrie Phelps was selected for nomination subject to his passing physical examination before a U.S. Medical Officer. The U. S. Medical Officer who made the examination made the recommendation that Phelps be disqualified with the following statement: "This man is to see an eye specialist, and ask for re-examination if vision can be corrected." As it was necessary to fill the vacancy as soon as practicable another eligible I. Donald Goodwin was nominated November 30th, 1929. Mr. Phelps has forwarded to this office the result of an examination made by an eye specialist and claims that he has had glasses fitted and requests another medical examination.

Information is requested whether he should be furnished another blank form requesting a U. S. Medical Officer to make a reexamination at this time. The position for which he was first examined has already been filled and Mr. Phelps' eligibility has not been suspended in accordance with the second paragraph of your letter of December 9th, 1929. The question bothering this office is whether Phelps should be given a physical examination at this time or whether the matter should be alloed to wait until he is selected for appointment after another consideration, if such should be the case. It is thought that

PF:IDK Page 2.

December 17, 1929

even if he should be examined at this time when no appointment is being made it would be necessary to have him examined again if he happened to be selected for consideration several months from now.

Respectfully,

P. FARROW, SECRETARY
Local Civil Service Board of Examiners.

IN YOUR REPLY REFER TO
FILE FN:LP
AND DATE OF THIS LETTER

UNITED STATES CIVIL SERVICE COMMISSION

FIFTH UNITED STATES CIVIL SERVICE DISTRICT

COMPRISING ALABAMA, FLORIDA, GEORGIA, MISSISSIPPI, SOUTH CAROLINA, AND TENNESSEE

OFFICE OF THE SECRETARY, ATLANTA, GA.

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Chief Clerk
Asst. Supt.
SUPT. LIGHTHOUSES, CHARLESTON, S.C.
DEC 10 1929

December 9, 1929.

Secretary,
Board of U.S.Civil Service Examiners,
U. S. Lighthouse Service,
Charleston, S. C.

Dear Sir:

Receipt is acknowledged of your letter of November 25, 1929, transmitting medical certificate for Guthrie Phelps, eligible on the register for assistant lightkeeper, who was found physically disqualified for the position. It appears that Mr. Phelps' vision is 20/20 in his left eye and 20/200 in his right eye. Most positions in the government service have a minimum requirement for vision of 20/20 or 20/50 in one eye. Please explain what duties are performed by lightkeepers which make necessary more stringent requirements as to vision.

While this office may not consider that Mr. Phelps' eligibility should be suspended pending the correction of his vision by glasses, the superintendent of course has the privilege of selecting any one of the three highest eligibles on the register.

I am returning herewith nomination for Mr. I. Donald Goodwin. Mr. Goodwin's eligibility expired November 19, 1929. If you made an effort to contact Mr. Goodwin prior to November 19, 1929, his probational appointment as of December 10, 1929, can be approved.

Very truly yours,

L. A. MOYER,
District Secretary.

Enc.

112 Mill St.,
St. Louis, Michigan.
Nov. 29, 1929.

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L. H. Eng.
Chief Clerk
Asst. Supt.
SUPT. LIGHTHOUSES, CHARLESTON, S.C.
DEC 3 1929

Superintendent Of Lighthouses,
Charleston, S. C.

Dear Sir:-

Please find enclosed Medical Examination of Nov. 25, 1929.

RAYBURN B. SMITH, M. D.
PRACTICE LIMITED TO DISEASES OF THE EYE, EAR, NOSE AND THROAT
POLLASKY BLOCK, ALMA, MICH.

Address
For
Registry No. 4609

R 11-29-29,

This is to certify that Guthrie Phelps has examined by me on the above date for unqualified vision with the following results

R.E. 20/100 — 1.50 Sph — 1.50 Cyl ax 180 = 20/35
L.E. 20/25 — .50 Sph = 20/20.
No pathology — R B Smith M. D.

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L. H. Eng.
Chief Clerk
Asst. Supt.
SUPT. LIGHTHOUSES, CHARLESTON, S.C.
DEC 3 1929

Eyes tested and fitted for glasses, and he
that it would be all-right. He advised
me to obtain another Medical Examination
form, and come back to him for Examination.

I went to an Eye Specialist and he
tested and fitted my Eyes with glasses. I
am sending you my Certificate from Dr.
R. B. Smith of Alma Michigan, and request
another form for Examination.

Respectfully,
Guthrie Phelps

112 Mill St.,
St. Louis, Michigan.
Nov. 29, 1929.

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L. H. Eng.
Chief Clerk
Asst. Supt.
SUPT. LIGHTHOUSES
CHARLESTON, S. C.
DEC 4 1929

Superintendent Of Lighthouses.
Charleston, S. C.

Dear Sir:-

Referring to your letter of Nov. 25, 1929. Advising me that my medical Examination forwarded to your office by Dr. Gordon T. Brown U. S. P. H Service, Detroit Mich., on Nov. 21, 1929 that I was found Physically disqualified for fulfilling the duties of the position as 2nd Asst. Keeper at Hunting Island L. H. S. C.

Dr. Gordon T. Brown informed me that I was Physically fit, Except the Vision of my right Eye., he also advised me to have my Eyes tested and fitted for glasses, and he that it would be all-right. He advised me to obtain another medical Examination form, and come back to him for Examination.

I went to an Eye Spicialist and he tested and fitted my Eyes with glasses. I am sending you my certificate from Dr. R. B. Smith of Alma Michigan, and request another form for Examination.

Respectfully,
Gottlieb Kuelpen

RAW

November 25, 1929.

The District Secretary,
Fifth Civil Service District,
Atlanta, Ga.

Sir:

1. Mr. Guthrie Phelps, first on the Eligible Register for Assistant Light Keepers, maintained in this office, was selected for nomination for position of 2nd Assistant Keeper, Hunting Island L.H., S.C., subject to his passing a physical examination before a U.S. medical officer.

2. Mr. Phelps took the physical examination before Dr. Gordon T. Brown, Acting Asst. Surgeon, U.S.P.H.S., Detroit, Mich., on Nov. 21, 1929, and was found to be physically disqualified for fulfilling the duties of the position for which he was being considered.

3. Mr. Phelps' name has been removed from the Eligible Register for the reason that he failed to pass a satisfactory physical examination before a U. S. Medical officer. In the event that he consults an eye specialist and finds that his vision can be corrected, and should pass another physical examination before a U.S. medical officer, consideration could then be given to restoring his name to the register.

4. It is requested that this office be advised whether action of the Local Board, as outlined in paragraph 3, is approved.

5. Form 206, Record of Physical Examination of Mr. Guthrie Phelps, is enclosed herewith.

Respectfully,

P. Farrow, Secty.,
Local U.S. Board of Examiners.

Copy of Form 206 in File 39B.

112 Mill St.
St. Louis, Michigan
Nov. 18, 1929.

EAW

November 25, 1929.

Superintendant Of Lighthouses
South Carolina

Mr. Guthrie Phelps,
No. 112 Mill Street,
St.Louis, Mich.

Dear Sir:

1. Referring to the medical examination taken by you before Dr. Gordon T. Brown, A.A. Surgeon, U.S.P.H. Service, Detroit, Mich., on Nov. 21, 1929, in connection with your nomination for position of 2nd Assistant Keeper, Hunting Island L.H., S.C.:

You are advised that the report of your medical examination forwarded by Dr. Gordon T. Brown to this office shows that you were found to be physically disqualified for fulfilling the duties of the position. Therefore you can not be nominated for the position.

Respectfully,

H. L. Beck,
Superintendent of Lighthouses.

112 Mill St..
St. Louis, Michigan
Nov. 18, 1929.

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L. H. Eng.
Chief Clerk
Asst. Supt.
SUPT. LIGHTHOUSES, CHARLESTON, S. C.
20 1929

Superintendant Of Lighthouses
Charleston, South Carolina.

Dear Sir:-

I expect to take the medical examination in Detroit, Wednesday or Thursday, Nov. 20 or 21st. 1929.

Respectfully,
Guthrie Phelps

EAW

November 12, 1929.

Mr. Guthrie Phelps,
No. 112 Mill St.,
St.Louis, Mich.

1. Referring to your letter of Nov. 7/29 advising that it will be impossible for you to take a medical examination before a U.S. medical officer in Miami, Florida, as you are now in St.Louis, Michigan, and asking whether you could take the examination in Detroit, Michigan:

You are advised that it will be satisfactory for you to take the medical examination before a U.S. medical officer in Detroit, Mich., and a letter addressed to the Medical Officer in Charge, Medical Relief Headquarters, Marine Hospital, Detroit, Michigan, together with proper blanks attached, is enclosed for you to present to that officer.

2. Advise this office promptly the date you will take the examination.

Encls.

H. L. Beck,
Superintendent of Lighthouses.

112 Mill St.
St Louis, Michigan
Nov 7, 1929.

Superintendent Of Lighthouses
Charleston, South Carolina.

KAW

November 12, 1929.

Medical Officer in Charge,
Medical Relief Headquarters,
Marine Hospital,
Detroit, Michigan.

Sir:-

1. Mr. Guthrie Phelps, the bearer of this letter, is being considered for nomination to position of 2nd Asst. Keeper at Hunting Island L.H., S. C., subject to his being examined by a U.S. medical officer, and being found physically qualified for service as a light keeper.

2. Enclosed herewith are three (3) forms No. 206 - Record of Physical Examination of Light Keeper or Assistant Light Keeper. The use of L.H. Service Form 206 has been authorized by the Civil Service Commission in cases of original entrance in the service, instead of Form 2413.

3. Form 206 is enclosed in triplicate in order that you may forward the original and one copy of completed form to this office. The third copy of the form is for the files of your office. The completed forms are not to be given to the applicant but should be returned to this office in the enclosed franked envelope.

Respectfully,

H. L. Beck,
Superintendent of Lighthouses.

Incls.
Form 206 in trip.
1 Franked envelope.

112 Mill St.,
St. Louis, Michigan
Nov. 7, 1929.

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L. H. Eng.
Chief Clerk
Asst. Supt.

SUPT.
LIGHTHOUSES,
CHARLESTON, S. C
NOV 11 1929

Superintendent Of Lighthouses
Charleston, South Carolina.

Dear Sir:-

In reply to your letter of November 1, 1929, advising me to take a medical examination before a U. S. medical officer at U. S. P. H. S. Relief Station no. 341, at Miami Fla.. It is impossible for me to take the Examination at Miami Fla.. at this time, as I am in Michigan. Please advise me weather or not I could take the Examination at Detroit, Mich. as I have been advised there is a U. S. Medical officer in the Post Office building there. If this is O.K. for me to take the required Examination there, I will do so, as soon as I receive Word from your Office.

Respectfully,
Guthrie Phelps

Address- Guthrie Phelps
St. Louis, Mich..
112 Mill St.,

EAW

November 1, 1929.

Mr. Guthrie Phelps,
852 N.W. First Ave.,
Fort Lauderdale, Fla.

1. Referring to your statement on Letter to Eligibles dated Oct. 15/29, to the effect that you are willing to accept the position of Keeper (2nd Asst.) at Hunting Island L.H., S.C.:

You are advised that you are being considered for nomination to said position, but before you are nominated it is desired that you take a physical examination before a U.S. Medical Officer. If you will present the enclosed letter and examination forms to the Medical Officer in Charge, U.S.P.H.S. Relief Station No. 347. Miami, Fla.,you will be given the necessary medical examination.

2. It is desired that you take the medical examination as soon as practicable. The medical officer will advise this office whether you are qualified for the position, and your nomination for appointment will depend on whether or not you pass the physical examination. For your information it is stated that even if you pass the medical examination satisfactorily it will be necessary for your nomination to be approved by the U.S. Civil Service Commission and the Department of Commerce before you can receive an appointment, and you are not to consider that you have been appointed in the service until you receive definite instructions from this office relative the matter. In the event that you are appointed to position of 2nd Asst. Keeper at Hunting Island L.H., it will be necessary for you to pay your own traveling expenses to that station.

3. Acknowledge receipt of this letter promptly and advise when you will take the physical examination. A franked envelope is enclosed for your reply.

Incls.
Franked env.
Set of papers for U.S.Med.Officer.

H. L. Beck,
Superintendent of Lighthouses.

RAW

November 1, 1929.

Medical Officer in Charge,
U.S.P.H.S. Relief Station No. 347,
Miami, Fla.

Sir:

1. Mr. Guthrie Phelps, the bearer of this letter, is being considered for nomination to position of 2nd Asst. Keeper at Hunting Island L.H., S.C., subject to his being examined by a U.S. medical officer, and being found physically qualified for service as a light keeper.

2. Enclosed herewith are three (3) forms No. 206 - Record of Physical Examination of Light Keeper or Assistant Light Keeper. The use of L.H. Service Form 206 has been authorized by the Civil Service Commission in cases of original entrance in the service, instead of Form 2413.

3. Form 206 is enclosed in triplicate in order that you may forward the original and one copy of completed form to this office. The third copy of the form is for the files of your office. The completed forms are not to be given to the applicant but should be returned to this office in the enclosed franked envelope.

Respectfully,

H. L. Beck,
Superintendent of Lighthouses.

Incls.
Form 206 in trip.
1 Franked envelope.

FILE No. 8

OF PHYSICAL EXAMINATION OF LIGHT KEEPER OR ASSISTANT LIGHT KEEPER

IN CONNECTION WITH MEDICAL RELIEF BY THE PUBLIC HEALTH SERVICE

RAW

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 6th DISTRICT,

PLACE, Charleston, S.C.

DATE, November 1, 19 29.

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

Relief Station No. 347.
City Hall, Miami, Fla.

SIR:

Please examine Mr. Guthrie Phelps

nativity, American; age, 26; height, 5 feet, 7 inches;

weight, 170 pounds; color of hair, ____; color of eyes, ____

distinguishing marks, ____

as to eyesight, hearing, and physical condition.

When the examination has been completed the findings should be recorded on this blank and the blank returned to the applicant.

Respectfully,

H. L. Beck, *Superintendent of Lighthouses.*

(Signature of applicant:) Not necessary in this case.

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

U. S. PUBLIC HEALTH SERVICE

PLACE, ____

DATE, ____, 19

To SUPERINTENDENT OF LIGHTHOUSES.

SIR: This certifies that I have this day examined the eyesight, hearing, and physical condition of ____, and find him physically { disqualified / qualified* } in accordance with rules approved by the Secretary of the Treasury and the Secretary of Commerce, respecting the treatment by the Public Health Service of light keepers and assistant light keepers of the Lighthouse Service pursuant to the Act of Congress approved August 28, 1916.

He is disqualified for the reasons shown on page 3.

____

____ *Surgeon, U. S. Public Health Service.*

---

* If qualified, strike out the word "disqualified" and the paragraph following.

11—5999

Mr.Peter Rasmusson, April 23, 1919

Keeper St.Augustine Light Station.

1. The original form 206 Record of Physical Examination, is forwarded for delivery to Mr. Guthrie Phelps, 2d Assistant Keeper at your station, Mr.Phelps will keep this form for reference in case he should wish to receive medical treatment by the Public Health Service.

2. A copy of the form is enclosed for the station file.

H.L.Beck,

Superintendent of Lighthouses.

were returned to the office)

Dup

FILE NO. 8

OF PHYSICAL EXAMINATION OF LIGHT KEEPER OR ASSISTANT LIGHT KEEPER

IN CONNECTION WITH MEDICAL RELIEF BY THE PUBLIC HEALTH SERVICE

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. LIGHTHOUSES CHARLESTON, S.C. APR 21 1919
Ist. Asst. Supt. Cshf Clerk Asst. Supt. Personnel Property Proposals Depot File

OFFICE OF LIGHTHOUSE INSPECTOR, Superintendent of Lighthouses, 6th DISTRICT,

PLACE, Charleston, S.C.,

DATE, January 6, 1919.

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

Mayport, Fla.

SIR:

Please examine Guthrie Phelps.

nativity, American; age, 19; height, 5 feet 6¾ inches;

weight 154 pounds; color of hair, Brown; color of eyes, Gray

distinguishing marks, Scars right leg.

as to eyesight, hearing, and physical condition.

When the examination has been completed the findings should be recorded on this blank and the blank returned to the applicant.

Respectfully,

H. L. Beck,
Superintendent of Lighthouses
Lighthouse Inspector.

(Signature of applicant:) Guthrie Phelps

(To be signed in the presence of the officer issuing this blank or witnessed by a designated employee of the Lighthouse Service.) Witness:
Peter Rasmusson,
Kpr. St. Augustine Light Station.

U. S. PUBLIC HEALTH SERVICE

PLACE, St. Johns River Quarantine, Mayport Fla.

DATE, April 15, 1919.

TO LIGHTHOUSE INSPECTOR,

SIR: This certifies that I have this day examined the eyesight, hearing, and physical condition of Guthrie Phelps, and find him physically ~~disqualified~~ qualified* in accordance with rules approved by the Secretary of the Treasury and the Secretary of Commerce, respecting the treatment by the Public Health Service of light keepers and assistant light keepers of the Lighthouse Service pursuant to the Act of Congress approved August 28, 1916.

He is disqualified for the reasons shown on page 3.

Neil Acford
A. S.
Surgeon, U. S. Public Health Service.

---

* If qualified, strike out the word "disqualified" and the paragraph following.

11—5999

REPORT OF PHYSICAL EXAMINATION

U. S. PUBLIC HEALTH SERVICE

PLACE, St. Johns River Quarantine,
Mayport, Florida,
DATE, April 15, 1919., 191

Name of applicant, Guthrie Phelps

Eyes: Color, Blue; exophthalmus, nil

chronic inflammation, nil; other anbormality, nil

Eyelids: Ptosis, nil; condition of conjunctiva on eversion, normal

other conditions, normal

Eyesight:

Vision of right eye, without glasses, good; with glasses,

Vision of left eye, without glasses, good; with glasses,

Is applicant partially or wholly color-blind? partially

If color-blind, state which color he confuses

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

Ears:

Abnormalities, normal; shape, normal

Position, normal; condition of drums fair

Evidence of mastoid disease, none

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

Distance conversational speech can be heard: Right ear, 22 feet; left ear, 22 feet.

Distance whispered speech can be heard: Right ear, 10 feet; left ear, 10 feet.

Lungs: normal.

Heart: normal.

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

none.

11—5099

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

Superintendent
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Voucher Clerk
Personnel Clerk
Property Clerk
L. H. Depot
File

L. H. INSPECTOR JAN 10 1919 Charleston, S. C.

SIXTH DISTRICT

St. Augustine Light Station, Fla.

(Depot, Vessel, or Station)

Jan. 8, 1919., 191

Superintendent of Lighthouses, 6th, Dist.

Charleston, S. C.

Sir:-

In reply to your letter of Jan. 6, 1919. relative to Mr. Phelps taking physical examination, Mr. Phelps beg to advise you that he will go to Mayport in the first part of February, when he receives his pay check.

In the maintime I will communicate with the Public Health Officer at Mayport as to the date when it will be convenient to him to examine Mr. Phelps.

Respectfully submitted,

Peter Rasmusson

Keeper.

See letters of April 21 + 22, 1 in personnel file relative to correct spelling of first name. Is "Guthrie".

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

January 6, 1919.

Mr.Guthrie Phelps,2d Asst.Kpr.St.Augustine Lt.Sta.
(Through the Keeper)

1. The following is furnished for your information:

2. Act of Congress of August 28, 1916, authorized medical relief for light keepers, as follows:

> "That hereafter light keepers and assistant light keepers of the Lighthouse Service shall be entitled to medical relief without charge at hospitals and other stations of the Public Health Service under the rules and regulations governing the care of seamen of the merchant marine: Provided, That this benefit shall not apply to any keeper or assistant keeper who received an original appointment after the passage of this Act, unless the applicant passes a physical examination in accordance with the rules approved by the Secretary of Commerce and the Secretary of the Treasury."

3. The examination should be made as soon as possible, with the understanding that if the applicant does not pass the examination he is not entitled to medical relief by the Public Health Service free of charge, and his retention in the Lighthouse Service after failure to pass the physical examination should be made the subject of a report by the Superintendent to the Commissioner with proper recommendation.

4. The nearest Public Health Officer to St.Augustine Light Station is at Mayport,Fla., and it will be necessary for you to go there for the examination. The examination will be free of charge but no part of your expenses for necessary travel,&c., to and from the station will be paid by the Government.

5. Two forms No.206 are enclosed, one of which is to be returned to this office after having been filled out by the medical officer; the other is to be retained by the officer

6. It is preferred that you take the examination as soon as your services can be spared

H.L.Beck,

Superintendent of Lighthouses.

Copy for the Keeper of St.Augustine Light Station. As soon as Mr.Phelps can be spared you will permit him to go to Mayport,Fla., for the purpose of taking the physical examination above referred to. The form for leave of absence (No.76) is to be submitted to this office, but the necessary time required for the trip will not be charged against Phelps' leave. It is desired that the leave be taken as soon as possible but the limit of time will be within the next three or four months. Acknowledge this letter stating when it is thought Phelps will be able to take the examination. Fill out on Form206 color of hair and eyes and distinguishing marks, and also sign as witness to his signature.

H.L.Beck,

Superintendent of Lighthouses.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. LIGHTHOUSES CHARLESTON, S. C. NOV 19 23 1. Asst. Supt. Chief Clerk Asst. Supt. Voucher Personnel Property Disposals Draft Pub

SIXTH DISTRICT

St Augustine Light Station, Fla.

(Depot, Vessel, or Station)

Nov. 16, 1923., 19

Supt. of Lighthouses, 6th, Dist.

Charleston, S. C.

Sir:-

I beg to advise you that Mr. Guthrie Phelps, discontinued his services as First Assistant Keeper, and left this station at 7 A. M. this date.

Very respectfully,

Peter Rasmussen,

Keeper.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. LIGHTHOUSES CHARLESTON, S.C.
NOV 10 23
Asst. Supt.
Chief Clerk
Asst. " "
Vouchers
Personnel
Property
Dispatch
Depot
Files

SIXTH DISTRICT

St. Augustine Light Station, Fla.
(Depot, Vessel, or Station)

Nov. 8, 1923., 19

Supt. of Lighthouses, 6th, Dist.

Charleston, S. C.

Through Keeper.

Sir:-

I respectfully request that my pay check for the period I will have served during the month of November be mailed to me in care of Keeper at this station, in time so that I may receive it on the 16th, inst. when my services at this station shall have terminated,

Very respectfully submitted,

Guthrie Phelps.

1st. Assistant Keeper.

Check mailed 9 A.M. Nov. 15/23 EAW

WEAW

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

1923 OCT 20 PM 1 24

October 22, 1923.

Mr.P. Rasmusson, Keeper,
St.Augustine Light Station,
P.O. Box 484,
St.Augustine, Fla.

1. Enclosed herewith is Department letter accepting resignation of Mr.Guthrie Phelps, 1st Asst. Keeper, at your station, said resignation to take effect at the close of November 15, 1923. You are requested to advise this office the date Mr. Phelps leaves the station and furnish the address to which his pay check for the period he serves during the month of November may be forwarded.

H. L. Beck,
Superintendent of Lighthouses.

By:

P. Farrow,
Chief Clerk.

1 Incl.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHTHOUSES
1923 OCT 20 PM 1 24

October 19, 1923.

Mr. Guthrie Phelps,

Through the Commissioner of Lighthouses.

Sir: The Department is in receipt of your resignation from the position designated below, and has accepted the same, upon recommendation of the bureau, to take effect at the close of business on November 15, 1923.

Bureau..... Lighthouse Service.

Station..... St. Augustine Light Station, Fla.

Position..... Keeper.

Salary..... $660 per annum.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

C
G
6th

RAW

NOTICE OF RESIGNATION ~~OR DEATH~~

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Sixth DISTRICT,

Charleston, S. C., October 17, 1923

COMMISSIONER OF LIGHTHOUSES:

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

Name, Guthrie Phelps. Position, Keeper (1st Assistant)

Legal residence, North Carolina Station, St.Angustine Light Station, Fla.

Salary, $660.00 per annum, base.

The acceptance of this resignation is recommended effective at the close of November 15, 1923.

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

Remarks:

Neither Form 93 nor letter of resignation to be sent in duplicate. See Bur. Cir. 188, Nov. 20/22.

H. L. Beck,
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES

WASHINGTON

Submitted to the Secretary of Commerce, approved.

11—4623

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SIXTH DISTRICT

St. Augustine Light Station,
(Depot, Vessel, or Station)

October 16, 1923., 19

Superintendent of Lighthouses,

Charleston, S. C.

Through the Keeper,

Sir:-

I herewith tender you my resignation as First Assistant Keeper at this station, same to take effect at the close of November 15, 1923.

Very respectfully submitted,

/s/ Guthrie Phelps,

1st Asst. Keeper.

Forwarded and recommended above resignation be accepted.

Very respectfully,

/s/ Peter Rasmusson,

Keeper.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SIXTH DISTRICT

St. Augustine Light Station, Fla.

(Depot, Vessel, or Station)

July 5, 1923., 19

Supt. of Lighthouses, 6th, Dist.

Charleston, S. C.

Sir:-

I beg to advise you that Mr. Guthrie Phelps, arrived and reported for duty as First Assistant Keeper at this station, at 1 P. M. this date.

Very respectfully,

Peter Rasmusson,

Keeper.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. LIGHTHOUSES CHARLESTON, S. C. JUL 7 23 1st. Asst. Supt. Chief Clerk Asst. Supt. Engineer Inspector Property Depot Files

SIXTH DISTRICT

Hillsboro Inlet Light Station, Fla.

(Depot, Vessel, or Station)

July 5, 1923

Superintendent of Lighthouses, 6th L. H. District,
Charleston, S. C,

Dear Sir:-

Mr. G. Phelps, 1st Asst,
Keeper left this Station at 9 A. M.
July 4, 1923 for St. Augustine
Light Station.

Respectfully-
Thos. Knight
Keeper

AW

. Guthrie Phelps,
1st Assistant Keeper,
Hillsboro Inlet Light Station, Fla.

June 29, 1923.

Through the Keeper -

1. Enclosed herewith is your Notice of Change in Salary authorizing your transfer to the position of 1st Assistant Keeper, St.Augustine Light Station, Fla. It is desired that you report for duty to the Keeper, St. Augustine Light Station, on July 5, 1923.

H. L. Beck,
Superintendent of Lighthouses.

1 Incl.
Notice of Change in Salary.
Copy to Keeper, St.Augustine Light Station, Fla., for his information and files.

H.L.Beck, Superintendent of Lighthouses.

OF CHANGE IN SALARY
ERS-LIGHTHOUSE SERVICE

SUPT. LIGHTHOUSES CHARLESTON, S.C.
JUN 27 23
1st Asst. Supt.
Chief Clerk
Asst. Supt.
LIGHTHOUSES
Personnel
Property
Proposals
Dispat
File

1923 JUN 25 PM 14

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1923.

M r. Guthrie Phelps,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 720 per annum to $ 660 per annum, effective July 1, 1923, or as soon thereafter as you enter on duty)

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

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Acting Chief of Appointment Division.

11—8074

1st Asst Supt
Sig Auguston

Ordered

E. O. H. July 5. 1923
Reported to Bu. Aug 4/23

A
G
6th

...NT OF COMMERCE
...GHTHOUSE SERVICE

... SUPERINTENDENT OF LIGHTHOUSES, 6th DISTRICT,

Charleston, S. C., June 20, 19 23
(City.) (Date.)

...IGHTHOUSES:

...ecommended, Transfer.

Name, Guthrie Phelps.

Legal residence, North Carolina.

Position, Keeper (1st Assistant)

Salary, $660.00 base, per annum.

Location, St.Augustine Light Station, Fla.

Appropriation, Salaries, Keepers of Lighthouses.

Effective July 1, 1923

{ ~~the actual date of entrance on duty~~; or
as soon thereafter as he enters on duty.

Former position, Keeper (1st Assistant)

Former salary, $720.00 base, per an.

Location, Hillsboro Inlet Light Station, Fla.

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

Previous incumbent, Clarence Malloy. Services will terminated, June 30, 1923.

Reason, To be transferred to Hunting Island Light Station, S. C.

Members of family in Government Service, None.

Remarks: Mr. Phelps will be transferred at his own request. Quarters are provided by the Government. Bonus allowed for F.Y. 1924 upon certificate of ability and qualifications made by the Bureau or division head upon recommendation of the office under which nominee serves.

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

Secretary, Civil Service District.

H.L.Beck, Supt. of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

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

11—2314

(Cut along this line)

to date and sign this receipt, detach same and return
ice promptly.

May 16th 1923
Date

Acknowledge receipt of Sixth Lighthouse District Circular
1923, containing copy of Section 3, Rule XI of
prescribed by the Secretary of Commerce relative
the enforcement of said rule.

2nd Asst Keeper

June 20, 1923.

Mr. Guthrie Phelps,
1st Asst. Keeper,
Hillsboro Inlet Light Station, Fla.
Through the Keeper -

1. Referring to your request of Feb. 6, 1921, applying for transfer to St.Augustine Light Station, you are advised that the matter has been recommended to the Bureau. The pay of the position will be $60 per annum less than your position at Hillsboro Inlet Light Station. As this transfer is made in your interest and at your own request it will be necessary for you to pay your own traveling expenses. It will be necessary for you to report for duty at St.Augustine Light Station on July 1 or shortly thereafter. You will be informed in another communication as to the exact date for reporting for duty at St.Augustine Light Station.

H.L.Beck, Supt. of Lighthouses.

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory
and competent.

Thos. Kavanagh
Keeper in charge.

AUTHORITY

OFFICE OF SUPERINTENDENT, 6th DISTRICT, April 21, 19 22.

The above application for shore liberty or leave is hereby approved for 18 days, from March 16 to April 3, inclusive, 19 22, without pay. See letter from this office of April 21, 1922.

Substitute need not be furnished during this absence.
(Insert "must" or "need not")

H.L.Beck
Superintendent, 6th Lighthouse District.

Station copy returned Apr. 22, 1922.

FINAL REPORT.

Absence begun: At 12 M. April 3, 1922
(State nearest hour.)

Period of absence: Nine (18) days.

Returned to duty: At 12 M April 18, 1922.
(State nearest hour.)

Period charged: Nine (18) days.

Certified correct and forwarded.

Thos. Kavanagh
Keeper in charge.

(Cut along this line)

...e to date and sign this receipt, detach same and return ...fice promptly.

SUPT. LIGHTHOUSES
CHARLESTON, S.C.
MAY 9 23
1st. Asst. Supt.
Chief Clerk
Asst. Supt.
Voucher
Personnel
Property
Proposals
Depot
File

May 6th 1923
(Date)

I hereby acknowledge receipt of Sixth Lighthouse District Circular No. 46 of May 1st, 1923, containing copy of Section 3, Rule XI of the Civil Service Rules and instructions issued by the Secretary of Commerce relative the enforcement of said rule.

E. Rheeps 1st asst Keeper.
(Signature of Employee)

Mr.Guthrie Phelps,1st Asst.Kpr. April 21,1922.
Through the Kpr.of Hillsboro Inlet Lt.Sta.

1. Referring to leave taken by you from March 16 through April 3,1922, 18 days, You are advised that this matter was referred by this office to the Bureau of Lighthouses. The Bureau replied as follows: "After careful consideration of this matter the Bureau does not deem it advisable to recommend to the Department that additional leave with pay be granted Phelps."

2. Form 76 covering above leave is returned, leave being approved without pay.

H.L.Bodk,

Superintendent of Lighthouses.

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT... CHARLESTON... APR 7 19... 1st. Asst. ... Chief ... Asst. ... Vouchers Personnel Property Supplies Depot File

REQUEST

Hillsboro Inlet Light Station, Fla., 19...
(Station.)

SUPERINTENDENT OF LIGHTHOUSES, 6th, DISTRICT:

I respectfully request that I be granted 18 days of shore liberty or leave, from March ~~15~~ 16 to April 3, inclusive, 1922. I have had 30 days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

Substitute not required
(Name.) (P. O. Address.)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

Hillsboro Inlet, Light Station, Florida.
(Street or R. D. Route.) (City.) (State.)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Thos Knight
Keeper in charge.

G Phelps
(Applicant's signature.)

1st asst Keeper
(Title.)

EMK

AUTHORITY

OFFICE OF SUPERINTENDENT, 6th DISTRICT, April 21, 19 22.

The above application for shore liberty or leave is hereby approved for 18 days, from March 16 to April 3, inclusive, 19 22, without pay. See letter from this office of April 21, 1922.

Substitute need not be furnished during this absence.
(Insert "must" or "need not.")

H C Beck

Station copy returned Apr. 22, 1922.

Superintendent, 6th Lighthouse District.

FINAL REPORT

Absence begun: At 12 M. March 15, 1922
(State nearest hour.)

Returned to duty: At 12 M. April 3, 1922
(State nearest hour.)

Period of absence: Nineteen (19) days.

Period charged: Nineteen (19) days.

Certified correct and forwarded.

Thos. Knight
Keeper in charge.

G. Phelps
(Applicant's signature.)

1st asst Keeper
(Title.)

11—882

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES

1922 APR 10 AM 8 46

OFFICE OF SUPERINTENDENT, 6TH DISTRICT
CHARLESTON, S. C.
April 8, 1922.

Commissioner of Lighthouses.

Subject: Guthrie Phelps,1st Asst.Kpr.Hillsboro Inlet Lt.Sta.,Fla.- Request for extension of leave.

Enclosure: Certificate from PHS, Key West, Fla.

1. Mr.Guthrie Phelps,1st Assistant Keeper Hillsboro Inlet Light Station,Fla., was advised by three physicians in February 1922 that it was necessary for him to be operated on for appendicitis at once. He left his station on February 8 and proceeded to the nearest Public Health Service Hospital which was at Key West,Fla. After treatment in the hospital an operation was performed on February 17.

2. Mr.Phelps was granted leave of absence for a period of 30 days by this office, in accordance with the Regulations of the Lighthouse Service for stations in Class II. This leave expired at the close of March 15,1922,and covered the time he was in the hospital in Key West. Mr.Phelps has requested an extension of leave with pay to cover the time he was unable to perform the duties of his position due to the effects of the operation. He returned to the light station on March 8 but was not able to perform work until April 4. The extension of leave requested with pay therefore covers the period March 16 through April 3,1922,inclusive, nineteen days including Sundays.

3. Mr.Phelps has been in the Lighthouse Service a little over three years. I am unable to state that I consider this case especially meritorious or exceptional and am unable to recommend that any special consideration be given him, but recommend that his case be decided in accordance with the practice of the Bureau in such cases.

4. The only ground on which it would seem that there would be a reason for an extension of leave with pay is that the duties of the 1st Assistant Keeper at this station necessitate climbing a tower 150 feet high, and it could hardly be expected that a person operated on for appendicitis could recover sufficiently to undertake the work required within the thirty days' leave allowed by the Regulations for a station in Class II.

5. Enclosed is Certificate from the Public Health Service, Key West,Fla.

H.E.Beck

Superintendent of Lighthouses.

JEH-EK
1Enclosure

Bureau of Lighthouses, Washington, D. C., April 17, 1922.

Returned to Superintendent of Lighthouses, Charleston, S. C. After careful consideration of this matter the Bureau does not deem it advisable to recommend to the Department that additional leave with pay be granted Phelps.

Putnam

Commissioner of Lighthouses.

SUPT LIGHTHOUSES CHARLESTON, S.C. MAR 10 1922
LIGHTHOUSES
Ad. Asst Supt.
Chief Clerk
Asst Supt
Voucher
Personnel
Property
Proposals
Depot
File

1922 APR 10 AM 8 46

OFFICE OF
MEDICAL OFFICER IN CHARGE

TREASURY DEPARTMENT

UNITED STATES
PUBLIC HEALTH SERVICE

U. S. Marine Hospital #10, Key West, Fla.
March 3, 1922.

TO WHOM IT MAY CONCERN.

This is to certify that Guthrie Phelps is being discharged from this hospital as he is no longer in need of hospital treatment, but he will not be able to report for work for a period of thirty days.

G. M. Guiteras
Senior Surgeon, U.S.P.H.S.
In Charge.

HES/AR

From Feb 9, 1922 to
Mar. 3, 23 da.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHT
CHARLESTON
APR 7 19
1st. Asst. Supt.
Chief Clerk
Asst. Supt.
Vouchers
Personnel
Property
Proposals
Depot
File

SIXTH DISTRICT

336

(Depot, Vessel, or Station)

April 4, 1922

Superintendent of Lighthouses, 6th L. H. District,
Charleston, S.C.

Dear Sir:—

A/s. G. Phelps, 1st Asst. Keeper, returned to duty at 12 Midnight April 3, 1922.

There is stated on Form 76,—"Substitute not required". I wish to state that a substitute was required, but was not furnished. I have never heard from the Form 76 filled in and sent to the Office in which this requirement was made.

Respectfully—

Thos. Knight
Keeper.

A/s. G. Phelps, 1st Asst. Keeper, was absent from duty, on sick leave, fifty-six days, (56) from February 7-1922 to April 3-1922.

Thos. Knight
Keeper.

AK

March 10,1922.

Mr. Guthrie Phelps,1st Asst.Keeper,
Through the Kpr.of Hillsboro Inlet Lt.Sta.

1. Referring to your leave of absence on account of an operation for appendicitis. As you are entitled to leave for a period of 30 days with pay, form 76 is enclosed approving leave for a period of thirty days from February 8 through March 15, 1922. This form is to be completed and one copy returned to this office at the close of March 15; the other copy to be retained at the station.

2. It is not desired that you return to duty until you are able to perform your work without detriment. When you return to duty the matter of obtaining additional leave with pay will be taken up by this office with the Bureau of Lighthouses.

3. When you return to duty submit form 76 in duplicate to this,office, applying for additional leave from March 16 through the time you were unable to perform your work at the light station.

H. L. Beck,

Superintendent of Lighthouses.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

EMK Memorandum, March 10,1922.

Guthrie Phelps, 1st Asst.Keeper Hillsboro Inlet Lt.Sta.

Leave of absence, calendar year 1922. (In Class 11, 30 days).

Did not work at all on Feb.8 (left station 8 a.m.) but did not stand watch night before. Leave therefore begins on February 8, 30 days exclusive of Sundays and holidays will carry him through March 15,1922.

He was discharged from the Marine Hospital at Key West,Fla., on March 3,1922, if he can not report for duty for 30 days, he will need leave through April 2, 1922, or additional leave of 18 days, over the ~~authorized~~ amount of leave authorized for his station.

Leave has been approved through March 15. When he return to duty he is to submit form 76 covering additional leave taken.

Additional leave taken from Mar. 16 - Apr. 3, 1922 inclusive, 18 days pay to be deducted

Bur. disapproved leave with pay

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. LIGHTHOUSES CHARLESTON, S. C. MAR 10 1922 Asst. Supt. Chief Clerk Asst. Supt. Vouchee Personnel Property Proposals Depot File

SIXTH DISTRICT

Hillsboro Inlet Light Station, Fla.

(Depot, Vessel, or Station)

March 8, 1922

Superintendent of Lighthouses, 6th L. H. District,
Charleston, S. C,

Dear Sir:—

Asst. G. Phelps, 1st Asst. Keeper, returned to the Station to-day, March-8-22.

He will not be able to go on duty the same time. I am enclosing two (2) Form 76 which he has filled out.

Respectfully—

Thos. Knight,
Keeper.

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. LIGHTHOUSES CHARLESTON, S. C. MAR 10 1922 1st. Asst. Supt. Chief Clerk Asst. Supt. Vouchers Personnel Property Records Depot File

REQUEST

Hillsboro Inlet Light Station, Fla., March 8, 1922
(Station.)

SUPERINTENDENT OF LIGHTHOUSES, 6th DISTRICT:

I respectfully request that I be granted 31 days of shore liberty or leave, from March 1st to March 31, inclusive, 1922. I have had 22 days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

B. L. Knight (Name.), Deerfield, Fla. (P. O. Address.)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

Hillsboro Inlet Light (Street or R. D. Route.), Station, Deerfield (City.), Florida (State.)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Thos. Knight
Keeper in charge.

Guthrie Phelps
(Applicant's signature.)

1st. asst. Keeper
(Title.)

AUTHORITY

OFFICE OF SUPERINTENDENT, ... DISTRICT, ..., 19

The above application for shore liberty or leave is hereby approved for ..... days, from ..... to ....., inclusive, 19 .

Substitute ..... be furnished during this absence.
(Insert "must" or "need not.")

No action taken

.....

Superintendent, ... *Lighthouse District.*

FINAL REPORT

Absence begun: At ..... M. ....., 19 .
(State nearest hour.)

Period of absence: ..... days.

Returned to duty: At ..... M. ....., 19 .
(State nearest hour.)

Period charged: ..... days.

Certified correct and forwarded.

.....
(Applicant's signature.)

.....
Keeper in charge.

11—882

.....
(Title.)

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. LIGHTHOUSES CHARLESTON, S. C.
MAR 4 1922
1st. Asst. Supt.
Chief Clerk
Asst. Supt.
Voucher
Personnel
Property
Records

SIXTH DISTRICT

Hillsboro Inlet Light Station, Fla.
(Depot, Vessel, or Station)

March 1, 1922

Superintendent of Lighthouses, 6th L. H. District
Charleston, S.C.

Dear Sir:—

I received a letter dated February 27th, from G. Phelps, 1st Asst. Keeper, stating that he is still confined to bed, and that the Doctor does not know just how long it will be before he is able to return to the Station.

I mailed him two copies of Form 76 for him to fill out for the remainder of his thirty days from February 28th to March 8—inclusive—Up to this date he has not returned the filled in Form 76—asking for the remainder of his time.

Will forward these from to you as soon as I receive them.

Respectfully—

Thos. Kingler
Keeper.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSE SERVICE
CHARLESTON, S. C.
FEB 20 1922
1st. Asst. Supt.
Chief Clerk
Asst. Light
Vouchers
Personnel
Property
Proposals
Depot
File 1922

SIXTH DISTRICT

336

Hillsboro Inlet Light Station, Fla.

(Depot, Vessel, or Station)

February 18, 1922

Superintendent of Lighthouses, 6th L. H. District
Charleston, S.C.

Dear Sir:-

Received telegram from Surgeon at Marine hospital Key West, Fla, at 5 P.M. February 17th stating that operation in 1st Asst. Keeper, Phelps had been performed that day and that he was doing well.

Respectfully-

Thos. Knight
Keeper,

SUPT
LIGHTHOUSES
CHARLESTON, S C
FEB 17 19
1st. Asst
Chief
Asst. S
Vouch
Personn
Property
Proposals
Depot
File



KNIGHTS OF COLUMBUS

WAR ACTIVITIES

CAMP U. S. Marine Hospital

February 11 1922

Dear Mr Knight:-

I would sent you a telegram but I have not had any aporation as yet the Doctor said that I such a severe cold an daught with it that it would not do to perform the aporation until I clear of this cold. He said that he would perform the aporation next tuesday or Wednesday. I will Wire you as soon as I have the aporation He said it were Cronic appendicitus and the best thing were the have the aporation. ~~I feel~~ My dear feel little better today but I have him pretty sick I have him in the Hospital four days.

With Best Regards to all

Your 1st asst.

Gutierrez

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT LIGHTHOUSES CHARLESTON, S. C. FEB 17 1922 1st. Asst. Supt. Chief Clerk Asst. Supt. Voucher Personnel Property Proposals Depot File

SIXTH DISTRICT

336

Hillsboro Inlet Light Station, Fla.

(Depot, Vessel, or Station)

February 15, 1922

Superintendent of Lighthouses, 6th L. H. District,
Charleston, S. C.

Dear Sir:-

I am enclosing the first communication received from Mr. G. Phelps, 1st Asst. Keeper, since he left the Station.

X Will write as soon as I hear from the 1st Asst. Keeper, again.

Respectfully-

Thos. Knight
Keeper

X Further action not necessary till receipt of this letter Keeper additional at Fort Sumter H. Sta.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

EAW

Feb. 10, 1922.

Mr. Thomas Knight,
Keeper, Hillsboro Inlet Light Station,
Deerfield, Fla.

1. Referring to your letter of Feb. 8, 1922, enclosing application for leave of absence of Asst. Keeper Phelps:

The application of 1st Asst. Keeper Phelps has been approved for 22 days from Feb. 7, 1922. Under the regulations keepers are only allowed 30 days leave of absence with pay. If it should be necessary for Mr. Phelps to take his full 30 days leave he can be granted leave with pay up to and including March 8, 1922. In exceptional cases upon recommendation of the Commissioner of Lighthouses in a case especially meritorious, the Department of Commerce has approved an entension of leave with pay not to exceed 30 days. Whether or not the case of Mr. Phelps would be considered expecially meritorious would have to be decided later and he should not count on being allowed other than the regular 30 days leave authorized by the regulations.

2. The regulations do not provide for authorizing a substitute keeper at a three keeper station.

3. With reference to the statement in your letter that you are not in good health and do not feel able to standing nightly half watches for a long period, you are informed that consideration will be given to this matter after it has been determined whether or not an operation will be necessary in Mr. Phelps' case. Advise this office promptly as soon as you ascertain whether or not an operation has been necessary in Mr. Phelps' case, and how long it is expected that he will be away from his station. Should there be any change in Mr. Phelps' address advise this office. Your letter states that he has gone to the Marine Hospital, Key West. Fla.

For and in the absence of Superintendent of Lighthouses.

1 incl.
Application for
Leave of Absence.

F. H. Cross
1st Asst. Superintendent.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SIXTH DISTRICT
336
Hillsboro Inlet Light Station, Fla.
(Depot, Vessel, or Station)

LIGHTHOUSES
CHARLESTON, S. C.
FEB 10 1922
1st Asst Supt.
Chief Clerk
Asst. Supt.
Voucher
Personnel
Property
Proposals
Depot
File

February 8, 1922

Superintendent of Lighthouses, 6th L. H. District,
Charleston, S. C.

Dear Sir:-

Mr. G. Phelps, 1st Asst. Keeper at this Station, has stated to me that he was advised by three doctors that an operation at once, for appendicitis, is necessary-

The 1st Asst. Keeper was taken sick in the afternoon of February 7th and was unable to stand watch. He left the Station this morning at 10 A. M. to go to Key West to the Marine Hospital.

I have never had any experience of this kind before, I, however, filled out Form 207. I gave Mr. Phelps copy of same am enclosing a copy, and have kept a copy for my files-

Mr. Phelps, 1st Asst. Keeper, has asked for leave of absence for period of time from February 7th to February 28th inclusive- I recommend him to wire me

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSE
CHARLESTON, S.C.
FEB 10 1922
1st. Asst. Supt.
Chief Clerk
Asst. Supt.
Vouchers
Personnel
Property
Proposals
Depot
File

SIXTH DISTRICT

Hillsboro Inlet Light Station, Fla.
(Depot, Vessel, or Station)

....., 191

if an operation is necessary. Should an operation be needed it will be two months before the 1st Asst. Keeper can resume his duties, in which case I ask that a substitute be furnished if possible.

I am not in good health and do not feel able to stand the nightly half-night watches for so long a period.

Respectfully,

Thos. Knight

Keeper,

Leave granted. Request Keeper to advise when operation is necessary, when steps will be taken to provide substitute.

SUPT.
LIGHTHOUSES
CHARLESTON, S. C.
FEB 10 1922
1st. Asst. Supt.
Chief Clerk
Asst. Supt.
Yoeman
Personnel
Property
Proposals
Depot
File

(READ AND FOLLOW INSTRUCTIONS ON BACK.)

...N FOR MEDICAL EXAMINATION AND TREATMENT OF SICK OR DISABLED EMPLOYEES IN THE LIGHTHOUSE SERVICE, AT PLACES WHERE THERE IS A RELIEF STATION OF THE U. S. PUBLIC HEALTH SERVICE.

336

Hillsboro Inlet Light Station, Fla., 6th District.
(Name of vessel, station, etc.)

Deerfield, Florida
(Place.)

February, 8, 1922

To the Medical Officer in Charge,

U. S. Public Health Service,

Key West, Fla.

Sir:

You are hereby requested to examine G. Phelps, 1st Asst. Keeper
(Name and title of person to be examined.)
in the U. S. Lighthouse Service, attached to the station or vessel above named, and, if in need of medical treatment, to furnish him with such medical treatment as the case may require. The signature and description of the applicant appear below.

Signature of person named above Guthrie Phelps.

Title 1st. asst. Keeper.

Nativity, American. Age, 22 years. Height, 5 feet 4 3/4 inches.

Color of eyes, Blue. Color of hair Light brown

Distinguishing marks, Scare right leg.

*Date of original appointment in the Lighthouse Service, November 16 1918

†Date of certificate by the Public Health Service that person named passed physical examination, April 15, 1919.

Thos. Knowlet,
(Title of officer signing request.)
Dist. Supt.

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

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

(OVER.)

11—5992

COPY

TREASURY DEPARTMENT
UNITED STATES
PUBLIC HEALTH SERVICE

April 8, 1922.

Commissioner of Lighthouses.

Subject: Guthrie Phelps,1st Asst.Kpr.Hillsboro Inlet Lt.Sta.,Fla.- Request for extension of leave.

Enclosure: Certificate from PHS, Key West, Fla.

1. Mr.Guthrie Phelps,1st Assistant Keeper Hillsboro Inlet Light Station,Fla., was advised by three physicians in February 1922 that it was necessary for him to be operated on for appendicitis at once. He left his station on February 8 and proceeded to the nearest Public Health Service Hospital which was at Key West,Fla. After treatment in the hospital an operation was performed on February 17.

2. Mr.Phelps was granted leave of absence for a period of 30 days by this office, in accordance with the Regulations of the Lighthouse Service for stations in Class II. This leave expired at the close of March 15,1922,and covered the time he was in the hospital in Key West. Mr.Phelps has requested an extension of leave with pay to cover the time he was unable to perform the duties of his position due to the effects of the operation. He returned to the light station on March 8 but was not able to,perform work until April 4. The extension of leave requested with pay therefore covers the period March 16 through April 3,1922,inclusive, nineteen days including Sundays.

3. Mr.Phelps has been in the Lighthouse Service a little over three years. I am unable to state that I consider this case especially meritorious or exceptional and am unable to recommend that any special consideration be given him, but recommend that his case be decided in accordance with the practice of the Bureau in such cases.

4. The only ground on which it would seem that there would be a reason for an extension of leave with pay is that the duties of the 1st Assistant Keeper at this station necessitate climbing a tower 150 feet high, and it could hardly be expected that a person operated on for appendicitis could recover sufficiently to undertake the work required within the thirty days' leave allowed by the Regulations for a station in Class II.

5. Enclosed is Certificate from the Public Health Service, Key West,Fla.

H.L.Beck,

Superintendent of Lighthouses.

JEH-EK Bureau of Lighthouses, Washington,D.C., April 17,1922.
Inclosure
Returned to Superintendent of Lighthouses, Charleston, S.C. After careful consideration of this matter the Bureau does not deem it advisable to recommend to the Department that additional leave with pay be granted Phelps.

Putnam
Commissioner of Lighthouses.

(NOTE-See file 1-B for full correspondence relative to sickness and return to active service.)

C O P Y

x

TREASURY DEPARTMENT
UNITED STATES
PUBLIC HEALTH SERVICE

Office of
Medical Officer in Charge
U. S. Marine Hospital #10, Key West, Fla.
March 3, 1922.

TO WHOM IT MAY CONCERN.

This is to certify that Guthrie Phelps is being discharged from this hospital as he is no longer in need of hospital treatment, but he will not be able to report for work for a period of thirty days.

G. M. Guiteras
Senior Surgeon, U.S.P.H.S.
In Charge.

HES/AR

January 1922.

See file 39 B, Public Health Service for correspondence with Phelps relative to receiving free treatment, there being no PHS hospital near where he is at present employed. (1-A-K Hillsboro Inlet Lt.Sta.)

Office replied that he would have to pay his own traveling expenses to a PHS hospital,- no provision for payment for treatment at private hospital.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SIXTH DISTRICT

November 1, 1920.

Commissioner of Lighthouses.

Subject: Guthrie Phelps, date of entrance on duty.
Reference: Notice of Change in Salary dated October 9, 1920.

The above named employe entered upon duty October 29, 1920, as First Assistant Keeper of Hillsboro Inlet Light Station, Florida, at a salary of $720 base per annum, having been transferred and promoted from the position of Second Assistant Keeper at St. Augustine Light Station, Florida, at a salary of $600 base per annum.

H.L. Beck,

Superintendent of Lighthouses.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. LIGHTHOUSES
CHARLESTON, S. C.
NOV 1 1920
1st. Asst. Supt.
Chief Clerk
Asst. Supt.
Voucher
Personnel
Property
Proposals
Depot
Files

SIXTH DISTRICT

Hillsboro Inlet Light Station
(Depot, Vessel, or Station)

October 30 1920

Superintendent of Lighthouses, 6th L. H. District,
Charleston, S. C,

Dear Sir:-

Mr. Guthrie Phelps, newly appointed 1st Asst. Keeper, reported for duty at this Station at 3 P. M. October 29th 1920,

Respectfully,
Thos. Knight
Keeper.

St. Augustine 28 Days @ 600.00 ✓
Hillsboro 2 " @ 720.00 ✓

Reported to Bur. Nov. 1, 1920

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. LIGHTHOUSES CHARLESTON, S. C. OCT 29 1920

1st. Asst. Supt.
Chief Clerk
Asst. Supt.
Voucher
Personnel
Property
Proposals
Depot
File

SIXTH DISTRICT

St. Augustine Light Station, Fla.
(Depot, Vessel, or Station)

Oct. 28, 1920. Depot, 19

Superintendent of Lighthouses, 6th, Dist.

Charleston, S. C.

Sir:-

I beg to advise you that Mr. Guthrie Phelps, 2d, Asst. Keeper, left this station for Hillsboro Inlet Light Station, at 5, P. M. this date.

Very respectfully,

Peter Rasmusson

Keeper.

SUPT.
LIGHTHOUSES
CHARLESTON, S. C.
OCT 25 1920
1st. Asst. Supt.
Chief Clerk
Asst. Supt.
Voucher
Personnel
Property
Proposals
Depot
File

NOTICE OF CHANGE IN SALARY
KEEPERS--LIGHTHOUSE SERVICE

LIGHTHOUSES
1920 OCT 23 AM 8

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

October 9, 1920.

Mr. Guthrie Phelps,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $600 per annum to $720 per annum, effective October 16, 1920 or as soon thereafter as you enter on duty.

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,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

S
O
6th District

1-a-1C Hillsboro

October 25, 1920.

Mr. Guthrie Phelps, 2d Asst.Kpr.,
(Through the Kpr.of St.Augustine Lt.Sta.

1. When Mr.Rasmusson, Keeper of St.Augustine Light Station, returns from leave of absence, you will proceed at once to Hillsboro Inlet Light Station, Fla., and report to the Keeper of said station for duty as First Assistant Keeper.

2. Enclosed is Notice of Change in Salary covering this promotion; it will not be necessary for you to execute an oath of office.

3. You will have to pay your own traveling expenses to Hillsboro Inlet Light Station as a tender will not be going there for some time.

H. L. Beck,

Superintendent of Lighthouses.

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Mr. Guthrie Phelps, 2d Asst.Keeper, October 7, 1920.
(Through the Kpr.of St.Augustine Light Station)

You have been nominated for transfer and promotion as First Assistant Keeper of Hillsboro Inlet Light Station, Fla. As soon as your appointment is received at this office you will be advised of the date you are to report for duty at your new station.

H. L. Beck,

Superintendent of Lighthouses.

Copy for the Keeper of Hillsboro Inlet Light Station,
for his information and file.

H. L. Beck,

Superintendent of Lighthouses.

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE
Superintendent of Lighthouses,
OFFICE OF ~~LIGHTHOUSE INSPECTOR~~ 6th DISTRICT,

Charleston, S.C., October 6, 1920.
(City.) (Date.)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and promotion.

Name, Guthrie Phelps.

Legal residence, North Carolina.

Position, Keeper

Salary, 720.00 base per annum.

Location, Hillsboro Inlet Light Station, Fla.

Appropriation, Salaries of Keepers of Lighthouses.

Effective October 16, 1920, {~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Keeper

Former salary, $600.00 base per annum.

Location, St.Augustine Light Station, Fla.

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

Previous incumbent, Jesse E.Powell. Services terminated, *See below.

Reason, *Recommended for dismissal effective close September 16,1920. Suspended without pay,&c.,pending action on his case by the Department.

Members of family in Government Service, None.

Remarks: Quarters are provided by the Government.

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

H.L.Beck,

Secretary, Civil Service District. Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

{ Strike out the clause which does not apply.

11—2314

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. LIGHTHOUSES
CHARLESTON, S. C
APR 23 1919
1st. Asst. Supt.
Chief Clerk
Asst. Supt.
Voucher
Personnel
Property
Proposals
Depot
File

SIXTH DISTRICT
332
St. Augustine Light Station, Fla.
(Depot, Vessel, or Station)

April 22, 1919., 191

Superintendent of Lighthouses, 6th, District,

Charleston, S. C.

Sir:-

In reply to your letter of April 21, 1919. relative to the spelling of Mr. Phelps first name, I beg to state that "Guthrie" is the correct spelling of it.

Respectfully,

Peter Rasmusson

Keeper.

Jn 39 B

...ter Rasmusson,
...per St.Augustine Light Station.

April 21, 1919.

1. Upon receipt this morning of the Record of Physical Examination for Mr. Phelps, it was noted that he apparently signed his first name "Gutherie." Advise this office promptly which is the correct spelling of his name, "Guthrie" or "Gutherie."

2. His application for examination for the Lighthouse Service was signed "Guthrie Phelps," and he was nominated and appointed under that name.

3. If his name is really "Gutherie" the appointment will have to be returned to the Department for correction. Return the original appointment to this office, dated November 15, 1918.

4. If the name is "Guthrie" as given on the appointment, the appointment need not be returned, but advise Mr.Phelps to write his name so that there will be no question as to the correct spelling of the same.

5. If the appointment was issued with the name incorrectly spelled, Mr.Phelps was very remiss in not calling the attention of this office to same in order that it could have been corrected at once.

6. Reply promptly.

H.L.Beck,

Superintendent of Lighthouses.

Department of Commerce
Lighthouse Service

332

St.Augustine Light Station, Fla.
Dec. 20, 1918.

ent of Lighthouses, 6th.Dist.
Charleston, S.C.

I beg to advise that Mr.Clarence Malloy reported reported for duty as First Assistant Keeper at this station at 10 A. M. this date.

Also Mr. Guthrie Phelps reported for duty as Second Assistant Keeper at this station at 2 P.M. this date.

Mr. Smith leaves station for Hunting Island this P.M.

Respectfully Submitted
Peter Rasmusson.

PHELPS' file- EOD December 20,1918.

Copy

DEPARTMENT OF COMMERCE

PERSONAL QUESTION SHEET

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

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

Mr. Guthrie Phelps.

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

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

Lighthouse (Bureau or Service.) St.Augustine Lt.Sta.,Fla. (Place (city, town, station, or vessel).) 6th (District.)

4. Position to which appointed Keeper (2d Assistant)

5. Compensation $600.00 per annum.

6. Appropriation from which paid Salaries,Keepers of Lighthouses.

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

By C.S.Examination for Asst.Kpr. October 1, 1918.

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

[illegible] voting age (City or town. / State or Territory. / County. / Congressional district.)

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

---

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

11. Where were you born? Supply North Carolina

12. When were you born? October (Month.) 18 (Day.) 1899 (Year.)

13. If foreign born, state when and where naturalization papers were taken out ----

14. What is your marital condition? Single.

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

G. P. Phelps (Name.) (Number and street.)

Supply (City or town.) N.C. (State or Territory.)

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

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

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

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

right eye weak

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

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

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

No

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

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

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

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

22. Are you the widow or orphan of an honorably discharged soldier or sailor? — (If answer is "Yes," give the information called for by the blanks below.)

Relationship (widow or orphan)

Name under which soldier or sailor rendered service

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

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

Shipyard cleaner

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

Public Schools

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

Boatman

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

For Asst.Kighthouse Keeper Oct.1,1918, 6th District.

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

Yes

Date, Dec. 21, 1918

Witness (in case signature is by mark):

(Signature) X Guthrie Phelps

P. O. Address: St Augustine, Fla.
City or town.

P.O. Box 484
Number and street.

State or Territory.

X

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

EMK

Reviewed, approved, and forwarded December 23, 1918.

H. L. Beck,

(Signature) Superintendent of Lighthouses, 6th Dist.

(Official title)

124.
, 1915.

UNITED STATES CIVIL SERVICE COMMISSION

[Branch of service or department.]

[Name of city.] [State.]

, 191

DECLARATION OF APPOINTEE.

This form must be executed by the appointee before he enters on duty. If the answer to question 6 includes two or more names, and is not IDENTICAL in every respect with answer to similar question in the application, this form must be submitted by the appointing officer for approval before appointment may be authorized. ATTENTION IS DIRECTED TO THE PROVISIONS OF LAW AS QUOTED ON ATTACHED FORM. False personation in an examination is a criminal offense, and will be prosecuted accordingly.

QUESTIONS.	ANSWERS.
1. What was your age on your last birthday and what was the date of your birth?	19, Oct 18, 1916,
2. Where were you born?	Supply, N C,
3. What were the names of the persons who signed the vouchers to your application?	W. S. Morris James Ward H. W. Spencer
4. In what city or town, and in what building were you examined?	Health Office, Southport, N. C.
5. To what position have you been appointed? State the salary. If temporary, so state.	

6. Are any members of your family in the U. S. Government Service? Answer "yes" or "no" No If so, fill in the following blanks. If additional space is necessary use back of this sheet.

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

7. Have any of the above-named persons entered the Government service since the execution of your application for examination? No If so, give the name of each such person

8. Will you inform yourself of and observe the provisions of the civil service law and rules and Executive orders concerning political activity, political coercion, political assessments, use of influence to secure promotion, etc., as quoted on the attached form? Yes

I hereby certify that the answers to the foregoing questions are true in every particular.

Gastonia Pfeiffer
[Signature.]

2nd Asst Keeper
[Give here your present post-office address, city and state, including street and number.]

The officer before whom the above certificate is made is requested to sign the following:

The above certificate was executed before me, in his own handwriting, by the identical person who has reported for assignment to duty.

Was photograph of appointee furnished you? ..... If so, is it a correct likeness of the person who executed this form? .....

This is to be signed by an officer of the department or bureau to which the appointee belongs, not by a notary public, and does not need to be sworn to.
The paper should be returned to Chief Clerk of bureau when completed.

6—2099

Signature Peter Rasmussen

Official title Keeper.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

INSPECTOR
DEC 12 1918
Charleston, S. C.

SIXTH DISTRICT

332

St. Augustine Light Station, Fla.
(Depot, Vessel, or Station)

Dec. 11, 1918.
NOV. 191

Superintendent
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Voucher Clerk
Personnel Clerk
Property Clerk
L. H. Depot
File

Superintendent of Lighthouses, 6th, Dist,

Charleston, S. C.

Sir:-

Reffering to your letter of Nov. 21, 1918. (with inclosures). Relative to Mr. Guthrie Phelps, I beg to state that Mr. Phelps has not yet reported at this station.

Respectfully,

Peter Rasmusson

Keeper.

HLB-JFS

Dec. 12, 1918.

Mr. Peter Rasmusson,
Kpr. St. Augustine Lt. Station,
P.O.Box 484, St. Augustine, Fla.

Referring to your letter of Dec. 11th, you are informed that Mr. Phelps advised this office some time ago that he would report for duty at your station on Dec. 15th or sooner if possible. As soon as he does report advise this office of the fact.

H. L. BEOK

Supt. of Lighthouses.

Supply

Dec 2. 1918

Personnel Clerk
Property Clerk
L. H. Depot
File

RECEIVED
DEC 5 1918
Charleston, S. C.

Mr. A. L. Beck Superintendent
of Light houses.

Dear sir in reply to
your letter of the 27. 1918
I am not prepared to go
at the present time
I will try to be there
on or about the 14th or 15
th. as sooner if possible.

Yours truly
Guthrie Shelp

Mr.Guthrie Phelps,
Southport & Supply, N.C.

December 4, 1918.

1. No reply has been received from you to date in response to letters from this office of November 21 and November 27, 1918. The letter of Nov.21 was sent to Supply,N.C., and the letter of Nov.27 was sent to both Supply and Southport,N.C.

2. You were directed in both letter to report to the Keeper of St.Augustine Light Station, Fla., for duty as 2d Asst.Keeper as soon as possible, and were directed to state when you expected to leave for the station.

3. It is requested that you inform this office by return mail when you will leave for the light station. It is desired that you report for duty at the earliest possible date.

H. L. Beck,

Superintendent of Lighthouses.

November 27, 1918.

Guthrie Phelps,
Apply, and Southport, N.C.

No reply has been received from you to date in answer to letter from this office of November 21,1918, directing you to report to the Keeper of St.Augustine Light Station, Fla., as Second Assistant Keeper.

Please reply to this letter at once stating when you expect to leave for St. Augustine Light Station. A prompt reply is required to all official communications.

H. L. Beck,

Superintendent of Lighthouses.

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

November 15, 1918.

M
r. Guthrie Phelps,
Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office and to a probationary period of not to exceed six months as provided by paragraph (c) of section 1 of civil-service rule VII, Keeper in the Lighthouse Service at a salary of Six Hundred dollars per annum, effective on the date on which you enter upon duty in the above-mentioned position.

By selection from certificate of eligibles (No.) issued by the Local Civil Service Board for the Sixth Lighthouse District.

By direction of the Secretary:

Respectfully,

(Signed) Clifford Hastings

Chief of Appointment Division.

R
Ho

Appropriation: Salaries, Keepers of Lighthouses.

Vice:
Alfonso Martinez,

Legal Residence:
North Carolina.

(See reverse side.)

Date of Oath Dec. 21/18
E.O.D. Dec. 20/18
Oath + Rel. Sent. Bu. Dec. 23/18

11—5980

6

MK

November 21, 1918.

Mr. Guthrie Phelps,
Supply, N. C.

Referring to your letter of November 19, 1918. You are directed to report as soon as possible to the Keeper of St.Augustine Light Station, Fla., for duty as Second Assistant Keeper. Your appointment and the necessary papers have been forwarded to the light station to be delivered to you when you report.

Acknowledge this letter at once stating when you leave for St.Augustine Light Station. You will have to pay your own traveling expenses to the station.

For and in the absence of the Supt.of Lighthouses.

Gregg.

First Asst. Supt.

- -

Copy for the Keeper of St. Augustine Light Station for information and files. The following papers are enclosed for delivery to Mr.Phelps when he reports for duty

Appointment- which he retains.

Personal question sheet- One sheet has been filled out so far as this office could do so. Have Mr.Phelps copy those answers, and also answer every other questio down to where marked by pencil cross. Write with ink. Return both sheets.

Declaration of appointee- To be answered and signed by PHelps, you to sign below. First sheet to be returned to the office, the second to be detached and kept by appointee.

Oath of office- To be signed before a Notary Public having a seal, or if taken before the postmaster or assistant no charge will be made.

Return two Personal Question Sheets, Oath of Office, and first sheet of Declaration of appointee to this office, stating the date Mr.Phelps reports for duty.

The matter of taking the physical examination in order to get the benefit of medical treatment by the Public Health Service will be taken up later.

If Phelps does not arrive at your station within a reasonable time notify this office.

For and in the absence of the Supt.of Lighthouses.

Gregg,

First Asst. Supt.

Nov 4

Superintendent
1st Asst Supt.
Chief Clerk
Asst Supt.
Voucher Clerk
Personnel Clerk
Property Clerk
L. H. Depot
File

Mr. A. L. Beck
Superintendent of Light-
houses Charleston S. C.

Sir: I have not received
no letter from you up
until today in which
states on December
4, 1918 I were advanced
by that office that I
were nominated as
second assistant keeper
of St Augustine

to do so.
I have not received
the letter in which you
state that you sent
on the 4, 1918
I am writing you for futher
instructions in which
to do.

Yours Truely

Guthrie Phelps
Supply Clerk

Station, Fla.
Gasoline as far about
November 16, 1919 and
that I were instructed
to acknowledge the letter
stating that I would be
ready to report to St
Augustine light station
for duty when directed.
in which you state that
up until to date you
have not heard from
me, and that I am requested
to acknowledge said letter
stating that I will be
ready to report when
this office directs me

November 13, 1918.

Mr. Guthrie Phelps,
Southport,N.C., &
Supply, N.C.

Sir:

On November 6, 1918, you were advised by this office that you had been nominated as Second Assistant Keeper of St. Augustine Light Station, Fla., effective on or about November 16, 1918, and you were instructed to acknowledge the letter stating that you would be ready to report to St.Augustine Light Station for duty when directed.

To date nothing has been heard from you, and you are again requested to acknowledge the said letter, stating that you will be ready to report when this office directs you to do so.

An immediate acknowledgment of this letter is desired.

Also let this office know your address, whether Supply, N. C., or Southport, N. C., as it is noted that you write from both places.

A copy of this letter is sent to Southport and also to Supply.

Respectfully,
For & in the absence of the Supt.of Lt.Houses.

Tom H. Gregg,

First Asst. Supt.

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Superintendent of Lighthouses
OFFICE OF LIGHTHOUSE INSPECTOR, 6th DISTRICT,

Charleston, S.C., (City.) November 6 (Date.), 1918.

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Probationary appointment.

Name, Guthrie Phelps.

Legal residence, North Carolina.

Position, Keeper

Salary, $456.00 per annum, base.

Location, St. Augustine Light Station, Fla.

Appropriation, Salaries, Keepers of Lighthouses.

Effective November 16, 1918, {[1] the actual date of entrance on duty, or as soon thereafter as he enters on duty.

Former position,

Former salary,

Location,

Rank on eligible list, 3d Rating, Asst. Kpr. Percentage, 72.0, Other eligibles considered: Only eligible on the list who could be considered for this position.

Previous incumbent, Alfonso Martinez (temp) Services terminated, Close of October 31,1918.

Reason, Resigned.

Members of family in Government Service, None.

Quarters are provided by the Government.

Remarks:

William M.Gross, first on the register, wishes consideration only for Georgetown Lt.Sta., or Winyah Bay Lights, S.C.

Daniel C.Boyd, second on the register, wishes consideration only for Cape Fear Lt.Sta., N.C

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

For and in the absence of the Superintendent of Lighthouses,

T. H. Gregg,
First Assistant Superintendent.

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

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

November 6, 1918.

Mr. Guthrie Phelps,
Southport, N.C.

Sir:

You have been nominated as Second Assistant Keeper at St. Augustine Light Station, Fla., at a salary of $456.00 per annum, base, effective on or about November 16, 1918.

You will be later directed when to report to the keeper of the station for duty. You will have to pay your own traveling expenses to St.Augustine Light Station, but please hold yourself in readiness to proceed to said station when directed by this office to do so.

Acknowledge this letter stating that you will be ready to report when directed. An acknowledgment of this letter is desired at an early date.

Respectfully,
For and in the absence of the Superintendent of Lt.Houses,

T. H. Gregg,
First Asst.Supt.

- -

Copy for Keeper of St. Augustine Light Station, for his information and files.

For and in the absence of the Supt.of Lt.Houses.

T. H. Gregg,

First Asst. Supt.