'26 JUL 14 AM10:16:03

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

Date: 07/24/2026

REQUESTER INFORMATION

Name (Please Print – Last, First, Middle)	Researcher ID Card Number
Burns, Andrew	4563213
E-Mail Address:	**Phone Number:**
afbfg4@umsl.edu	636-415-7353

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
Schlatzer (Schlaetzer), Theodore		1854 Germany

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:

State of Residence (upon entry into service):

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

Researcher Signature: Andrew Burns

CIVILIAN SERVICE

(Agency & Location)		
Lighthouse Service (MD/VA) 5th District		
From: 1900	To: 1924	
(Agency & Location)		
From:	To:	
(Agency & Location)		
From:	To:	

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

This Space Intentionally Left Blank

STAFF USE ONLY

Appointment Time and Date:

Additional Researchers: ☐ Yes ☐ No

CMRS Service Request Number: C-000779817

Attendant Signature:

CMRS Search Request Number(s): Submitted to Arch Search 7/15/26 RH

Remarks: Soundex: S432

'26 JUL 21 PM12:58

SCREENING NOTES

☑ Reviewed and Nothing Removed CMM ☐ 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:

CROSS REFERENCE

SEE FILE--464/16/D#1

NAME Schlastrer, Theodore POSITION Keeper

BUREAU BUREAU OF LIGHTHOUSES STATION 5th Dist.

CIRCULAR #11----9/15/23

BASE PAY	Bonus	Total	Allowances Items	Allowances Value	Allowances Aggregate	As Classified for estimate purposes Service	Grade	Pay	Recommendations regarding differential from standard rates: Is differential recommended	Amt. per annum to be Added	Amt. per annum to be Subtracted
960	240	1200	CR	164.25	1364.25	LHS	5	1380	Yes	60	

CIRCULAR #13----11/13/23

approv-1440

GRADE RECOMMENDED 6

RANGE OF COMPENSATION RECOMMENDED FROM $1440 TO $1680

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 Uniform; annual cost, $Est. $20.

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

WATER STATION

1. Operating fourth order light and bell fog signal.
2. Keeping the station painted and clean.
3. Keeping the machinery and small boats in order.
4. Keeping station records and preparing reports.
5. Going for mail and provisions.
6. Observing aids to navigation and conditions of weather.
7. Preparing meals and keeping rooms clean.

*This employee is located at a Water Station and allowances marked X do not apply to his family who must live ashore.

L CLASSIFICATION BOARD FORM NO. 1
filled out in accordance with detailed instruction sheet, Form No. 2)

Sheet No. 114
2—12758

DO NOT WRITE IN THIS SPACE			
	a		
	b		
	c		
	d		

1. Schaetzer (Surname) Theodore (Given name) ------ (Initial)
2. Department ~~Department of Commerce~~ Commerce
3. Bureau Lighthouse
4. Field Service Lighthouse
5. (a) Field Station Fifth Lighthouse District
   (b) Subdivision Seven Foot Knoll L.S.
   (c) City or town ____ State Md.
6. Pay-roll title Light Keeper
7. Customary office title Keeper

8. (a) Number of regular working hours of the position, per day Avg. about 15; per week 105
   (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 1/2 of time from sunset to sunrise m.
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 $ 960. per annum; bonus, $240. per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ 960. per annum; bonus, $240. per annum.
13. If the employee receives overtime pay, state the rate None
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 $164.25 45¢ per diem commutation of rations.
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 Uniform; annual cost, $ Est. $20.
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

WATER STATION

1. Operating fourth order light and bell fog signal.
2. Keeping the station painted and clean.
3. Keeping the machinery and small boats in order.
4. Keeping station records and preparing reports.
5. Going for mail and provisions.
6. Observing aids to navigation and conditions of weather.
7. Preparing meals and keeping rooms clean.

*This employee is located at a Water Station and allowances marked X do not apply to his family who must live ashore.

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

Keeper is in full charge of station and is largely governed in the performance of his duties by letters from the District office and by a book of Instructions to Employees. Frequently placed on his own responsibility saving life and property under stress of weather. Stations are usually in isolated localities where the personnel must act in emergency without reference to superior officers.

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

This employee ranks first at this station and he regularly has one employee under him.

21. How long have the employee's duties been substantially as described above? Since December 1, 1921.

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

May 25, (Date), 1923. H. D. King (Signature of Preparing Officer) Supt. of Lighthouses (Title)

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

.....
(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 .....

.....

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. exclusive of allowances mentioned in Question 18.

May 25, (Date), 1923. H. D. King (Signature of head of field office or station) Supt. of Lighthouses (Title)

GOVERNMENT PRINTING OFFICE 2—12758

Theodore Schlatzer

STATE FROM WHICH APPOINTED
Md.

INACTIVE

Theodore Schlatzer

STATUS

DESIGNATION	SALARY	OFFICE, BUREAU, OR DIVISION	DATE APPOINTED
Asst. Kpr. Severn Post Knoll Md	40 mo	L.H.	Oct 6. 1909
" " Ragged Pt. L.S. Md	$480. p.a.	"	Oct. 16, 1910
Keeper, Fort Carroll L.S. Md	$552.	"	Oct. 12, 1914.
" " " " "	576	"	June 1. 1918
" Increases "	900	"	Nov 1, 1918.
" Severn Post Knoll L.S. Md	960	"	Dec. 1, 1921.
Retired Close Jan 29, 1924 629.44 p.a.			
Died October 15, 1931.		INACTIVE	

11—1248

Form 73 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

DIVISION OF APPOINTMENTS RECEIVED OCT 20 1909 DEPT OF COMMERCE AND LABOR

Office of the Inspector, 5th L. H. Dist.,

Baltimore, Md.,

The Light-House Board,

Washington, D. C.

OFFICE OF THE CHIEF CLERK RECEIVED OCT 20 1909 DEPT OF COMMERCE AND LABOR

October 13, 1909.
(Date)

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

of (2) Theodore Schlatzer of (3) Maryland
(Name of person—letter for letter—as reported to Board) (State of legal residence)

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

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

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

at (8) Seven-Foot Knoll Light-Station, Md., at
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)

(9) $40. a month, effective beginning (10) October 6, 1909 (the date
(Salary recommended)

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

in the place of (11) Clarence F. Cockrell
(State name of *last* person holding position)

who (12) has been recommended for transfer on (13) October 5, 1909.
(Died, transferred, resigned, dismissed, etc.) (Last day of service)

Mr. (14) Schlatzer stands No. (15) 1 in list of eligibles,

Class (16) V, with an average of (17) 93.00 per cent, and

was considered with (18) Wm. T. Brooks and James O. Casey.

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

Respectfully,

Robt. D. Russell

Commander, U. S. N., Inspector, 5th Light House Dist

OFFICE OF THE CHIEF CLERK FORWARDED OCT 20 1909 TO APPOINTMENTS DEPT OF COMMERCE AND LABOR

BTD 12651

Department of Commerce and Labor

LIGHT-HOUSE BOARD

October 19, 1909.

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

W. B. Caperton

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

DIVISION OF APPOINTMENTS RECEIVED OCT 23 1909 DEPT OF COMMERCE AND LABOR

10-20-09
10-25-09

11—2314

PROBATIONARY APPOINTMENT—PRIOR DATE

12651

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

October 25, 1909.

Mr. Theodore Schlatzer, of Maryland, having qualified under the civil-service regulations, is hereby appointed Assistant Keeper of Seven-Foot Knoll Light-Station, Md., in the Light-House Service, with compensation at the rate of Forty dollars per month, for a probationary period of six months, effective beginning October 6, 1909, he having entered upon duty on that date and since continuously served in the above-mentioned position. (vice Clarence F. Cockrell.)

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

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

CARDED.

RECEIVED OCT 26 1909 TREASURY DEPT. OF COMMERCE AND LABOR

Acting Secretary.

CHANGE REPORTED OCT 27 1909 C. S. COMMISSION.

11—1573

The Light-House Board.

Le
D

Form 111

OFFICE OF THE CHIEF CLERK
RECEIVED
DEC 15 1909
DEPT OF COMMERCE AND LABOR

OATH OF OFFICE

(PRESCRIBED BY SECTION 1757, REVISED STATUTES)

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

LIGHT HOUSE BOARD
DEC 13 1909
NO. 12657
Enclosure

I, Theodore Schlatzer

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

Theodore Schlatzer
(Appointee signs here.)

[b] Sworn (See below.) and subscribed before me, this 7th day of December, A. D. 190 9

(Affix official seal here.)

(Name:) Lucian L. Gilbert

(Official title:) JUSTICE OF THE PEACE.

Official Title.	Pay.	Name of Station.	State or Country in which born.	State or Territory from which last appointed.
Assistant Keeper,	$40. month	Seven-Foot Knoll L't-St'n, Md.	Germany	Md.

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

Office of the Inspector 5th, Light-House District,

Baltimore, Md. (Address.), December 11, 1909. (Date.)

OFFICE OF THE CHIEF CLERK
FORWARDED
DEC 15 1909
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR

The above-named appointee entered upon duty on October 6, 1909. (Date.)

(Signed:) H Rich Otwyn

Lieut. Commander, U. S. N., Inspector, 6th Light House Dist

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

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

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

NOTE CAREFULLY.

RECEIVED
DEC 15 1909
DEPT OF COMMERCE AND LABOR

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

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

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

Ent'd DEC 14 1909
CARDED

OFFICE OF THE CHIEF CLERK
RECEIVED
DEC 16 1909
DEPT OF COMMERCE AND LABOR

LIGHT HOUSE BOARD
DEC 13 1909
NO. 12651
Enclosure

PERSONAL QUESTION SHEET

Department of Commerce and Labor

OFFICE OF THE SECRETARY

Washington

May 15, 1909.

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

For the purpose of enabling the Department to maintain a complete record of its officers and employees, you are requested to have every person hereafter appointed or employed in your Bureau, immediately upon his entrance on duty, answer each of the questions in Part I of this form and sign the same. The information given in Part I should be reviewed and approved in accordance with instructions. The information in Part II should be supplied as indicated and the form forwarded to the Department.

Charles Nagel
Secretary.

OFFICE OF THE CHIEF CLERK
FORWARDED
DEC 16 1909
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR.

PART I.

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

DIVISION OF APPOINTMENTS
RECEIVED
DEC 17 1909
DEPT OF COMMERCE AND LABOR

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

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

3. What is your present legal (voting) residence? (Give city or town, State or Territory, county, and Congressional district.)
Baltimore (City or town.) Maryland (State or Territory.) ____ (County.) Third (Congressional district.)

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

5. Where were you born? Germany

6. When were you born? January (Month.) 30 (Day.) 1854 (Year.)

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

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

Mrs Minnie Schlatzer 411. S Collington ave
Name. Number and street.

Baltimore Maryland
City or town. State or Territory.

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

Name.	Relationship.	Department.	Bureau or Service.	Position.
None				

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

Civil Service examination for Keeper or Asst. Keeper
~~Transferred from Tender Holly, Coal passer, $30.00~~

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

Have lost sight of right eye whilst in discharge of duty on board Tender Violet, April 1902

12. 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.
None					

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

None

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

Regiment and company, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
No			

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

Regiment and company, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
No			

16. 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 12, 13, 14, and 15.)

Fireman and Coal passer

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

Public School

18. 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").

None

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

None

20. 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

21. State the date upon which the above blanks were filled. December 6th, 1909

(Signature) Theodore Schlatzer Jr

Witness:

Theodore A. Schlatzer Jr

In case signature is by mark.

P. O. Address: 711 S. Collington ave

City or Town.

Baltimore

Number and street.

Maryland

State or Territory.

(Where the appointee is to be employed outside of the District of Columbia the information given in Part I should be reviewed and approved by the officer in immediate charge before forwarding to the Bureau. Where he is to be employed in the District of Columbia, Part I should be reviewed and approved by the officer who executes Part II.)

Reviewed, approved, and forwarded December 11, 1909.

(Signature)

(Official title) Lieut. Commander, U. S. N. Inspector, 5th Dist.

11—1434

PART II.

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

---

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

Light-House Service (Bureau or Service.) Seven-Foot Knoll Light-Station, Md. (Place (city, town, station, or vessel.)) Fifth (District.)

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

3. State the date of appointment. October 25, 1909.

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

October 6, 1909.

5. State the date of the oath. December 7, 1909.

6. State the date the employee entered on duty. October 6, 1909.

7. What is his salary? $40. a month.

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

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

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

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

By probationary appointment after examination for Keeper or Asst.Keeper,L.H.S.

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

13. When the legal residence given in answer to question 3, Part I, differs from that given in the certificate of appointment, the discrepancy should be explained.

Reviewed, approved, and forwarded to the Department.

(Signature) W. D. Calverton

(Official title) Captain, U. S. N., Naval Secretary.

Date: December 14, 1909., 19

11—1434

Form 73 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

Department of Commerce and Labor
LIGHT-HOUSE ESTABLISHMENT

APPOINTMENT DIVISION RECEIVED OCT 10 1910 DEPT OF COMMERCE AND LABOR

Office of Inspector, 5th L.H. District,
Baltimore, Md.,
October 7, 1910.

COMMISSIONER, BUREAU OF LIGHT-HOUSES,
The Light-House Board,
Washington, D. C.

OFFICE OF THE CHIEF CLERK RECEIVED OCT 10 1910 DEPT OF COMMERCE AND LABOR

Sirs: I have the honor to recommend the (1) transfer (Probationary appointment, transfer, promotion, etc.)
of (2) Theodore Schlatzer (Name of person—letter for letter—as reported to Board) Ef. not reported of (3) Maryland (State of legal residence)
from (4) Assistant Keeper (Official title of present position, as Keeper, First Assistant Keeper, etc.)
at (5) Seven-Foot Knoll Light-Station, Md., (Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
at (6) $40. a month (Salary now paid) to (7) Assistant Keeper (Official title of position, as Keeper, First Assistant Keeper, etc.)
at (8) Ragged Point Light-Station, Md., (Official name of aid, as given in Light List, as Absecon Light-Station, N. J.) at
(9) $480. per an, (Salary recommended) effective beginning (10) October 16,1910. ~~(the date of his entrance on duty)~~ (or as soon thereafter as he enters on duty)
(Strike out the clause not appropriate)
in the place of (11) James O. Casey. (State name of *last* person holding position) DISMISSED 16 OREOD
who (12) has been recommended for transfer on (13) October 15, 1910. (Died, transferred, resigned, dismissed, etc.) (Last day of service)
~~Mr. (14) stands No. (15) in list of eligibles,~~
~~Class (16), with an average of (17) per cent, and~~
This recommendation is made at the request of Mr. Schlatzer.
~~was considered with (18)~~
~~(19) letters of declination of herewith.~~

Respectfully,

J P de Steiguer
Commander, U. S. N., Inspector, 5th Light House Dist.

JCR. 10-10-10

Department of Commerce and Labor
BUREAU OF LIGHT-HOUSES
LIGHT-HOUSE BOARD

OCT 8 - 1910, 19

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

DIVISION OF APPOINTMENTS RECEIVED OCT 10 1910 DEPT OF COMMERCE AND LABOR

OFFICE OF THE CHIEF CLERK FORWARDED OCT 10 1910 10 APPOINTMENTS DEPT OF COMMERCE AND LABOR

G T Preston
Commissioner
HRB

11—2314

GENERAL APPOINTMENT

Department of Commerce and Labor
OFFICE OF THE CHIEF CLERK
Washington

October 10, 1910.

Sir:

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

Assistant Keeper of Ragged Point Light Station, Maryland,

in the Light-House Service,

at a salary of Four Hundred and Eighty dollars per annum,

effective beginning October 15, 1910, or as soon thereafter

as you enter upon duty in the above-mentioned position.

(Vice James O. Casey.)

(By transfer from Assistant Keeper of Seven-foot Knoll Light-Station, Maryland, at $4[illegible] per month.)

By direction of the Secretary:

CARDELL.

CHANG. REPORTED
OCT - 1910
C. S. COMMISSION.

APPOINTMENT DIVISION
REPORTED
OCT 11 1910
TO DISBURSING CLERK
DEPT. OF COMMERCE AND LABOR

Respectfully,

Acting Chief Clerk.

Mr. Theodore Bohlayer,

Through the Commissioner of Light-Houses.

Appropriation [illegible]

D

Form 111

OATH OF OFFICE

(PRESCRIBED BY SECTION 1757, REVISED STATUTES)

BUREAU OF LIGHT-HOUSES
OCT 22 1910
DEPT OF COMMERCE AND LABOR.

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

I, Theodore Schlatzer

do solemnly [a] Sworn (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.

Theodore Schlatzer
(Appointee signs here.)

[b] Sworn (See below.) and subscribed before me, this 15th day of October, A. D. 1910

(Affix official seal here.)

(Name:) J. Wm. Sheffer
(Official title:) Notary Public

Official Title.	Pay.	Name of Station.	State or Country in which born.	State or Territory from which last appointed.
Assistant Keeper	$480. per an.	Ragged Point L't-Station, Md.	Germany	Maryland

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

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

Office of the Inspector 5th Light-House District,

Baltimore, Md. (Address.), October 20, 1910. (Date.)

The above-named appointee entered upon duty on October 16, 1910. (Date.)

CARDED

(Signed:) H Schlatzer
Commander, U. S. N., Inspector, 5th Light House Dist

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

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

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

RECEIVED
OCT 25 1910
DEPT OF COMMERCE AND LABOR

NOTE CAREFULLY.

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

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

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

Entd OCT 24 1910

READ THE INSTRUCTIONS ON PAGE 3

Department of Commerce and Labor

EFFICIENCY REPORT

MAY 13 1911

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

1. Name Theodore Schlatzer 2. Age 57 (Last birthday.)

3. Bureau Lighthouse Service. 4. Position Assistant Keeper.

5. Compensation $480. per an. 6. Where employed Ragged Point Light, Md.

7. When appointed (*a*) Oct. 25, 1909 8. How appointed (*b*) Through Civil Service examination.

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

10. Is the employee an honorably discharged soldier or sailor? No.

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

12. Other Government service Served as fireman on lighthouse tenders.

13. Duties (describe fully) Assists in care and maintenance of station.

14. Has the employee special qualifications? No. If so, state them

15. Efficiency (*d*):

	Averages.	Relative weights.	Products of averages multiplied by weights.
Quantity of work	90	2	180 00
Quality of work	85	3	255 00
Interest manifested in work (see also Question 17)	100	3	300 00
Attendance	100	2	200 00
Total		10	935 00
Average percentage			93 50

DIVISION OF APPOINTMENTS RECEIVED JUN 21 1911 DEPT OF COMMERCE AND LABOR

11—4259

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

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

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

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

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

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

20. Remarks: (*e*)

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

W. L. Steiner

Commander, U. S. N. Inspector, 8th Dist.

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

G. R. Putnam

Chief of Bureau or Office.

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT SEP 24 1914 HOUSES

REOM. OFFICE OF LIGHTHOUSE INSPECTOR, 5th DISTRICT,

Baltimore, Md., Sept. 23, 1914
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

CHIEF CLERK SEP 25 1914

Action recommended, Promotion

APPOINTMENT DIVISION APPOINTMENT WRITTEN SEP 25 1914 DEPT OF COMMERCE

Name, Theodore Schlatzer 93.5% Legal residence, Maryland

Position, Keeper Salary, $552. per an.

Location, Fort Carroll L. S., Md. Appropriation, Salaries, Keepers of Lighthouses,

Effective Oct. 1, 1914 ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

APPOINTMENTS SEP 25 1914 10.45

Former position, Asst. Keeper Former salary, ~~$480. per an.~~

Location, Ragged Point L. S., Md.

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

Previous incumbent, William K. Slacum Services terminated, to upon qualification of successor.

Reason, Resignation - date to be reported

Relatives in Government Service, None

Remarks: Mr. Schlatzer has been in the lighthouse service of this District for about 18 years. He served as fireman on tenders Violet and Holly for about 11 years. He is entitled to this promotion by reason of his length of service and relative efficiency. He has applied for this transfer which would bring him closer to his family who live in Baltimore, Md.

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

, 191

Secretary, Civil Service District.

Inspector.

9/28/14 MWH

BUREAU OF LIGHTHOUSES
WASHINGTON

SEP 24 1914

Submitted to the Secretary of Commerce, approved.

Acting Commissioner

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

11—2-14

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

September 25, 1914.

Mr. Theodore Schlatzer,

Through the Commissioner of Lighthouses.

Sir:

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

Keeper

in the Lighthouse Service

at a salary of Five Hundred and Fifty-two dollars per annum,

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

(By transfer from assistant keeper at $480 per annum.)

APPOINTMENT DIVISION ENTERED SEP 25 1914 ON JOURNAL DEPT OF COMMERCE

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

C Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: William K. Slacum.

Legal Residence: Maryland.

CHANGE REPORTED OCT 1914 U. S. COMMISSION.

11—3692

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

Department of Commerce and Labor

LIGHTHOUSE SERVICE

LIGHT OCT 15 1914 HOUSES

CHIEF CLERK OCT 16 1914

APPOINTMENT OCT 13 1914

I, Theodore Schlatzer

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.

Theodore Schlatzer
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this[3] 9th day of October, A. D. 1914

(Affix official seal here)

[4] (Name) Simon L. Filbert

(Official title) NOTARY PUBLIC.

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present Keeper	$552. per an.	Fort Carroll L.S., Md.
Former[5] Asst. Keeper	$480. " "	Ragged Point L.S., Md.

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

REOM

Office of Lighthouse Inspector, 5th District

Baltimore, Md., (Address) Oct. 14, 1914 (Date)

CARDED.

The above-named appointee entered upon duty on Oct. 12, 1914 (Date)

In the absence and by direction of the Inspector,

Ray L Hausman
(Signature, followed by title) SUPT., LHS.

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

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

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

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

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

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

11—944

entd

USE TYPEWRITER—SEE INSTRUCTIONS ON BACK.

UNITED STATES
BUREAU OF EFFICIENCY.
FORM 8.

DEPARTMENT OF COMMERCE
BUREAU OF THE CENSUS.
8—4789-2

MAKE NO ENTRIES IN THIS COLUMN.

LIGHT
OCT 30 1916
HOUSES

RECORD OF CIVIL EMPLOYEE.

JULY 1, 1916.

1. Name: (Surname first. Given name in full. For women write Miss or Mrs. before given name.)

Schlatzer, Theodore

2. Department:

Commerce

3. Bureau, office, or service:

Lighthouse Service, 5th Dist.

4. Designation of position:

Keeper

5. Occupation (if not clearly shown by answer to question 4):

6. Annual earnings:

$552.

7. Kind of appropriation:

LS

8. Present rate of pay:

$ AS

9. Initial rate of pay:

$ 480. p.a.

10. Total length of service (give the total of ALL U. S. GOVT. SERVICE with the exceptions stated on the back of this card)—

Substitute— Years:	Substitute— Months:	Regular— Years:	Regular— Months:
		20	8

11. State, Territory, or foreign country of birth (do not give town):

Germany

12. Race:

W

13. Sex:

Male

14. Date of birth—

Month: January

Year: 1854

15. Kinds of schools attended, years attended, and degrees taken:

E7

16. Marital condition:

M

17. War veteran?

No

18. Appointed from—

Congressional district and State: 3 Maryland

County: None

19. Civil service status:

C

20. Method by which classified status was obtained:

CE

21. Place of employment—

City: Baltimore

State: Maryland

DO NOT FOLD THIS CARD.

11—5869

McC-HFC
I inclosure.
Keepers, Drum Point and
Fort Carroll L.S.,Md., pay.

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

May 29, 1918.

CHIEF CLERK

1918 MAY 31 AM 10 32

APPOINTMENTS

Secretary of Commerce:

Referring to Department letter of April 22, 1918, in regard to the appointment of William Yeatman as Keeper of Drum Point Light Station, at $576 per annum, etc.

1918 MAY 31 AM 11 21

The Bureau incloses copy of the report from the Fifth Inspector, dated April 27, 1918, in the matter and, for the reasons stated by the Inspector, recommends that the base pay of the position of Keeper, Drum Point Light Station, Md., be changed from $575 to $576 per annum, and that William Yeatman be given an appointment at said station at $576 per annum, as recommended in nomination submitted to the Department on April 18, 1918.

It is also recommended that the base pay of position of Keeper at Fort Carroll Light Station, Md., be increased from $552 to $576 per annum, this station being almost identical in its requirements and conditions with Drum Point Light Station. (Thomas Schlatzer - keeper)

It is further recommended that the incumbent of this position be given notice of corresponding increase in his pay.

Approved: 1918 MAY 31 PM 4 53

E. F. Sweet
Assistant Secretary.

1918 MAY 29 PM 3 16

S. Hemway
Acting Commissioner

5-31-18 C/ R

1918 JUN 1 AM 10 22

APPOINTMENTS

COPY

DEPARTMENT OF COMMERCE
Lighthouse Service

Office of Inspector, 5th District
Baltimore, Md.

HDK-REOM

April 27, 1918.

Returned to the Commissioner of Lighthouses. The submission of nomination of William Yeatman for appointment as keeper at Drum Point Light Station, Md., at $576. per an. was in fact due to an oversight and the Department's letter of April 22 properly draws attention to this fact.

I desire, however, to invite attention to the fact that Bureau Circular No. 142 of Nov. 8, 1915, proposed an increase in the base pay of this position to $600. per an., which proposal was not, however, effected pursuant to recommendation from this Office. However, I do now recommend that the authorized base pay of this station be increased from $552. to $576. per an., and that the nomination as submitted be approved.

It is further recommended, moreover, that the authorized base pay of the position of Keeper, Fort Carroll Light Station, Md., be increased similarly, from $552. to $576. per an., this station being almost identical in its requirements and conditions with Drum Point.

(signed) KING

Lighthouse Inspector.

June 1, 1918.

Mr. Theodore Schlatzer,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $552 per annum to $576 per annum, effective June 1, 1918.

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.

C
R

ORDERED.

APPOINTMENT DIVISION ENTERED JUN 3 - 1918 ON JOURNAL DEPARTMENT OF COMMERCE

NOTICE OF CHANGE IN SALARY
KEEPERS -- LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON November 13, 1918.

Mr. Theodore Schlatzer,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $76 per annum to $900 per annum, effective November 1, 1918. (The above rate of pay includes longevity pay of $60.)

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.

CARDED

THE CARDS OF THIS ACTION ARE
LETTER DATED 10/17/18
IN FILE OF 109575

APPOINTMENT DIVISION
RECEIVED
NOV 15 1918

F
Ho

Form 73

NOMINATION

MEM

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE ~~INSPECTOR~~ Supt. 5th DISTRICT.

Baltimore, Md. (City.), November 7, 1921 (Date.), 191

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer

Name, Theodore Schlatzer — Legal residence, Md.

Position, Keeper — Salary, $ 960. (including longevity)

Location, Seven Foot Knoll Light Station, Md. — Appropriation, Salaries, Keepers of Lighthouses.

Effective December 1, 1921 — ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Keeper — Former salary, $900. Per S. (Incl. longv.)

Location, Fort Carroll L.S., Md.

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

Previous incumbent, James W. Simpson — Services terminated, Close of Nov. 7, 1921

Reason, Transferred to Old Plantation Flats L.S.

Members of family in Government Service, None

Remarks: Fort Carroll L.S. will be changed to AGA apparatus effective Dec. 1, 1921 and no keeper will be needed., Vacancy exists at Seven Foot Knoll L.S., in which the present Keeper at Fort Carroll can fill. Form 80, dated Nov. 8/21 forwarded

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

11/12/21

Secretary, Civil Service District.

H. D. King

Superintendent of Lighthouses.

CHIEF CLERK 1921 NOV 10 PM 3 48

DEPARTMENT OF COMMERCE NOV 12 1921 APPOINTMENT DIVISION.

DEPARTMENT OF COMMERCE NOV 12 1921 ACTION TAKEN

LIGHTHOUSES 1921 NOV 9 AM

BUREAU OF LIGHTHOUSES

WASHINGTON NOV 9 1921

EK

Submitted to the Secretary of Commerce, approved.

J. S. CONWAY

Acting Commissioner of Lighthouses.

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

11—2314

NOTICE OF CHANGE IN SALARY
KEEPERS--LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

November 12, 1921.

r. Theodore Schlatzer,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $900 per annum to $960 per annum, effective December 1, 1921, or as soon thereafter as you enter on duty, (including $60 per annum longevity pay).

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,

CARDED

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED NOV 14 1921 ON JOURNAL DEPARTMENT OF COMMERCE

P
C
5th

U. S. REPORT DATA ENTERED

Cross reference.

January 12, 1922, The Bureau of Lighthouses advises the Department of the date of effect of the following Change:

Name	Salary	Effective date of Change
Theo. Schlatzer	$960 pa.	December 1, 1921.

See file John E. Stubbs

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.
IGA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT HOUSES

1923 MAR 1 AM 11

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
BALTIMORE, MD.

February 28, 1923.

CHIEF CLERK

DEPARTMENT OF COMMERCE
MAR 2 1923
APPOINTMENT DIVISION.

1923 MAR 1 PM 4 30

Commissioner of Lighthouses,
Washington, D. C.

Subject: Leave without pay, Theo. Schlatzer, Kpr. Seven Foot Knoll L. S.
Reference: Letter from this office dated January 16, 1923.

1. The Bureau is advised that Mr. Schlatzer's leave without pay has been extended to April 4, 1923, as he has not recovered his strength sufficiently to return to duty.

H. D. King

Superintendent of Lighthouses.

Bureau of Lighthouses, Washington
MAR 1 - 1923

Submitted to Secretary of Commerce for his information.

H. B. BOWERMAN
Acting Commissioner

File

LIGHTHOUSES

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1923 MAR 19 AM 9 16

ICA

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
BALTIMORE, MD.

March 17, 1923.

CHIEF CLERK

5

1923 MAR 19 PM 4 48

DEPARTMENT OF COMMERCE
MAR 1923
APPOINTMENT DIVISION

Commissioner of Lighthouses,
Washington, D. C.

Subject: Return to duty, Theo. Schlaetzer, Keeper, 7 Ft. Knoll L. S., Md.

1. The Bureau is advised that Mr. Schlaetzer returned to duty on March 13, 1923, after having been on leave without pay since January 4, 1923.

W. D. King
Superintendent of Lighthouses

Bureau of Lighthouses, Washington

MAR 19 1923
Submitted to Secretary of Commerce for his information.

J. S. CONWAY
Acting Commissioner

In connection with this retirement please attach memo to Supt. calling attention to the discrepancy in retirement pay and the fact that it is based on pay for last five years of actual service exclusive of leave w.o.p.

Dept. of Commerce
Lighthouse Service

APPLICATION FOR RETIREMENT

Name Theodore Schlatzer Date of Birth January 30, 1854 Rating Keeper

LIGHTHOUSES

Service Record Showing Character and Continuity of Service:-

Rating	From	To	Period of Service			Remarks
						23 DEC 29 AM 8 51
Fireman	Sept. 1,1896	Sept. 30,1905	9	1	0	
Coal Passer	Oct. 1,1905	Oct. 24,1909	4	0	24	
Asst. Keeper	Oct. 25,1909	Oct. 11,1914	4	11	17	
Keeper	Oct. 12,1914	Jan. 29,1924	9	3	18	
			27	4	29	

CHIEF CLERK
1924 JAN 2 AM 10 01
DEPARTMENT OF COMMERCE
DEPARTMENT OF COMMERCE 1924
JAN 5
APPOINTMENT DIVISION

Pay during five service years preceding proposed date of retirement not including ration allowance nor any additional bonus.

From	To	Yrs.	Mos.	Days	Rate p.a.	Amount paid
~~Oct 8- 1918~~	~~Oct 31,1918~~	~~0~~ 3	~~10~~ 1	~~24~~ 10	~~576.00~~ $900.00	~~$2552.50~~ 2775
~~Jan. 30, 1919~~ 200 1/18	Nov. 30, 1921					
Dec. 1, 1921	Jan. 3, 1923	1	1	3	960.00	1048.00
Jan. 4, 1923	Mar. 12, 1923	0	2	9	Leave W.P.	-------
Mar. 13, 1923	Dec. 16, 1923	0	9	4	960.00	730.67
Dec. 17, 1923	Jan. 29, 1924	0	1	13	Leave W.P.	-------
		5	0	0	5	~~$4331.17~~ 4592.07
On leave without pay from Jan. 4, 1923, to Mar. 12, 1923, and from Dec. 17, 1923, to Jan. 29, 1924.			Average pay for 5 years			~~$ 866.23~~ 918.414

Average for last five service years: $ ~~866.23~~ 918.414 x 27.414 /40 = $ ~~595.67~~ 629.44

Superintendent of Lighthouses, Baltimore, Md.

I desire to make formal application for retirement from active duty in the Lighthouse Service from ~~January 30 1924~~, as per service shown above.

Dated ~~Dec. 28, 1923~~ 192 , Name ← ← ← Rating ← ← ←

Office of Superintendent of Lighthouses,
Baltimore, Md., December 28, 1924.

Forwarded to Commissioner of Lighthouses recommending retirement at $ ~~595.67~~ 629.44 per annum beginning January 30, 1924. The above record of service and pay is certified correct as shown by files of this office.

H. D. King
Superintendent of Lighthouses

Bureau of Lighthouses
Washington, D.C.

DEC 31 1923

APPROVED: Submitted to the Secretary of Commerce, recommending approval.

J. S. CONWAY
Acting Commissioner of Lighthouses.

ACTING SECRETARY OF COMMERCE

January 7, 1924.

Commissioner of Lighthouses:

Referring to the attached notice of retirement in the case of Mr. Theodore Schlatzer, the Department invites attention to the fact that he has been given $629.44 per annum retired pay instead of $593.67 per annum as recommended by the Superintendent. This discrepancy was caused by the fact that the Superintendent included in his computation periods of leave without pay during the last five years of service, whereas the computation should be based on the last five years of actual service, exclusive of leave without pay.

By direction of the Secretary:

[redacted]

Acting Chief of Appointment Division.

Inclosure 378
C
G

January 7, 1924..

Mr. Theodore Schlatzer,
Through the Commissioner of Lighthouses.

Sir:

The Department, upon recommendation of the Acting Commissioner of Lighthouses and in accordance with the provisions of section 6 of the Act approved June 20, 1918, has retired you from active duty in the Lighthouse Service (Fifth District), with retired pay at the rate of $629.44 per annum, to take effect at the close of business on January 29, 1924.

By direction of the Secretary:

Respectfully,

CARDED

EDW. J. GARDNER

Acting Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED JAN 7 1924 ON JOURNAL DEPARTMENT OF COMMERCE

C
C

Form 93

NOTICE OF ~~RESIGNATION OR~~ DEATH

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT,

October 23, 1931

COMMISSIONER OF LIGHTHOUSES:

Herewith is ~~his resignation~~ Notice of Death of the following-named employee:

Name, Theodore Schlatzer — Position, Keeper, (Retired)

Legal residence, Maryland — Station, Seven Foot Knoll Light Station, Md.

Salary, $629.44 per annum

~~The acceptance of this resignation is recommended effective at the close of~~

~~This employee has taken leave in excess of the amount due~~

Remarks:

This office was today notified by Mrs. Schlatzer of her husband's death, which occurred on October 15, 1931.

22 yrs service

10-27-31

APPOINTMENT DIVISION
ENTERED ON JOURNAL
OCT 24 1931
SHEET NO. 3166
DEPARTMENT OF COMMERCE

L. M. Hopkins
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

OCT 26 1931
CARDED

Submitted to the Secretary of Commerce, 11—4623

Submitted to Secretary of Commerce for his information.

For the Commissioner,

R J Gross
Chief, Personnel Division

DEPARTMENT OF COMMERCE
OCT 27 1931
APPOINTMENT DIVISION
CLERK

1931 OCT 27 AM 11 05

DISTRIBUTED
1931 OCT 24 AM 9 20