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

Date: 10/22/2024

REQUESTER INFORMATION

Name (Please Print – Last, First, Middle)	Researcher ID Card Number
Anderson, Kraig	
E-Mail Address:	**Phone Number:**
kraiga@gmail.com	858-357-5100

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
Singleton, Joseph, N		1879 MI

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: 1964 MI

State of Residence (upon entry into service):

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

CIVILIAN SERVICE

(Agency & Location)		
Lighthouse Service (MI)		
From: 1909	To: 1940	
(Agency & Location)		
From:	To:	
(Agency & Location)		
From:	To:	

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

Researcher Signature: Kraig Anderson

This Space Intentionally Left Blank

STAFF USE ONLY

Appointment Time and Date:

Additional Researchers: ☐ Yes ☐ No

CMRS Service Request Number: 2-301624443804

Attendant Signature:

CMRS Search Request Number(s):

Remarks: Submitted to Arch Search 10/25/24 KH
Soundex: S524

'24 NOV 7 PM 12:52:41

SCREENING NOTES

☑ Reviewed and Nothing Removed

☐ 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

10/14/1880

Employee Name: SINGLETON, JOSEPH N. **DOB:** 1/1/1879, MI

SOUNDEX: S524

Records checked:

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

AND

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

If Negative:

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

If Negative:

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

Notes: DOS: 1909-1940; DOD: 1/1/1964, MI; LIGHTHOUSE SERVICE, MI

2460

APPLICANT OR EMPLOYEE MUST FILL THE FOLLOWING

Name (in full) Joseph Noah Singleton Sex male

Present address 315 West Helen St. Newberry, Mich. Date of birth Oct 14th 1880

Give below all places of residence during the past FIVE years

From-- (Month and year)	To-- Month and year)	Number and Street	City and State
10-1934	10-1939.	315 West Helen St.	Newberry, Mich.

Give, in your own handwriting, the information requested below

Have you ever been arrested for any reason whatsoever? no

If so, give details in space provided below. (Yes or no)

Date of Arrest	Age	Charge	Court and Location	Judge	Disposition

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

Have you ever been fingerprinted? yes Where? Sheriffs Office, Newberry,

When? March 13th 1939. If for the Civil Service, what position? no

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

U. S. COAST GUARD

Joseph Singleton.
Customary payroll signature of employee

Subscribed and sworn to before me this 13 day of October 1939

Elizabeth Hall
Notary Public

My commission expires Jan 10-1942

RESPONSE LETTER

RE: Singleton, Joseph dob: 10-14-1880 | SOCIAL SECURITY NUMBER

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

☒ The attached material is furnished in response to your request. official personnel folder copies.

☐ Your request did not specify a particular Standard Form 50, Notification of Personnel Action. We have attached a copy of the most recent form. If you require another SF 50, please include the date of the SF 50 and the specific action shown on the form.

☐ This transcript of employment (which has been prepared from pay records) is furnished in lieu of an official personnel folder, which either was never established or cannot be located. File this transcript as a permanent record on the right side of the official personnel folder established for this employee.

☐ The records of employment with the District of Columbia Government and Defense Non-appropriated Fund activities are not combined with the records of other Federal employment. The attached transcript serves as official documentation of the employee's service in lieu of the folder

☐ This form has not been notarized, as we have no notary available. We have affixed the seal of the National Archives and Records Administration, which is generally accepted as sufficient certification.

☐ We cannot answer questions of a personal nature. Unless otherwise indicated, conduct and performance were satisfactory.

☐ The requested information or document is not in the official personnel folder.

☐ The information you requested is not releasable without either written authorization and signature from the person whose records is involved or proof of that person's death. If you resubmit your request, please return all correspondence.

☐ A search of our records did not reveal a record of the claimed Federal employment. If additional information or documentation can be submitted to verify the information shown in the request or to otherwise support the claimed employment, we will make a further search. If you resubmit your request, please return all correspondence.

☐ Requests involving retirement or insurance information or medical records should be sent to the Office of Personnel Management, Retirement Programs, 1900 E Street NW. Washington, DC 20415-3000.

☐ Pay claims arising from Federal employment should be sent to the agency out of whose actions the claim arose.

☐ Requests concerning amendment or removal of information in the official personnel folder should be sent to the Assistant Director for Workforce Information, Office of Merit Systems Oversight & Effectiveness, Office of Personnel Management, 1900 E Street, NW. Room 7439, Washington, DC 20415-6000.

☐ We do not have the authority to determine civil service status, reinstatement eligibility, or creditability of service. Contact the personnel office with which you are currently employed or seeking employment, or the Office of Personnel Management, 1900 E street, NW. Room 6500, Washington, DC 20415-9300. The attached documents or transcript will assist in making such determinations.

☐ The records you have requested are not on file at this Center.

☐ We suggest you contact the address given below/on the attached printout.

☐ The official personnel folder is not at this Center. Please contact the last or current employing agency.

☐ The agency mentioned in your request does not retire personnel records to this Center. We suggest you write directly to that agency.

☐ Your request, along with the necessary documents, has been forwarded to the office that retains legal custody of the record for processing. Please contact that office at the address given below if you have further questions about this matter.

☐ The requested official personnel folder was sent to the address given below on_____. We suggest you contact that office.

Referral address:

DALE R. CONGDON
4741 ADAIR AVENUE N.
CRYSTAL, MN 55429

DATE: February 12, 2003
For the Chief,
☐ Civilian Operations Branch
☒ Reference Service Branch

NATIONAL PERSONNEL RECORDS CENTER
(Civilian Personnel Records)
111 Winnebago Street
St. Louis, MO 63118-4199

National Personnel Records Center
Civilian Personnel Records
111 Winnebago Street
St. Louis, MO 63118-4199

As acting historian of the Lake County Historical Society, I am reconstructing the historic record of the keepers of the Two Harbors Light Station. In order to complete that record, I would like a copy of the personal file of **Lee E. Benton**. He served as keeper from around 1913 to 1915. He was born in 1872 and died in 1925 according to my sources.

I would also like to see the file on **Joseph N. Singleton**, who was 1st Assistant Keeper at Two Harbors from around 1916 to 1923. He was born in 1878.

If you have these files, I would greatly appreciate obtaining a copy.

Thank you very much.

Sincerely,

Dale R. Congdon

Dale R. Congdon
4741 Adair Avenue N.
Crystal, MN 55429

DEPT. STOCK FORM 2349

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: R-310

3460 ✓ 1

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date: 28 December, 1939.

Name: Singleton, Joseph

From: U. S. Coast Guard
(BUREAU OR OFFICE)

Nature of Recommendation

Retirement, Disability, Lighthouse Law of March 4, 1925

	FROM	TO
Position	Keeper	
Grade	Field (Range $1500-1860)	
Salary	$1740 pa. plus $180 pa. Qtrs.	
Bureau	U. S. Coast Guard	
Office	Detroit, Michigan	
Unit		
Division		
Section		
Sub-Section		
Headquarters	Cleveland, Ohio	
Post of Duty	Crisp Point Lt.Station, Mich.	
Appropriation	Sal., Kprs. of Lhs.,Coast Guard	
Allotment		

EFFECTIVE: FIELD [X] DEPRTMTL. [ ] FIELD [ ] DEPRTMTL. [ ]

Close 31 December, 1939.

Remarks:

The annual rate of retired pay is $1264.87

BUREAU OR DIVISION NO.

DATE OF BIRTH: 10-14-80

LEGAL RESIDENCE: Michigan

VETERAN'S PREFERENCE

NATURE OF POSITION NEW:

ADDITIONAL IDENTICAL

VICE VACANCY:

VICE:

CIVIL SERVICE AUTHORITY:

DATE OF EFFECT:

SUBJECT TO RETIREMENT ACT: Lighthouse Act 3-4-25

Justification:

Total services: 30 years, 2 months, and 29 days.

Computation: ($1686.50 x 30 years ÷ 40) $1264.87

C. H. JONES,
Captain, U. S. Coast Guard,
Chief Personnel Officer.

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

Bureau or Division Head

(FOR USE OF DIRECTOR OF PERSONNEL, TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY

DATE

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name Joseph Singleton Date of birth October 14, 1880.

Designation Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment	Oct.	2	1909	Dec.	31	1939	
Total service	30 Years and 2 Months, 29 days (#90)						

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

Amended to include qtrs. as result Comp. Gen. Dec. B-70024 dated 10-23-47

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

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

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
Pay	Jan.	1	1935	Dec.	31	1939	5 yrs.	total	8432.50 ✓
Quarters	"	"	"	"	"	"	"	180.00	900.00 ✓
									9332.50 ✓

Total compensation for last five years of active service $9332.50 ✓

Average compensation for last five years of active service $1866.50 ✓

Annual rate of retired pay ($1866.50 ✓ × years 30 ✓ ÷ 40 ✓) = $1399.87 ✓
(Not exceeding 30)

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

FES
JJH

FOR USE OF DEPARTMENT

of pension certificate or of claim: .....

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

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

If so, state the compensation received: .....

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

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

Designation	Beginning			Ending			Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year		
	Jan.	1	1935	June	30	1935	1680	840
	July	1	1935	June	30	1936	1680	1680
	July	1	1936	June	30	1937	1680	1680
	July	1	1937	June	30	1938	1680	1680
	July	1	1938	June	15	1939	1680	1610
	June	16	1939	June	30	1939	1740	72.50
	July	1	1939	Dec.	31	1939	1740	870.

Total compensation for last five years of active service $8432.50

Average compensation for last five years of active service $1686.50

Annual rate of retired pay ($ 1686.50 × years (Not exceeding 30) 30 ÷ 40) = $1264.87

Form 9

U. S. COAST GUARD 3
REC'D DEC 22 1939 By

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Date 22 November, 1939

~~Superintendent of Lighthouses~~

Commander, Cleveland District
U. S. Coast Guard,
Cleveland, Ohio.
(City)

I hereby apply for retirement from active duty in the Lighthouse Service effective December 31, 1939, on the basis of service shown hereon.

Joseph Singleton.
(Name)

Keeper, Crisp Point Light Station, Mich.
(Designation)

Commander, Cleveland District.
OFFICE OF ~~SUPERINTENDENT OF LIGHTHOUSES~~

City Cleveland, Ohio *Date* 18 December, 1939

Submitted to Commandant ~~Commissioner of Lighthouses, Washington, D. C.~~, recommending retirement at $1264.87 per annum, effective at the close of December 31, 1939

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

W. A. BENHAM.
~~XXXXXXXXXXXXXXXXXX~~

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

Submitted to the Secretary of Commerce, recommending approval.

RECEIVED
DEC 4 1939
OFFICE
COMDR. CLEVELAND DISTRICT
U.S. COAST GUARD

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

Singleton Has had over 30 years service

U. S. COAST GUARD 3

REC'D DEC 2 1939 By U. S. COAST GUARD

REC'D DEC 2 1939 BY MEDICAL SECTION

Form 9a HMC :DG

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

CERTIFICATE OF MEDICAL EXAMINATION, DISABILITY RETIREMENT

(Act of March 4, 1925)

Born 10/14/80

NAME OF CLAIMANT Joseph Singleton DESIGNATION Keeper Cleveland Dist

Height 6 ft. Weight 175 pounds. Complexion Fair.

Color of eyes Blue Color of hair Grey.

Here give a complete personal description, together with permanent marks and scars other than those described below in physical examination: none.

Description of duties of position (to be filled in by Superintendent of Lighthouses): Standing watch, operation of lights, climbing, painting, maintenance of mechanical equipment, maintenance of buildings and grounds at the light station.

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: Cause unknown. sight and hearing gradualy geting Worse. Breath getting shorter and any violent exercise useing me up.

PHYSICAL EXAMINATION

Visual acuity (uncorrected): R. E. 20/30 L. E. 20/20-30

With correction in spectacles: R. E. 20/20-20 L. E. 20/20-20

Accommodation: Reads Jaeger No. J 2 at 13 inches, without correction.

Reads Jaeger No. J 1 at 13 inches, with correction.

Central color vision (binocular) Normal (Name method used) Color Tests

Inspection Normal

Pupils Equal Pupillary reaction Normal

Hearing: Whispered voice (unaccentuated) heard with R. E. at 8 ft., L. E. at 8 ft.

Appearance of right drum retracted, left drum retracted

Is there any disease of the middle or internal ear or mastoid? No If so, specify

[OVER]

11—10543

Condition of nose and sinuses Negative

Condition of mouth and throat, including tonsils and teeth Negative

Bones, joints, muscles, including atrophies Negative
(Express limitation of motion, if any, in degrees and joint involved)

Respiratory system Negative

Cardiovascular system:

(a) Heart Slightly enlarged

(1) Murmurs None (2) Arrhythmias No

(b) Pulse rate: (1) Sitting 84 (2) After exercise 104 (3) 2 minutes after exercise 88

(c) Blood pressure: (1) Sitting—Syst. 130 Diast. 74 (2) After ex.—Syst. 154 Diast. 80

(d) Condition of blood vessels Negative

Evidence of thyroid or other endocrine disturbance No

Abdomen and gastro-intestinal system, including hernia Negative except constipation

Genito-urinary system:

Urinalysis—Sp. gr. 1014 Reaction Acid Albumin No Sugar No

Sediment microscopic (required when albumin or sugar is found) Negative

Reflexes, motor disturbances, etc.:

(a) Station Normal (e) Gait Normal

(b) Tremor Mild (f) Coordination Normal

(c) Patellar reflexes Negative (g) Peripheral circulation Impaired in lower extremities

(d) Other motor disturbances None

Alcohol No Drugs No Syphilis No Epilepsy No

Other neurological findings None

General impression

Here describe fully nature of disability: Hearing defect and impaired cardiac function

Is disability to perform duty of a permanent character? Yes

Is it indicated that applicant may recover from disability and be fit for restoration to active duty? No Do you recommend reexamination with this in view? No

I HEREBY CERTIFY that upon examination I find the above-named claimant to be disabled for useful and efficient service by reason of the disability above described, which is not due to vicious habits, intemperance, or willful misconduct on his part.

The examining physician must be in the Federal Service

Keyberry Mich (Place of examination)

Sept 7 1939 (Date)

Geo F Swanson (Examining surgeon)

A A Surg U.S.P.H.S. (Title and branch of medical service)

U.S. GOVERNMENT PRINTING OFFICE 11—10543

Form 9

U. S. COAST GUARD 3

REC'D DEC 22 1939 By

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Date 22 November, 1939

~~Superintendent of Lighthouses~~

Commander, Cleveland District
U. S. Coast Guard,
Cleveland, Ohio.
(City)

I hereby apply for retirement from active duty in the Lighthouse Service effective December 31, 1939, on the basis of service shown hereon.

Joseph Singleton.
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Keeper, Crisp Point Light Station, Mich.
(Designation)

Commander, Cleveland District.
OFFICE OF ~~SUPERINTENDENT OF LIGHTHOUSES~~

City Cleveland, Ohio *Date* 18 December, 1939

Submitted to Commandant ~~Commissioner of Lighthouses, Washington, D. C.~~, recommending retirement at $1264.87 per annum, effective at the close of December 31, 1939

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W. A. BENHAM.
~~XXXXXXXXXXXXXXXXXXXX~~.

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

Submitted to the Secretary of Commerce, recommending approval.

RECEIVED
DEC 4 1939
OFFICE
COMDR. CLEVELAND DISTRICT
U.S. COAST GUARD

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

July 1, 1939. Lighthouse Districts No. Tenth and Eleventh

consolidated with Cleveland Coast Guard District,

Headquarters Cleveland, Ohio

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

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

File received - FEB 9 1940

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

Joseph Singleton (Name) — Mich. (Legal Residence)

STATUS

DATE OF BIRTH 10-14-1880

11—8940

DESIGNATION	ACTION	SALARY	BUREAU—SERVICE—STATION	DATE OF EFFECT
Asst. Kpr	Prob.	$40. mo	L.H. Charity Island L.S. Mich	Oct 2/09 (Eod)
" "	Chg from $40. mo.	480	" " " " "	Aug 1/12
" "	Lucr. comp.	504	" " " " "	Jan 1/16
2nd Asst "	Trans.	540	" Two Harbors " Minn.	Aug 9/16
1st " "	Prom.	504	" " " " "	Sept 9/16
Keeper	Increase	720	"	Nov 1/18
"	Tr. & Prom.	960	" Crisp Point " Mich	Aug 18/1923
"	Red. pay	1200	" " " " "	July 1/24
"	"	1440	" " " " "	Feb 1/25
"	Lucr. comp.	1500	" " " " "	July 1/26
"	INCREASE IN COMPENSATION	1560	" " " " "	JAN 1 1927
"	COMPENSATION Act. May 28, 1928.	1620	" " " " "	JUL 1 1928
"	COMPENSATION Act. July 3, 1930	1680	" " " " "	JUL 3 1930
"	INCREASE IN COMPENSATION	1740	" " " " "	JUN 16 1939

Form A-38

DEPARTMENT OF COMMERCE
DIVISION OF PERSONNEL
WASHINGTON

June 16, 1939

Mr. Joseph Singleton

Through the Commissioner of Lighthouses.

You are advised that your compensation has been changed as indicated below, effective June 16, 1939.

A new appointment will not be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

OLIVER C. SHORT
Director of Personnel.

JUL 13 1939

CARDED

From: $1680

To: $1740

Service and grade:

Appropriation (unit): Field

DIVISION OF PERSONNEL
ENTERED ON JOURNAL
JUN 24 1939
SHEET NO. 39-141
DEPARTMENT OF COMM

11
C

FOR BASIS OF THIS ACTION SEE
LETTER DATED 6/15/39
IN FILE F 248-8

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 3, 1930.

Mr. Joseph Singleton,

Through Commissioner of Lighthouses.

Sir:

You are advised that under the Brookhart Act your compensation has been changed as indicated below, effective July 3, 1930.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

CARDED

APPOINTMENT DIVISION ENTERED AUG 9 1930 ON JOURNAL DEPARTMENT OF COMMERCE

From: 1620.

To: 1680.

11th Keeper.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

Mr. Joseph Singleton,

Through the Chief, Bureau of Lighthouses.

Sir:

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

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED JUL 2 1928 ON JOURNAL DEPARTMENT OF COMMERCE

From: $1560

To: $1620

11

11—9564

CARDER

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

January 1, 1927.

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective January 1, 1927.

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,

JAN 12 1927

CLIFFORD HASTINGS

Chief of Appointment Division.

From: $1500 per annum.

To: $1560 per annum.

Service and grade: Field.

Appropriation (unit):

APPROVED BY THE ACTING SECRETARY 1/11/27

FILE 10934

A
11

APPOINTMENT DIVISION ENTERED JAN 17 '27 ON JOURNAL DEPARTMENT OF COMMERCE

GUIDED

GOVERNMENT PRINTING OFFICE 11—9051

CROSS REFERENCE

SEE FILE--464/16/ D #1

NAME Singleton, Joseph

POSITION Keeper

BUREAU BUREAU OF LIGHTHOUSES

STATION 11th Dist.

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

BASE PAY	Bonus	Total	Allowances			As Classified for estimate purposes			Recommendations regarding differential from standard rates		
			Items	Value	Aggregate	Service	Grade	Pay	Is differential recommended	Amt.per annum to be Added	Subtracted
960	240	1200	XCR	404.25	1604.25	LHS	7	1380	Yes Approved	60	

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

GRADE RECOMMENDED 6

RANGE OF COMPENSATION RECOMMENDED FROM $1320 TO $1560 $1350

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

Sheet No. 144

2—12758

DO NOT WRITE IN THIS SPACE

	a		
	b		
	c		
	d		

1. Singleton, Joseph -
(Surname) (Given name) (Initial)
2. Department Commerce,
3. Bureau Lighthouses,
4. Field Service Lighthouse,
5. (a) Field Station Eleventh Lighthouse District,
(b) Subdivision Two Harbors Light Station, Minn.
(c) City or town Two Harbors, State Minn.
6. Pay-roll title Keeper,
7. Customary office title Assistant Keeper.

8. (a) Number of regular working hours of the position, per day 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 4 to 6 hours. m. to 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 $ 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.
45 cents per day commutation of rations. *(Quarters for self and family)
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, $ 40.00
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
Assists in care andmaintenance of electric light and electrically operated air diaphone fog signal on shore; also electric light and electric sirene on pierhead together with an acetylene gas light on pierhead. Residence ashore.	
Duties as follows:	
1. Standing watch for approach of fog and to observe functioning of light and fog signal, -	25
2. Operation of fog signal, -	10
3. Care of light and fog signal apparatus, - - - - - - - - - - - - - - - - - -	25
4. Painting, minor repairs and miscellaneous work around station buildings, boats and grounds, -	35
5. Supply trips to nearest store for provisions, mail, etc., - - - - - - -	5

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

Workd under immediate supervision of the Keeper in charge of the station.

20. Do the duties involve direction or supervision of the work of other employees? No.
If so, describe the nature of the direction or supervision and give the number and classes of employees directed or supervised.

21. How long have the employee's duties been substantially as described above? 13 years, 8 months.

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

For and in the absence of the Superintendent

_____, 1923. (Date)

Chas A Park (Signature of Preparing Officer) Superintendent of Lighthouses. (Title)

First Assistant Superintendent.

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		
Common School		X

Technical Education: If essential, kind and extent _____

Experience: If essential, kind and extent Experienced boatman; also familiarity with machinery desirable.

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 $ 900 to $ 1020

For and in the absence of the Superintendent

_____, 1923. (Date)

Chas A Park (Signature of head of field office or station) Superintendent of Lighthouses. (Title)

First Assistant Superintendent.

GOVERNMENT PRINTING OFFICE 2—12768

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1925.

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 1440 per annum to $ 1600 per annum, effective July 1, 1925.

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

CARDED

mfe
11

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
DETROIT, MICH.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES 1925 FEB 9 AM 9 06

OFFICE OF SUPERINTENDENT 11TH DISTRICT
DETROIT, MICH.

LIGHTHOUSES 1633

CAP:MSS
Enc.

SUBJECT: Adjustment of pay, Lightkeepers.

February 6, 1925.

LIGHTHOUSES 1925 MAR 6 AM 9 00

Commissioner of Lighthouses,
Washington, D. C.

1. Referring to the Bureau's letter of January 28th relative to adjustment in the pay of Light Keepers.

2. The list which accompanied the Bureau's recommendation to the Department has been carefully examined, and it is suggested that the recommendation be modified to correct errors in the cases of Keeper, Crisp Point Light Station and the Second Assistant Keeper, Devils Island Light Station, also that the proposed pay of the Second Assistant Keeper, Stannard Rock Light Station be changed as shown in the table below and for the reasons hereinafter stated.

PAY RECOMMENDED IN BUREAU'S SCHEDULE TO DEPARTMENT, JANUARY 24, 1925.

-1-	-2-	-3-	-4-	-5-	-6-
Crisp Point	Jos. Singleton, Kpr.	$1500	$1364.25	July 1, 1924	$37.87
Devils Island	Leslie W. Parker, 2nd Asst. Kpr.	1140	1064.25	July 1, 1924	67.87
Stannard Rock	Wm. A. Brooks, 2nd Asst. Kpr.	1500	1304.25	July 1, 1924	97.87

PAY RECOMMENDED BY ELEVENTH DISTRICT

-1-	-2-	-3-	-4-	-5-	-6-
Crisp Point	Jos. Singleton, Kpr.	$1440	$1364.25	July 1, 1924	$37.87
Devils Island	Leslie W. Parker, 2nd Asst. Kpr.	1200	1064.25	July 1, 1924	67.87
Stannard Rock	Wm. A. Brooks, 2nd Asst. Kpr. (amended)	1440	1304.25	July 1, 1924	67.87 ~~97.87~~

3. An error appears in the Bureau's list in the case of the Keeper of Crisp Point, as his back pay is shown as $37.87, whereas his back pay if the Bureau's proposed initial pay is adopted, would be $67.87, for in excess of that

continued on page #2

Wm A Brooks 2/28-1925

3-10-25

CAP:MSS

LIGHTHOUSES
1925 FEB 9 AM 9 08
LIGHTHOUSES
1925 MAR 6 AM 9 00

February 6, 1924.

U.S. LIGHTHOUSE SERVICE RECEIVED FEB 27 1925 DETROIT ELEVENTH DISTRICT

Commissioner of Lighthouses,
Washington, D.C.

received by the Assistant Keepers. By reducing the Keeper's initial pay to $1440. as proposed above and as originally recommended by this office, the Keeper's back pay will remain at $37.87, the same as that now to be received by both the Assistant Keepers.

4. In the case of the Second Assistant Keeper at Devils Island Light Station, the initial pay proposed by the Bureau, $1140. is less than the minimum pay of the grade and there is an error in the computation of the back pay, By increasing the initial pay up to $1200. which is the initial pay of his grade, the amount of back pay to be received would be $67.87, which is the same as that to be received by the other two Keepers.

5. In the case of the Second Assistant Keeper at Stannard Rock Light Station, the Bureau is advised that this employee is at the present time under charges for inefficiency, and while the investigation has not been completed, this office is satisfied that this employee is not sufficiently efficient to justify his receiving a rate of pay higher than the minimum of the grade and it seems desirable, therefore, to limit his pay to the initial pay of the grade, in this case, $1400. Recommendation in regard to the pending charges will be made at an early date, at which time all papers will be submitted to the Bureau.

6. It was thought that the Bureau would desire to amend its recommendation to the Department in the above cases, which was the reason for taking the matter up at this time.

Park

- - - - - - -

RG-EK

Bureau of Lighthouses, Washington, D. C.
February 24, 1925.

Returned to Superintendent of Lighthouses, Detroit, Mich., for return of adjustment notices of Singleton and Parker for amendment. Recommendation has been submitted to the Department in the case of Brooks.

Hydro
Radio
Engr. Cons.
Mar. Eng.
Personnel
Financial
Law and Prop.
Adm Asst.
Dep. Comr.
Supt.

J. S. CONWAY
Acting Commissioner of Lighthouses.

- - - - - - - - -

HMC:AB
Enclosure.

Office, Superintendent 11th Lighthouse District,
Detroit, Mich., March 4, 1925.

Returned to Commissioner of Lighthouses.

Notices referred to above are returned herewith for amendment.

Park

DUPLICATE

PERSONNEL CLASSIFICATION BOARD FORM NO. 4.
(To be filled out in accordance with detailed instructions in P. C. B. Form No. 2, and Circular No. 7).

To Accompany Report of { ☐ New [redacted]intments / ☒ Changes in Duties for **August**, 1923.

1. **Singleton,** (Surname.) **Joseph** (Given name.) **-** (Initial.)

(a) Previous incumbent **Vacant**
2. Department **Commerce**
3. Bureau **Lighthouses**
4. Field Service **Lighthouse Service**
5. (a) Field Station **Eleventh Lighthouse District.**
(b) Subdivision **Crisp Point Light Station, Mich.**
(c) City or town **Whitefish Point,** State **Mich.**
6. Pay-roll title **Keeper**
7. Customary office title **Keeper**

DO NOT WRITE IN THIS SPACE

a		
b		
c		
d		

8. (a) Number of regular working hours of the position, per day **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 **4 to 6 hours** m. to ____ 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, $**720** per **"**; 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
45 cents per day commutation of rations *(Quarters for self and family)
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, $ **40.00**
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.) 2—12965

Percentage of total time given to each task

In charge of incandescent oil vapor light and steam fog signal on shore.

Duties as follows:

1. Standing watch for approach of fog and observing functioning of light and signal apparatus, - 25

2. Operation of fog signal, - 7

3. Care of light and fog signal apparatus, - - - - - - - - - - - - - - - - - 20

4. Painting, minor repairs, and miscellaneous work around buildings, boats, and grounds, - 35

5. Preparation of periodical reports, and correspondence, - - - - - - - - - 5

6. Trips to nearest store for supplies, mail, etc., - - - - - - - - - - - - 8

19. Does employee work under immediate supervision, or to a large extent upon his own responsibility? (Describe fully.) Name the employee's *immediate* or close[illegible]erior. If not a civilian, give the superior's titl[illegible]nk.

Keeper works on his [illegible]esponsibility and is required [illegible] observe requirements of printed Regulations and Instructions under general supervision of the Superintendent and to carry out any special instructions issued from time to time by the Superintendent. Edward L. Woodruff, immediate superior.

20. Do the duties involve direction or supervision of the work of other employees? No.
If so, describe the nature of the direction or supervision and give the number and classes of employees directed or supervised.

21. How long have the employee's duties been substantially as described above? 2 months

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

October 8, 1923. (Date) — Edw L Woodruff (Signature of Preparing Officer) — Superintendent 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	X	
Speed (quickness)		X	
Physical Qualities (strength and endurance)	X		

EDUCATIONAL TRAINING		
	Essential	Desirable But Not Essential
College		
High School		
Common School	X	

Technical Education: If essential, kind and extent

Experience: If essential, kind and extent Experienced boatman; familiarity with machinery also desirable.

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 $ 1260

October 8, 1923. (Date) 192 — Edw L Woodruff (Signature of head of field office or station) — Superintendent of Lighthouses. (Title)

THE FOLLOWING TO BE FILLED OUT BY THE HEAD OF THE BUREAU OR SIMILAR OFFICIAL

26. 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, except as follows: (If necessary, attach a sheet.)

In my judgment the compensation of this position should be in a range from $ to $

(Date) 192 — (Signature of chief of bureau) — (Title)

GOVERNMENT PRINTING OFFICE 2—12965

IN REPLYING ADDRESS
COMMISSIONER OF LIGHTHOUSES
AND REFER TO DATE OF THIS LETTER
AND FILE NO

RG-EK
Incls.

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

CHIEF CLERK
1925 MAR 9 PM 4 26

March 9, 1925.

DEPARTMENT OF COMMERCE
MAR 10 1925
APPOINTMENT DIVISION.

Subject: 11th Supt's. letter, Feb. 6, amendment of notices of adjustment for Keepers Singleton and Parker.

Submitted to Secretary of Commerce with recommendation that Keeper Singleton's notice by amended to $1440 and Keeper Parker's to $1200, for the reasons stated by the Superintendent. Recommendation in the case of Keeper Brooks has heretofore been submitted to the Department.

Acting Commissioner of Lighthouses.

3-10-25

APPOINTMENT DIVISION
ENTERED
MAR 11 1925
ON JOURNAL
DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION
NECESSARY
ACTION TAKEN
MAR 11 1925
DEPARTMENT OF COMMERCE

CARDED

GPO

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 31, 1925.

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses,

Sir:

In connection with the readjustment of pay of positions in the Lighthouse Service the total compensation of the position occupied by you has been fixed as indicated below, effective February 1, 1925.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Acting Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED FEB 7 1925 ON JOURNAL DEPARTMENT OF COMMERCE

Position: Keeper

Salary: ~~$1500~~ 1440

Appropriations: Salaries, Keepers of Lighthouses,
General Expenses, Lighthouse Service.

11th

JSJ

CARDED

FEB 7 - 1925

(CROSS REFERENCE)

Singleton, Joseph In accordance with authority of the Director of the Budget dated June 27, 1924, the salary is re-adjusted to $1200, effective July 1, 1924.

For authorization see letter dated JUL 30 1924 File No. 1095/21.

LIGHTHOUSES

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
DETROIT, MICH.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1923 SEP 6 AM 8 56

B

Notice, effective date,
change in salary.

OFFICE OF SUPERINTENDENT, 11TH DISTRICT
POST OFFICE BUILDING
DETROIT, MICH.

DEPARTMENT OF COMMERCE
SEP 7 1923
APPOINTMENT DIVISION

Hydro
Engr. Comm.
Mar. Engrg.
Personnel.
Accounts.
Contracts.
Chf. Clk.
Dep. Comr.
Comr.

September 4, 1923.

CHIEF CLERK
1923 SEP 8 PM 1 05

Commissioner of Lighthouses,
Washington, D.C.

Referring to Department letter of July 10, 1923.
changing salary of Joseph Singleton, Crisfield Md
from $720 to $960 per annum, the Bureau is
advised that the effective date thereof is August 13, 1923.

Bureau of Lighthouses, Washington
SEP 8 - 1923

K

Submitted to Secretary of Commerce for his information

J. S. CONWAY
Acting Commissioner

OF NY REPORT DATE
ENTERED

CARDED

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 10, 1923.

Mr. Joseph Singleton,

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 $ 960 per annum, effective July 15, 1923, 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,

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

31—6874

APPOINTMENT DIVISION ENTERED JUL 12 1923 ON JOURNAL DEPARTMENT OF COMMERCE

8
11th

CARDED

OF REPORT DATE ENTERED

Form 73

LIGHTHOUSES

1923 JUL 7 AM 8 51

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

CHIEF CLERK

1923 JUL 10 AM 11 03

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 11th DISTRICT,

Detroit, Mich., July 5, 1923. 19
(City.) (Date.)

COMMISSIONER OF LIGHTHOUSES:

DEPARTMENT OF COMMERCE JUL 10 1923 APPOINTMENT DIVISION

Action recommended, Transfer and promotion.

Name, Joseph Singleton, Legal residence, Michigan.

Position, Keeper Salary, $960 per annum (inc. longevity) 60 pa

Location, Crisp Point Light Station, Mich. Appropriation, Sal. Kprs. of L.H.

Effective July 15, 1923. ~~the actual date of entrance on duty, or~~ as soon thereafter as he enters on duty.

Former position, Keeper (~~1st~~ Asst.) Former salary, $720 per annum incl 60 pa longy

Location, Two Harbors Light Station, Minn.

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

Previous incumbent, Lawrence Clark Services terminated, May 31, 1923.

Reason, Resigned.

Members of family in Government Service,

Remarks: Circular inquiry was made of all assistant keepers in this district in line for promotion, and of those who indicated a willingness to accept Mr. Singleton is best entitled to consideration by reason of efficiency and length of service.

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

7-10-23

Secretary, Civil Service District.

Edw L. Woodruff
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON JUL 9 - 1923

APPOINTMENT DIVISION NECESSARY ACTION TAKEN JUL 12 1923 DEPARTMENT OF COMMERCE

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

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

5

LIGHT DEC 6 1918 HOUSES

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEC 6 1918 10 15 AM

I, Joseph Singleton,

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 6 PM 12 30

Joseph Singleton
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] Second day of December, A. D. 1918

(Affix official seal here)

[4] (Name) M. O. Roberts

(Official title) Clerk of Municipal Court

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present Keeper	$720 p.a.	Two Harbors Light Sta., Minn.
Former [5] 1st Asst. Kpr.	$504 p.a.	" " " " "

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

Office of Lighthouse Inspector, 11th District

Detroit, Michigan (Address), December 4, 1918. (Date)

The above-named appointee entered upon duty on November 1, 1918. (Date)

CARDED

Edw. L. Woodruff
(Signature, followed by title)
Superintendent of Lighthouses.

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

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

[3] The oath may be taken any time 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

GENERAL APPOINTMENT FIXED [illegible]

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

November 15, 1918.

Mr. Joseph Singleton,
Through the Commissioner of Lighthouses,
Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Keeper in the Lighthouse Service at a salary of Seven Hundred and Twenty dollars per annum effective November 1, 1918.

By promotion from 1st. assistant keeper at $504 per annum.

(The above rate of pay includes longevity pay of $60.)

CARDED

By direction of the Secretary:

Respectfully,

(Signed) Clifford Hastings.

Chief of Appointment Division.

OR BASIS OF THIS ACTION BE[illegible] DATED 10-28-18

NOV 10 1918

W
Ho 1095-11

Appropriation: Salaries, Keepers of Lighthouses.

Vice: New position. (By increase in compensation.)

Legal Residence: Michigan.

11—1493

US TYPEWRITER—SEE INSTRUCTIONS ON BACK.

17

UNITED STATES
BUREAU OF EFFICIENCY.
FORM 8.

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

DO NOT MAKE NO ENTRIES IN THIS COLUMN.

SEP 25 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.)

Singleton, Joseph

2. Department:

Commerce

3. Bureau, office, or service:

Lighthouse Service 11th Dist

4. Designation of position:

1st assistant keeper

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

See 4

6. Annual earnings:

492.00

7. Kind of appropriation:

LS

8. Present rate of pay:

$ 504.00 PA

9. Initial rate of pay:

$ 480.00

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: 6 ~~Months~~:

~~Regular~~—
~~Years~~: Months: 9

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

Michigan

12. Race:

W

13. Sex:

Male

14. Date of birth—
Month: October
Year: 1880

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

E8

16. Marital condition:

M

17. War veteran?

No

18. Appointed from—
Congressional district and State: 7 Michigan
County: Huron

19. Civil service status:

C

20. Method by which classified status was obtained:

CE

21. Place of employment—
City: Two Harbors
State: Minnesota

DO NOT FOLD THIS CARD.

11—5869

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT SEP 27 1916 HOUSES
CHIEF CLERK OCT 5 1916
APPOINTMENT OCT 6 1916

I, Joseph Singleton,

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.

Joseph Singleton
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this[3] 2nd. day of September, A. D. 1916.

(Affix official seal here)

[4](Name) H. G. Doerr Jr.

(Official title) NOTARY PUBLIC, Lake County, Minn. My Commission Expires July 14, 1923.

	Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present	1st Asst. Kpr.	$504.00 p.a.	Two Harbors Light Sta., and Two Harbors Bkw. Lt., Minnesota.
Former[5]	2d " "	540.00 "	Ditto.

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

OFFICE OF LIGHTHOUSE INSPECTOR, 11th DISTRICT

Detroit, Michigan, (Address), Sept. 25, 1916. (Date)

The above-named appointee entered upon duty on Sept. 9, 1916. (Date)

Edw. L. Woodruff
(Signature followed by title)
Inspector, 11th L. H. Dist.

[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

OCT - 6 1916

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

August 26, 1916.

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses.

Sir:

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

First Assistant Keeper

in the Lighthouse Service

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

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

(By promotion from second assistant keeper at $540 per annum.)

By direction of the Secretary:

Respectfully,

(SIGNED) S. HASTINGS

Chief of Appointment Division.

RC

CARDED.

APPOINTMENT DIVISION ENTERED AUG 26 1916 DEPT. OF COMMERCE

ON JOURNAL

CHANGE REPORTED SEP 1916 C. S. COMMISSION

Appropriation: Salaries, Keepers of Lighthouses.

Vice: James W. Brown.

Legal Residence: Michigan.

G-3692

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT HOUSES AUG 24 1916

OFFICE OF LIGHTHOUSE INSPECTOR, Eleventh DISTRICT.

Detroit, Michigan, August 22, 1916.
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

CHIEF CLERK AUG 25 1916

Action recommended, Promotion of.

Name, Joseph Singleton, Legal residence, Michigan.

Position, First Assistant Keeper. Salary, $504.00 per annum.

Location, Two Harbors Light Sta., and Two Harbors Breakwater Lt., Minn. Appropriation, Salaries, Keepers of Lighthouses.

APPROVED AUG 25 1916 APPOINTMENTS

Effective September 1, 1916. {~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

APPROVED AUGUST 1916 APPOINTMENT WRITTEN DEPT. OF COMMERCE

Former position, Second Assistant Keeper. Former salary, $540.00 per annum.

Location, Two Harbors Light Sta., and Two Harbors Breakwater Lt., Minn.

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

Previous incumbent, James W. Brown, Services terminated, August 31, 1916.

Reason, Transfer. requested

Members of family in Government Service, None.

Remarks: Reduction in salary on account quarters and fuel furnished for family of First Assistant Keeper. None furnished for family of Second Assistant Keeper.

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

Edw L. Woodruff

Secretary, Civil Service District.

ar

8-25-16

BUREAU OF LIGHTHOUSES
WASHINGTON

AUG 24 1916

Submitted to the Secretary of Commerce, approved.

S Conway
Acting Commissioner

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

11—2314

JEL

COPY

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

August 15, 1

CHIEF CLERK
AUG 15 1916

Lighthouse Inspector,

Detroit, Mich.,

Referring to Department letter appointing the following-named employee, secure and forward oath of office covering this appointment as soon as practicable. See paragraph "Forwarding oaths and personal question sheets," Par. 426, Regulations, 1914.

Name of employee:

Joseph Singleton

Position:

Second Assistant Keeper

Date of Department letter:

June 23, 1916.

(Signed)

J. S. Conway

Acting Commissioner.

Bureau of Lighthouses, Washington.
AUG 15 1916

Submitted to Secretary of Commerce for his information.

J. S. Conway
Acting Commissioner.

File

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT
AUG 18 1916
HOUSES

CHIEF CLERK
SEP 16 1916

APPOINTMENT
SEP 16 191

I, Joseph Singleton,

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.

☞ Joseph Singleton
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] 8th day of July, A. D. 1916

(Affix official seal here)

[4] (Name) Jas. H. Cochran

(Official title) Notary Public

My Commission expires July 31st, 1919.

	Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present	2d Asst. Kpr.	$540. p.a.	Two Harbors Light Sta., and Two Harbors Breakwater Lt., Minn.
Former [5]	Asst. Kpr.	504. "	Charity Island Lt. Sta., Michigan.

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

OFFICE OF LIGHTHOUSE INSPECTOR, 11th DISTRICT

Detroit, Michigan, (Address) August 16, 1916. (Date)

The above-named appointee entered upon duty on August 9, 1916. (Date)

CARDED.

Edw. L. Woodruff
(Signature, followed by title)
Inspector, 11th L. H. Dist.

[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

SEP 15 1916

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 23, 1916.

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses.

Sir:

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

Second Assistant Keeper

in the Lighthouse Service

at a salary of Five Hundred and Forty dollars per annum,

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

(By transfer from assistant keeper at $504 per annum.)

By direction of the Secretary:

Respectfully,

(SIGNED) W. S. GILCHRIST

C Acting Chief of Appointment Division.

CARDED.

CONTENT DIVISION ENTERED JUN 23 1916

CHANGE REPORTED SEP 1916 U. S. COMMISSIONER

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Anatole Bergeron.

Legal Residence: Michigan.

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

AWP-WCG

LIGHT HOUSES JUN 22 1916

OFFICE OF LIGHTHOUSE INSPECTOR, 11th DISTRICT.

Detroit, Michigan, June 20, 191 6.
(City.) (Date.)

CHIEF CLERK JUN 22 1916 5

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer of.

Name, Joseph Singleton, Legal residence, Michigan.

Position, Second Assistant Keeper, Salary, $540.00 per annum.

Location, Two Harbors Light Sta., and Two Harbors Bkw. Light, Minn. Appropriation, Salaries, Keepers of Lighthouses.

Effective July 1, 1916 {~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

APPOINTMENT DIVISION JUN 23 1916 DEPT OF COMMERCE

Former position, Assistant Keeper, Former salary, $504.00 ~~per annum~~.

Location, Charity Island Light Sta., Michigan.

APPOINTMENTS JUN 23 1916 9

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

Previous incumbent, Anatole Bergeron, ~~Charles E. Kimber~~ Services terminated, Feb. 29, 1916.

Reason, Resigned.

Members of family in Government Service, None.

Remarks: This position accepted by Mr. Singleton in view of the fact that his present position will shortly be discontinued owing to Charity Island Light Station being made unwatched.

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

In the absence and by direction of the Inspector.

Park

Secretary, Civil Service District.

Superintendent.

Inclosure

BUREAU OF LIGHTHOUSES
WASHINGTON

JUN 22 1916

Submitted to the Secretary of Commerce, approved.

H. B. Bowerman

Acting Commissioner

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

11—2314

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

☆ ELEVENTH ☆
LIGHTHOUSE INSPECTOR
SUPT. BUREAU CH. CLERK
JUN 20 1916
STATUS ANSWER INSP. INVESTIGATE RECOMMEND

ELEVENTH ~~DISTRICT~~

Lockwood Island
(Depot, Vessel, or Light Station)

LIGHT
JUN 22 1916
HOUSES

June 16, 1916

To the Light House Inspector.

In regard to yours of the 7th instant I will accept second Assistant Inspection at Two Harbors, Minn.

Joseph Singleton,

Nominate

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT HOUSES JAN 22 1916
CHIEF CLERK JAN 26 1916
APPOINTMENTS JAN 26 1916

I, Joseph Singleton, [1],

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.

Joseph Singleton.
(Appointee signs here)

[2] Sworn (See below) and subscribed before me, this [3] 13 th day of January, A. D. 1916

(Affix official seal here)

[4] (Name) David A. Buchan

My Commission expires July 31st, 1919 (Official title) Notary Public

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present Asst. Kpr.	$504. p.a.	Charity Island Lt. Sta., Mich.
Former [5] " "	480. "	" " " " "

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

OFFICE OF LIGHTHOUSE INSPECTOR, 11th DISTRICT

Detroit, Michigan, (Address), January 20, 1916. (Date)

The above-named appointee entered upon duty on January 1, 1916. (Date)

Chas L. Woodruff
(Signature, followed by title)
Inspector 11th L. H. District

[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

Encl'd

GENERAL APPOINTMENT—FIXED [illegible]

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 4, 1916.

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Assistant Keeper in the Lighthouse Service at a salary of Five Hundred and Four dollars per annum, effective January 1, 1916.

(By increase in compensation from $480 per annum.)

CARDED.

APPOINTMENT DIVISION ENTERED JAN 4 1916 DEPT. OF COMMERCE

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

RC

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

Legal Residence: Michigan.

OFFICE REPORTED JAN 1916 U. S. COMMISSIONER

11—1393

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT HOUSES DEC 27 1915

OFFICE OF LIGHTHOUSE INSPECTOR, 11th DISTRICT.

Detroit, Mich., Dec. 23, 1915., 191
(City.) (Date.)

CHIEF CLERK DEC 29 1915

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Increase in pay of:

Name, Joseph Singleton — Legal residence, Michigan

Position, Asst. Keeper — Salary, $504 per annum.

Location, Charity Island Lt. Sta., Mich. — Appropriation, Sal. Kprs. of L.H.

APPOINTMENTS DEC 29 1915

Effective Jan. 1, 1916. — {~~the actual date of entrance on duty, or~~ ~~as soon thereafter as he enters on duty.~~

Former position, Asst. Keeper — Former salary, $480 per annum.

Location, As above

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

Previous incumbent, (New position.) Services terminated,

Reason,

Relatives in Government Service, ---

Remarks:

D-7
DEC 16 1915

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

In the absence and by direction of the Inspector:

12-30-15

Park

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

DEC 28 1915

Submitted to the Secretary of Commerce, approved.

Acting Commissioner

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

11—2314

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

BUREAU OF LIGHT-HOUSES
AUG 12 1912
DEP'T OF COMMERCE AND LABOR

Department of Commerce and Labor

LIGHT-HOUSE SERVICE

OFFICE OF DISBURSING CLERK
RECEIVED
AUG 15 1912
DEPT. OF COMMERCE AND LABOR

Carded in the Disbursing Office.

I, JOSEPH SINGLETON

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.

Joseph Singleton
(Appointee signs here.)

[2] Sworn (See below.) and subscribed before me, this[3] 20th day of July, A. D. 1912

(Affix Official seal here.)

[4](Name) Sam'l H. Cochran

(Official title) Notary Public

My Commission expires August 9th, 1913.

Official Title.	Rate of Pay.	Name of Station, Vessel, or Place of Employment.
Asst. Keeper	$480 p.a.	Charity Island L.S., Mich.

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

RECEIVED
AUG 17 1912
DEPT OF COMMERCE AND LABOR

OFFICE OF LIGHTHOUSE INSPECTOR, 11th DISTRICT

Detroit, Mich. (Address.), Aug. 1, 1912. (Date.)

The above-named appointee entered upon duty on Aug. 1, 1912. (Date.)

Change in pay from monthly to yearly rate; former pay $40 mo.

C. M. McCormick
(Signature, followed by title.)

Commander, U.S.N., Inspector.

[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.

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

GENERAL APPOINTMENT

Department of Commerce and Labor
APPOINTMENT DIVISION
Washington

June 28, 1912.

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses.

Sir:

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

Assistant Keeper

in the Lighthouse Service

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

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

Not to be reported to C. S. C.

(By change from $40 per month.)

CARDED.

APPOINTMENT DIVISION. REPORTED JUN 29 1912 TO DISBURSING CLERK DEPT. OF COMMERCE AND LABOR.

By direction of the Secretary:

Respectfully,

(SIGNED) GEO. W. LEADLEY.

P
D

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

Legal Residence: Michigan.

11—3692

Form 73 ORIGINAL [redacted]OINTMENT, PROMOTION, OR TRANSFER [redacted]APPOINTEE

Department of Commerce and Labor

LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, Eleventh DISTRICT,

Detroit, Mich., June 10 , 1912.

THE COMMISSIONER OF LIGHTHOUSES:

The following recommendation is submitted:

Action proposed, Change in compensation of:

Name, Joseph Singleton, Legal residence, Michigan,

Position, Assistant Keeper, Salary, $480 per annum.

Location, Charity Island L. S., Mich.

Effective July 1, 1912, ~~or as soon thereafter as he enters on duty. on the actual date of entrance on duty.~~

Former position, Former salary, $40 per month.

Location,

Rank in list of eligibles, Rating, Percentage,

Other eligibles considered,

Letters of declination inclosed,

Previous incumbent, Services terminated,

Reason,

Remarks: Salaries of Keepers of Lighthouses. (Appropriation.)

In the absence and by direction of the Inspector:

C. A. Park

6/7/12 MMB

Department of Commerce and Labor

BUREAU OF LIGHTHOUSES

WASHINGTON

JUN 21 1912

Respectfully submitted to the Secretary of Commerce and Labor, approved.

11—2314

G T Putnam

~~Acting~~ Commissioner

READ THE INSTRUCTIONS ON PAGE 3

May 10,1911.

Department of Commerce and L[illegible]

EFFICIENCY REPORT

(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 Joseph Singleton 2. Age 30 (Last birthday.)

3. Bureau Light-House Service 4. Position Asst.Kpr.,Charity Island Lt.St.

5. Compensation $40 p.m. 6. Where employed Eleventh District

7. When appointed (*a*) Sept.22,1909 8. How appointed (*b*) Civil Service Examination

9. Status under Civil Service Rules (*c*) 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 None

13. Duties (describe fully) Assistant to Keeper of station and in charge in his absence.

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	100	2	200
Quality of work	100	3	300
Interest manifested in work (see also Question 17)	100	3	300
Attendance	100	2	200
Total		10	1000
Average percentage			100

DIVISION OF APPOINTMENTS RECEIVED MAY 22 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.
0	0	0	0	0	0	0	0	0

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.) Routine

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—

C. M. McCarmick

Commander U. S. N. Inspector 11th L. H. District

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

C. M. McCarmick

Commander U. S. N. Inspector 11th L. H. District

G. P. Putnam

Chief of Bureau or Office.

RECEIVED
OCT 25 1909
DEPT OF COMMERCE AND LABOR

LIGHT HOUSE INSPECTOR,
RECEIVED
OCT 4 1909
ELEVENTH DISTRICT.

LIGHT HOUSE BOARD
OCT 7 1909
No. 12604
May 15, 1909.

RECEIVED
OCT 25 1909
DEPT OF COMMERCE AND LABOR

Enclosu

PERSONAL QUESTION SHEET

Department of Commerce and Labor

OFFICE OF THE SECRETARY

Washington

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.

OFFICE OF THE CHIEF CLERK,
FORWARDED
OCT 25 1909
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR.

Charles Nagel
Secretary.

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.)

CARDED

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. Joseph Singleton.

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

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

Caseville	Mich.	Huron	Seventh.
City or town.	State or Territory.	County.	Congressional district.

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

5. Where were you born? Hume, Huron Co. Mich.

6. When were you born?

October	14.	1840.
Month.	Day.	Year.

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

11—1434

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

Wm. Singleton
Name.

Number and street.

Caseville
City or town.

Mich.
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.
no.				

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.)

August 16th 1909 Assistant Keeper

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

in home examination of Aug. 18. 1909.

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.
no.					

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

no.

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.)

Fisherman.

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.)

9th Grade. High 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.)

Keeper or Asst. Keeper, L.H. Service.
None except this one. Aug. 16, 1909

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. Sept 29th., 19 09.

Witness:

In case signature is by mark.

(Signature) Joseph Singleton.

P. O. Address: Caseville
City or town.

Number and street.

Mich
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 OCT -5 1909, 19

(Signature) Fred B Sides

(Official title) Chief Clerk
Office Inspector 11th L. H. District

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.) Charity Island Lt. Sta'n (Place (city, town, station, or vessel.)) 11th. (District.)

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

3. State the date of appointment. Sept. 23' 09

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

September 24, '09 or as soon thereafter as he enters on duty.

5. State the date of the oath. 29 September '09.

6. State the date the employee entered on duty. 2 Oct. '09.

7. What is his salary? $ 40 per month

8. From what appropriation is he paid? Salaries of Kprs. of L. H. 1910.

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.)

Civil Service Examination held Aug. 16. 1909.

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) Fred B Sides

(Official title) Chief Clerk

Date: OCT -5 1909, 19

Office Inspector 11th L. H. District

11—1434

LIGHT HOUSE BOARD
OCT 7 1909
NO. 12604

Form 111

OATH OF OFFICE

(PRESCRIBED BY SECTION 1757, REVISED STATUTES)

OFFICE OF THE CHIEF CLERK
RECEIVED
OCT 13 1909
DEPT OF COMMERCE AND LABOR

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

Enclosure

I, Joseph Singleton

do solemnly[a] Swear 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.

: Joseph Singleton,

[b] Sworn to and subscribed before me, this 29th day of September, A. D. 1909

(Affix official seal here.)

[c](Name:) Luke S. Johnson

My (Official title:) Notary Public

Comm. Expires Jan. 11th 1913

OFFICIAL TITLE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
Assistant Keeper # 40. p.m.	Charity Island Light-Station, Mich.	Michigan	Michigan

OFFICE OF THE Inspector, 11th LIGHT-HOUSE DISTRICT,

Detroit, Michigan, (Address.) 5 October, '09 (Date.)

The above-named appointee entered upon duty on October 2nd 1909. (Date.)

(Signed:) Fred A Bice Chief Clerk

In the absence and by direction of the Inspector.

GARDED

[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.

OFFICE OF APPOINTMENTS
RECEIVED
OCT 1 1909
DEPT OF COMMERCE AND LABOR

NOTE CAREFULLY.

The oath may be executed at any time subsequent to the actual issuance of the appointment certificate, but no compensation should be paid until the oath is executed in proper form. Whenever possible the oath should be executed upon the date of actual entrance upon duty.

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.

11—944

L.

Ent'd OCT 11 1909

OFFICE OF THE CHIEF CLERK
FORWARDED
OCT 13 1909
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR

PROBATIONARY APPOINTMENT—WITHOUT FIXED DATE

12504

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

September 22, 1909.

W. Asbury Gallagher, of Michigan, having qualified under the civil-service regulations, is hereby appointed Assistant Keeper of Charity Island Light Station, Mich., in the Light-House Service, with compensation at the rate of Duty dollars per annum, for a probationary period of six months, effective beginning September 24, 1909, or as soon thereafter as he enters on duty. (vice Byron Campbell.)

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.

CHANGE REPORTED SEP - 1909 U. S. COMMISSION

CARDED.

RECEIVED SEP 23 1909 TO DISBURSING CLERK DEPT OF COMMERCE AND LABOR

Charles Nagel
Acting Secretary.

11—1910

The Light-House Board
Lt.

Form 73 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

Office of the Inspector, 11th L. H. Dist.,

Detroit, Michigan,

14 September, 1909.
(Date)

The Light-House Board,

Washington, D. C.

Sirs: I have the honor to recommend the (1) Probationary Appointment
(Probationary appointment, transfer, promotion, etc.)
of (2) Mr. Joseph Singleton of (3) Michigan
(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) Charity Island Light-Station, Michigan, at
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
(9) $40 per month, effective beginning (10) 24 Sept., '09 (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) Mr. Myron Campbell, temporary appointee
(State name of *last* person holding position)
who (12) left the station on (13) 2 September, '09
(Died, transferred, resigned, dismissed, etc.) (Last day of service)
Mr. (14) Singleton stands No. (15) 4 in list of eligibles,
Class (16) 5, with an average of (17) 90 6/10 per cent, and
was considered with (18) Messrs. Hubbard, Jr., and Schmidt, the former declining,
and no reply being received from the latter.
(19) letters of declination of Mr. Joseph Hubbard, Jr. herewith.

Respectfully,

Fred B. Sides Chief Clerk
In the absence and by direction of the Inspector.

Department of Commerce and Labor

LIGHT-HOUSE BOARD

ATJ.
12604.
One inclosure.

September 21, 1909.

Approved, and respectfully forwarded to the Honorable the Secretary of Commerce and Labor. The names of Messrs. Hubbard, Jr., and Schmidt have been removed from the register in this Office. The second eligible on the register, John G. Nelson, will not accept appointment at a station where there are no quarters for his family, and there are no accommodations for the families of keepers at this station.

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

11—2314

LIGHTHOUSE SERVICE/LIFESAVING SERVICE—RECORDS CHECKED

10/14/1880

Employee Name: SINGLETON, JOSEPH N. **DOB:** 1/1/1879, MI

SOUNDEX: S524

Records checked:

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

AND

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

If Negative:

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

If Negative:

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

Notes: **DOS: 1909-1940; DOD: 1/1/1964, MI; LIGHTHOUSE SERVICE, MI**

STANDARD FORM 127
JULY 1961 EDITION
PRESCRIBED BY GENERAL SERVICES ADMINISTRATION
REG. 3-IV-302.00

REQUEST FOR OFFICIAL PERSONNEL FOLDER
(SEPARATED EMPLOYEE)

127-103

Submit in duplicate to the Federal Records Center, St. Louis, Mo.

1. DATE OF REQUEST: 25 September 1964

SECTION I—TO BE COMPLETED BY REQUESTING OFFICE

General Services Administration
Federal Records Center
111 Winnebago Street
St. Louis 18, Missouri

2. NAME (*Last, first, middle*)	3. NAME UNDER WHICH FORMERLY EMPLOYED FEDERALLY (*If other than item 2*)	4. DATE OF BIRTH
Singleton, Joseph		10-14-1880

5. FORMER FEDERAL EMPLOYING OFFICE (*Agency, bureau or equivalent, address, and dates of employment*)

Lighthouse Service and U. S. Coast Guard
Retired 12-31-39
Cleveland, Ohio

(*If formerly employed by agencies in addition to above, list under item 7*)

6. PERSONNEL FOLDER ACTION (*Check appropriate box*)

- [ ] a. CURRENTLY EMPLOYED. REQUEST TRANSMISSION OF FOLDER COVERING PREVIOUS FEDERAL EMPLOYMENT FOR PERMANENT RETENTION
- [X] b. REQUEST TRANSMISSION OF FOLDER FOR TEMPORARY USE
- [ ] c. CONSOLIDATE ATTACHED PAPERS WITH OFFICIAL PERSONNEL FOLDER PREVIOUSLY FORWARDED

7. REMARKS

Two folders Department of Commerce or Treasury and Bureau of Lighthouses.

SECTION II—FOR USE BY FEDERAL RECORDS CENTER, ST. LOUIS, MO.

8.

- [ ] a. CONSOLIDATE ATTACHED PAPERS WITH FOLDER PREVIOUSLY FORWARDED
- [X] b. FOLDER ENCLOSED SEP 29 1964 LT
- [ ] c. FOLDER NOT LOCATED
- [ ] d. FLAGGED. FOLDER TO BE FORWARDED WHEN LOCATED
- [ ] e. FOLDER PREVIOUSLY REQUESTED IS ENCLOSED
- [ ] f. FOLDER FORWARDED ON A LOAN BASIS IN LIEU OF INFORMATION REQUESTED. IF EMPLOYEE IS REHIRED, FOLDER SHOULD BE RETAINED BY YOUR AGENCY

9. REMARKS

NOTE.—Original will be used as charge-out by Federal Records Center. Duplicate will be returned as transmittal sheet when appropriate.

SECTION III—TO BE COMPLETED BY REQUESTING OFFICE

TO:
ADDRESS: Chief, Civilian Personnel Division
U. S. Coast Guard
1300 E Street N. W.
ATTN: Washington, D. C. 20226

Requesting agency will type name and address of office submitting request in address box. To be used to mail folder or reply.

☆ U.S. GOVERNMENT PRINTING OFFICE : 1961—O-612728 #16-B

PS-1
1770
14 October 1964

Mr. John H. Singleton
Box 145 A1
Newberry, Michigan

My dear Mr. Singleton:

Receipt is acknowledged of your letter advising us of the death of your father, Joseph N. Singleton, Keeper, former Lighthouse Service, now United States Coast Guard, Retired.

At the time of death there was due your father retired pay for the period 1 - 8 September 1964. Retirement benefits paid by the Coast Guard cease at the death of a retired member.

The records at Headquarters fail to reveal any evidence that your father designated a beneficiary to receive the accrued retired pay due on the date of his death. Payment therefore must be made in the following order of precedence:

1. widow
2. child or children in equal shares
3. parents
4. legal representative
5. heirs at law

If a widow does not survive, payment will be made to the surviving child or children in equal shares. Proof that there is no surviving widow must be submitted with the claim. Forms No. SF-1155, "Claim for Unpaid Compensation of Deceased Civilian Employee (no designated beneficiary or surviving spouse)" should be completed by you to claim your share of the accrued retired pay due. Upon receipt of the names and addresses of other surviving children the necessary forms to apply for their share will be forwarded to them. The original and two copies of the claim should be returned to Commandant (PS-1) with a copy of your birth certificate.

In the event you have in your possession any uncashed retired pay checks, these should be returned to Coast Guard Headquarters for settlement with the claim for the retired pay due.

rat

When the enclosed forms have been completed, return them to Commandant (PS-1) in the enclosed pre-addressed envelope.

Sincerely yours,

R. C. BOARDMAN
Commander, U. S. Coast Guard
Assist.Chief, Personnel Services Division
By direction of the Commandant

Encl: (1) Form No. SF-1155
(2) Envleope

Copy to Commander, 9th Coast Guard District (p)

RATharp:rat 14 October 1964

TREASURY DEPARTMENT
U. S. COAST GUARD
CGHQ-9964 (Rev. 2-62)

REPORT OF DEATH OF PERSONS OTHER THAN THOSE CARRIED AS MISSING

TO: Chief, Payment and Claims Division

DATE: 25 September 1964

NAME	SERVICE NUMBER	GRADE OR RATING
SINGLETON, John N.	(FLHS)	Keeper, Retired

DATE OF RECEIPT OF EVIDENCE OF DEATH	ESTABLISHED DATE OF DEATH
23 September 1964	8 September 1964

Information concerning death of the above-listed person has been received reporting established date of death as herein set forth.

R. C. BOARDMAN, CDR, USCG

Assist. Chief, Personnel Services Division

rat MM 6001



1. CARD NUMBER: CG 004,716

2. EXPIRATION DATE: INDEFINITE

3. ISSUED TO (Typed name ~~and relationship~~): Joseph N. Singleton

4. COLOR EYES	5. COLOR HAIR	6. HEIGHT	7. WEIGHT
Blue	Grey	6'1"	165

8. DATE OF BIRTH OF BEARER: 10-14-1879

9. GRADE ~~AND NAME OF SPONSOR~~: LIGHTKEEPER

10. SERVICE & STATUS ~~OF SPONSOR~~: USCG/CIV. RETIRED

11. SERVICE NO. ~~OF SPONSOR~~: NA

12. AUTHORIZED PATRONAGE: THEATER, COMMISSARY, ~~LIMITED~~ EXCHANGE, UNLIMITED

13. SIGNATURE: Joseph N. Singleton.

out.

SINGLETON, JOSEPH

SINGLETON, JOSEPH

Retired Disa - 1/31/39

OUT FILES

Form 73 **ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF APPOINTEE**

BUREAU OF LIGHT-HOUSES
JUN 14 1912
DEPT OF COMMERCE AND LABOR

Department of Commerce and Labor
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, Eleventh DISTRICT,

Detroit, Mich., June 10 1912.

THE COMMISSIONER OF LIGHTHOUSES:

The following recommendation is submitted:

Action proposed, Change in compensation of:

Name, Joseph Singleton, Legal residence, Michigan.

Position, Assistant Keeper, Salary, $480 per annum.

Location, Charity Island L. S., Mich.

Effective July 1, 1912, or as soon thereafter as he enters on duty. on the actual date of entrance on duty.

Former position, Former salary, $40 per month.

Location,

Rank in list of eligibles, Rating, Percentage,

Other eligibles considered,

Letters of declination inclosed,

Previous incumbent, Services terminated,

Reason,

Remarks: Salaries of Keepers of Lighthouses. (Appropriation.)

In the absence and by direction of the Inspector:

C A Park

Department of Commerce and Labor
BUREAU OF LIGHTHOUSES
WASHINGTON

JUN 21 1912

Respectfully submitted to the Secretary of Commerce and Labor, approved.

11—2314

Acting Commissioner

GENERAL APPOINTMENT

Department of Commerce and Labor
APPOINTMENT DIVISION
Washington

June 28, 1912.

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses.

Sir:

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

Assistant Keeper

in the Lighthouse Service

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

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

(By change from $40 per month.)

By direction of the Secretary:

Respectfully,

(SIGNED) GEO. W. LEADLEY,

Chief of Appointment Division.

P
D

Eo 6 8/1/12 McC

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

Legal Residence: Michigan.

11—3692

READ THE INSTRUCTIONS ON PAGE 3

May 10,1911.

Department of Commerce and Labor

EFFICIENCY REPORT

(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 Joseph Singleton 2. Age 30 (Last birthday.)

3. Bureau Light-House Service 4. Position Asst.Kpr., Charity Island Lt.St.

5. Compensation $40 p.m. 6. Where employed Eleventh District

7. When appointed (*a*) Sept.22,1909 8. How appointed (*b*) Civil Service Examination

9. Status under Civil Service Rules (*c*) 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 None

13. Duties (describe fully) Assistant to Keeper of station and in charge in his absence.

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	100	2	200
Quality of work	100	3	300
Interest manifested in work (see also Question 17)	100	3	300
Attendance	100	2	200
Total		10	1000
Average percentage			100

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.
0	0	0	0	0	0	0	0	0

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.) Routine

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—

C. M. McCormick
Commander U. S. N. Inspector 11th L. H. District

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

C. M. McCormick
Commander U. S. N. Inspector 11th L. H. District

Chief of Bureau or Office.

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT DEC 27 1915 HOUSES

OFFICE OF LIGHTHOUSE INSPECTOR, 11th DISTRICT.

Detroit, Mich., Dec. 23, 1915., 191
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Increase in pay of:

Name, **Joseph Singleton** Legal residence, **Michigan**

Position, **Asst. Keeper** Salary, **$504 per annum.**

Location, **Charity Island Lt. Sta., Mich.** Appropriation, **Sal. Kprs. of L.H.**

Effective **Jan. 1, 1916.** {[1] ~~xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx~~ or as soon thereafter as he enters on duty.

Former position, Asst. Keeper Former salary, **$480 per annum.**

Location, **As above**

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

Previous incumbent, (New position.) Services terminated,

Reason,

Relatives in Government Service, ---

Remarks:

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

In the absence and by direction of the Inspector:

Park

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

DEC 28 1915

Submitted to the Secretary of Commerce, approved.

C

Acting Commissioner

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

11—2314

GENERAL APPOINTMENT—FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT
JAN 7 1916
HOUSE

January 4, 1916.

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Assistant Keeper in the Lighthouse Service at a salary of Five Hundred and Four dollars per annum, effective January 1, 1916.

(By increase in compensation from $480 per annum.)

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

GAD Jan 1-1916.

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

Legal Residence: Michigan.

11—1393

Form 73

NOMINATION

AWP-WCG

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, 11th DISTRICT.

LIGHT HOUSES JUN 22 1916

Detroit, Michigan, June 20, 1916.
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer of.

Name, Joseph Singleton, Legal residence, Michigan.

Position, Second Assistant Keeper, Salary, $540.00 per annum.

Location, Two Harbors Light Sta., and Two Harbors Bkw. Light, Minn. Appropriation, Salaries, Keepers of Lighthouses.

Effective July 1, 1916 {~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Assistant Keeper, Former salary, $504.00 per annum.

Location, Charity Island Light Sta., Michigan.

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

Previous incumbent, Anatole Bergeron, ~~Charles J. Kimber~~ Services terminated, Feb. 29, 1916.

Reason, Resigned.

Members of family in Government Service, None.

Remarks: This position accepted by Mr. Singleton in view of the fact that his present position will shortly be discontinued owing to Charity Island Light Station being made unwatched.

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

In the absence and by direction of the Inspector.

Park

Secretary, Civil Service District.

Superintendent.

Enclosure

BUREAU OF LIGHTHOUSES
WASHINGTON

JUN 28 1916

Submitted to the Secretary of Commerce, approved.

Acting Commissioner

TDC
McC

1 Strike out the clause which does not apply.

11—2314

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT
JUN 24 1916
HOUSES

Aug 15, 1916
Form letter and
Insp + Slip.

June 23, 1916.

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses.

Sir:

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

Second Assistant Keeper

in the Lighthouse Service

at a salary of Five Hundred and Forty dollars per annum,

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

(By transfer from assistant keeper at $504 per annum.)

EOD
Aug 9, 1916
NOW.

By direction of the Secretary:

Respectfully,

(SIGNED) W. S. GILCHRIST

C

Acting Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Anatole Bergeron.

Legal Residence: Michigan.

11—3602

JUN 24 1916

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT HOUSES AUG 24 1916

OFFICE OF LIGHTHOUSE INSPECTOR, Eleventh DISTRICT.

Detroit, Michigan, August 22, 1916.
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion of.

Name, Joseph Singleton, Legal residence, Michigan.

Position, First Assistant Keeper. Salary, $504.00 per annum.

Location, Two Harbors Light Sta., and Two Harbors Breakwater Lt., Minn. Appropriation, Salaries, Keepers of Lighthouses.

Effective September 1, 1916. {~~The actual date of entrance on duty;~~ or as soon thereafter as he enters on duty.

Former position, Second Assistant Keeper. Former salary, $540.00 per annum.

Location, Two Harbors Light Sta., and Two Harbors Breakwater Lt., Minn.

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

Previous incumbent, James W. Brown, Services terminated, August 31, 1916.

Reason, Transfer.

Members of family in Government Service, None.

Remarks: Reduction in salary on account quarters and fuel furnished for family of First Assistant Keeper. None furnished for family of Second Assistant Keeper.

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

Edw. A. Woodruff

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

AUG 24 1916

Submitted to the Secretary of Commerce, approved.

Acting Commissioner

1 Strike out the clause which does not apply.

11—2314

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT
AUG 28 1916
HOUSES

August 26, 1916.

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses.

Sir:

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

~~First Assistant Keeper~~

in the ~~Lighthouse Service~~

at a salary of ~~Five Hundred and Four~~ dollars per ~~annum~~,

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

(By promotion from second assistant keeper at $540 per annum.)

Ed D Sept 9, 1916. gr

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

RC

Appropriation: Salaries, Keepers of Lighthouses.

Vice: James W. Brown.

Legal Residence: Michigan.

11—3692

AUG 28 1916

RG-EK
Incls.

March 9, 1925.

in file
1633 Pt. 8.

Subject: 11th Supt's. letter, Feb. 6, amendment of notices of adjustment for Keepers Singleton and Parker. copy in file

Submitted to Secretary of Commerce with recommendation that Keeper Singleton's notice be amended to $1440 and Keeper Parker's to $1200, for the reasons stated by the Superintendent. Recommendation in the case of Keeper Brooks has heretofore been submitted to the Department.

J. S. CONWAY

for Acting Commissioner of Lighthouses.

Form A-3

DEPARTMENT OF COMMERCE
DIVISION OF PERSONNEL
WASHINGTON

June 16, 1939

Mr. Joseph Singleton

Through the Commissioner of Lighthouses.

You are advised that your compensation has been changed as indicated below, effective June 16, 1939.

A new appointment will not be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

OLIVER C. SHORT
Director of Personnel.

From: $1680

To: $1740

Service and grade:

Appropriation (unit): Field

11
C

JUL 15 1939

Form 9

U. S. COAST GUARD 3

REC'D DEC 22 1939 By

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Date 22 November, 1939

~~Superintendent of Lighthouses,~~

Commander, Cleveland District
U. S. Coast Guard,
Cleveland, Ohio.
(City)

I hereby apply for retirement from active duty in the Lighthouse Service effective December 31, 1939, on the basis of service shown hereon.

/s/ Joseph Singleton
(Name)

Keeper, Crisp Point Light Station, Mich.
(Designation)

OFFICE OF ~~SUPERINTENDENT OF LIGHTHOUSES~~ Commander, Cleveland District.

City Cleveland, Ohio. *Date* 18 December, 1939.

Submitted to ~~Commissioner of Lighthouses, Washington, D. C.,~~ Commandant, recommending retirement at $1264.87 per annum, effective at the close of December 31, 1939

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

W. A. BENHAM.
~~Superintendent of Lighthouses.~~

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

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name Joseph Singleton Date of birth October 14, 1880.

Designation Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment	Oct.	2	1909	Dec.	31	1939	
Total service	30 Years and 2 Months, 29 days (Typo)						

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

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

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

If so, state the compensation received:

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

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

Designation	Beginning			Ending			Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year		
	Jan.	1	1935	June	30	1935	1680	840
	July	1	1935	June	30	1936	1680	1680
	July	1	1936	June	30	1937	1680	1680
	July	1	1937	June	30	1938	1680	1680
	July	1	1938	June	15	1939	1680	1610
	June	16	1939	June	30	1939	1740	72.50
	July	1	1939	Dec.	31	1939	1740	870.

Total compensation for last five years of active service $8432.50

Average compensation for last five years of active service $1686.50

Annual rate of retired pay ($ 1686.50 × years 30 (Not exceeding 30) ÷ 40) = $1264.87

U. S. GOVERNMENT PRINTING OFFICE 11—10551

Form 9a HVC:DG

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

U. S. COAST GUARD 3

REC'D DEC2 2 1939 By

CERTIFICATE OF MEDICAL EXAMINATION, DISABILITY RETIREMENT

(Act of March 4, 1925)

NAME OF CLAIMANT Joseph Singleton DESIGNATION Keeper

Height 6 feet Weight 175 pounds. Complexion Fair

Color of eyes blue Color of hair grey

Here give a complete personal description, together with permanent marks and scars other than those described below in physical examination: none

Description of duties of position (to be filled in by Superintendent of Lighthouses): Standing watch, operation of lights, climbing, painting, maintenance of mechanical equipment, maintenance of buildings and grounds at the light station.

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: Cause unknown. Sight and hearing gradually getting worse. Breath getting shorter. and any violent exercise useing me up.

PHYSICAL EXAMINATION

Visual acuity (uncorrected): R. E. 20/30 L. E. 20/30-3

With correction in spectacles: R. E. 20/40-2 L. E. 20/30-2

Accommodation: Reads Jaeger No. J-2 at 13 inches, without correction.

Reads Jaeger No. J-7 at 13 inches, with correction.

Central color vision (binocular) Normal (Name method used) Color plates

Inspection Normal

Pupils Equal Pupillary reaction Normal

Hearing: Whispered voice (unaccentuated) heard with R. E. at 8 ft., L. E. at 8 ft.

Appearance of right drum retracted, left drum retracted

Is there any disease of the middle or internal ear or mastoid? No If so, specify

[OVER]

11—10543

COPY

Condition of nose and sinuses ... Negative

Condition of mouth and throat, including tonsils and teeth ... Negative

Bones, joints, muscles, including atrophies ... Negative
(Express limitation of motion, if any, in degrees and joint involved)

Respiratory system ... Negative

Cardiovascular system:

(a) Heart ... Slightly enlarged

(1) Murmurs ... None (2) Arrhythmias ... No

(b) Pulse rate: (1) Sitting ... 84 (2) After exercise ... 104 (3) 2 minutes after exercise ... 88

(c) Blood pressure: (1) Sitting—Syst. ... 130 Diast. ... 72 (2) After ex.—Syst. ... 154 Diast. ... 80

(d) Condition of blood vessels ... Negative

Evidence of thyroid or other endocrine disturbance ... No

Abdomen and gastro-intestinal system, including hernia ... Negative except constipated

Genito-urinary system:

Urinalysis—Sp. gr. ... 1014 Reaction ... Acid Albumin ... No Sugar ... No

Sediment microscopic (required when albumin or sugar is found) ... Negative

Reflexes, motor disturbances, etc.:

(a) Station ... Normal (e) Gait ... Normal

(b) Tremor ... Mild (f) Coordination ... Normal

(c) Patellar reflexes ... Negative (g) Peripheral circulation ... Impaired in lower extremities

(d) Other motor disturbances ... None

Alcohol ... no Drugs ... no Syphilis ... no Epilepsy ... no

Other neurological findings ... none

General impression ...

Here describe fully nature of disability: ... Hearing defect and impaired cardiac function

Is disability to perform duty of a permanent character? ... Yes

Is it indicated that applicant may recover from disability and be fit for restoration to active duty? ... No ... Do you recommend reexamination with this in view? ... No

I ... HEREBY CERTIFY that upon examination ... I ... find the above-named claimant to be disabled for useful and efficient service by reason of the disability above described, which is not due to vicious habits, intemperance, or willful misconduct on his part.

The examining physician must be in the Federal Service

Newberry, Mich. ... /s/ Geo. F. Swanson
(Place of examination) (Examining surgeon)

Sept. 7, 1939. ... A.A. Surg. U.S.P.H.S.
(Date) (Title and branch of medical service)

U. S. GOVERNMENT PRINTING OFFICE 11—10543

75

REFER TO FILE

U. S. COAST GUARD 3

REC'D DEC 22 1939 By

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

OFFICE OF
THE DISTRICT COMMANDER
~~XXXXXXXXXX~~

~~BUFFALO, N.Y.~~
Cleveland, Ohio.
18 December, 1939.

From: Commander, Cleveland District.
To: Commandant.

Subject: Retirement of Joseph Singleton, Keeper, Crisp Point Light Station, Michigan.

Inclosure: 1. Form 9.

1. Inclosure (1) is forwarded with recommendation that Mr. Singleton be retired, effective 1 January, 1940, in view of the fact that he has had over thirty years' service and proposed change of Crisp Point Light Station to an automatic light will permit the discontinuance of the position which he occupies as recommended in separate communication of this date. Mr. Singleton's health has been failing and there is inclosed certificate of medical examination from Geo. F. Swanson, Acting Assistant Surgeon, U. S. Public Health Service, Newberry, Michigan, dated 7 September, 1939, showing diagnosis of defective hearing and impaired cardiac function. Mr. Singleton expressed a desire to finish out the season at his station. His address after retirement will be 315 West Helen Street, Newberry, Michigan.

W. A. Benham

W. A. BENHAM.

Form 9a HWC:DG

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

U. S. COAST GUARD 3
REC'D DEC 22 1939 By

CERTIFICATE OF MEDICAL EXAMINATION, DISABILITY RETIREMENT

(Act of March 4, 1925)

NAME OF CLAIMANT Joseph Singleton DESIGNATION Keeper

Height 6 feet Weight 175 pounds. Complexion Fair

Color of eyes blue Color of hair grey

Here give a complete personal description, together with permanent marks and scars other than those described below in physical examination: none

Description of duties of position (to be filled in by Superintendent of Lighthouses):
Standing watch, operation of lights, climbing, painting, maintenance of mechanical equipment, maintenance of buildings and grounds at the light station.

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: Cause unknown. Sight and hearing gradually getting worse. Breath getting shorter and any violent exercise useing me up.

PHYSICAL EXAMINATION

Visual acuity (uncorrected): R. E. 20/30 L. E. 20/30-3

With correction in spectacles: R. E. 20/40-2 L. E. 20/30-2

Accommodation: Reads Jaeger No. J-2 at 13 inches, without correction.

Reads Jaeger No. J-7 at 13 inches, with correction.

Central color vision (binocular) Normal (Name method used) Color plates

Inspection Normal

Pupils Equal Pupillary reaction Normal

Hearing: Whispered voice (unaccentuated) heard with R. E. at 8 ft., L. E. at 8 ft.

Appearance of right drum retracted, left drum retracted

Is there any disease of the middle or internal ear or mastoid? No If so, specify

[OVER]

11—10543

COPY

Condition of nose and sinuses Negative

Condition of mouth and throat, including tonsils and teeth Negative

Bones, joints, muscles, including atrophies Negative
(Express limitation of motion, if any, in degrees and joint involved)

Respiratory system Negative

Cardiovascular system:

(a) Heart Slightly enlarged

(1) Murmurs None (2) Arrhythmias No

(b) Pulse rate: (1) Sitting 84 (2) After exercise 104 (3) 2 minutes after exercise 88

(c) Blood pressure: (1) Sitting—Syst. 130 Diast. 72 (2) After ex.—Syst. 154 Diast. 80

(d) Condition of blood vessels Negative

Evidence of thyroid or other endocrine disturbance No

Abdomen and gastro-intestinal system, including hernia Negative except constipated

Genito-urinary system:

Urinalysis—Sp. gr. 1014 Reaction Acid Albumin No Sugar No

Sediment microscopic (required when albumin or sugar is found) Negative

Reflexes, motor disturbances, etc.:

(a) Station Normal (e) Gait Normal

(b) Tremor Mild (f) Coordination Normal

(c) Patellar reflexes Negative (g) Peripheral circulation Impaired in lower extremities

(d) Other motor disturbances None

Alcohol no Drugs no Syphilis no Epilepsy no

Other neurological findings none

General impression

Here describe fully nature of disability: Hearing defect and impaired cardiac function

Is disability to perform duty of a permanent character? Yes

Is it indicated that applicant may recover from disability and be fit for restoration to active duty? No Do you recommend reexamination with this in view? No

I HEREBY CERTIFY that upon examination I find the above-named claimant to be disabled for useful and efficient service by reason of the disability above described, which is not due to vicious habits, intemperance, or willful misconduct on his part.

The examining physician must be in the Federal Service

Newberry, Mich. (Place of examination)

/s/ Geo. F. Swanson (Examining surgeon)

Sept. 7, 1939. (Date)

A.A. Surg. U.S.P.H.S. (Title and branch of medical service)

U.S. GOVERNMENT PRINTING OFFICE 11—10543

OFFICE OF THE CHIEF MEDICAL OFFICER

COAST GUARD HEADQUARTERS

Date 27 December, 1939.

Memorandum for— Chief Personnel Officer (via Mr. Gross):

Subject: Keeper Joseph Singleton; physical condition.

Reference: (a) Certificate of medical examination, disability retirement, Newberry, Michigan, 7 September, 1939.

1. Papers returned.

2. The medical evidence contained in reference (a) has been reviewed and found satisfactory. It is recommended that Keeper Singleton be retired for physical disability.

By direction.

T. LE BLANC,
Chief Pharmacist.

DEPT. STOCK FORM 1241

UNITED STATES TREASURY DEPARTMENT

WASHINGTON, D. C.

Letter at dept for signature

PAGE:

28 December, 1939.

PERSONNEL ACTION

Singleton, Joseph

Date Prepared:

Name: U. S. Coast Guard

From:

Nature of Action: Retirement, Disability, Lighthouse Law of March 4, 1925

	FROM	TO
Position	Keeper	
Grade	Field (Range $1500-1860)	
Salary	$1740 pa. plus $180 pa. Qtrs.	
	U. S. Coast Guard	
	Detroit, Michigan	
Bureau		
Office		
Unit		
Division		
Section	Cleveland, Ohio	
Sub Section	Crisp Point Lt.Station, Mich.	
Headquarters	Sal., Kprs. of Lhs., Coast Guard	
Post of Duty		
Appropriation		
Allotment	X	

See address in Letter 7, 1/18/39 from Dist

EFFECTIVE: Close of December, 1939.

FIELD ☐ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

BUREAU OR DIVISION NO.

DATE OF BIRTH: 10-31-80

LEGAL RESIDENCE:

VETERAN'S PREFERENCE

NATURE OF POSITION

NEW

ADDITIONAL IDENTICAL

VICE VACANCY:

VICE:

CIVIL SERVICE AUTHORITY:

DATE OF EFFECT:

Lighthouse Act

SUBJECT TO RETIREMENT ACT:

Remarks:

The annual rate of retired pay is $1264.87

Justification: Total service: 30 years, 2 months, and 29 days.

Computation: ($1686.90 x 30 years ÷ 40) $1264.87

DATE APPROVED

DATE

BUREAU SUSPENSE AND FILE COPY

HR RG

BILLMAN PANFOLD CORP.

DEPT. STOCK FORM 3348

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE:

PERSONNEL ACTION

Date Prepared: 28 December, 1939.

Name: Singleton, Joseph

From: U. S. Coast Guard

Nature of Action: Retirement, Disability, Lighthouse Law of March 4, 1925

	FROM	TO
Position	Keeper	
Grade	Field (Range $1500-1860)	
Salary	$1740 pa. plus $180 pa. Ctrs.	
Bureau	U. S. Coast Guard	
Office	Detroit, Michigan	
Unit		
Division		
Section		
Sub-Section	Cleveland, Ohio	
Headquarters	Crisp Point Lt.Station, Mich.	
Post of Duty	Sal., Xpns. of Lhs.,Coast Guard	
Appropriation		
Allotment	x	

EFFECTIVE 1 December, 1939. FIELD ☐ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

BUREAU OR DIVISION NO.

DATE OF BIRTH: 10-12-80

LEGAL RESIDENCE: Michigan

VETERAN'S PREFERENCE

NATURE OF POSITION NEW:

ADDITIONAL IDENTICAL

VICE VACANCY:

VICE:

CIVIL SERVICE AUTHORITY:

DATE OF EFFECT:

SUBJECT TO RETIREMENT ACT: Lighthouse 1st 3-4-25

Remarks:

The annual rate of retired pay is $1264.87

Justification:

Total services: 30 years, 2 months, and 29 days.

Computation: ($1686.50 x 30 years ÷ 40) $1264.87

DATE APPROVED 1-10-40

BUREAU OR DIVISION PERSONNEL FILES

JAN 12 1940

DATE

JAN 5 1940

Mr. Joseph Singleton
Lighthouse Keeper
315 West Helen Street
Newberry, Michigan

Dear Mr. Singleton:

My attention has been called to the fact that you retired from the Coast Guard at the close of December 31, 1939, after more than thirty years of active service.

I take pleasure in congratulating you upon your long and efficient service, and entertain the hope that you may long enjoy the leisure afforded by relief from active duty.

Very truly yours,

(Signed) Herbert E. Gaston

Acting Secretary of the Treasury

copy sent to Dist.
1/12/40

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

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

RECEIVED OCT 16 1939

Department or Establishment Coast Guard Lighthouse Service. **Date** 10-7th 1939.

1. Name in full (Mr., Miss, or Mrs.) Mr. ~~Joseph~~ Singleton (Surname) Joseph. (Given name) Noah. (Middle name)
2. Present address 315 (Number) West Helen. (Street) Newberry. (City) mich. (State)
3. Legal (voting) residence 12th Congressional Dist. mich. (State and Congressional District) Luce. (County) Newberry. (City or town)
4. Where born Michigan near Caseville. (State or foreign country) Huron (City or town) When born Oct 14th 1880. (Month Day Year)
5. If foreign-born, state whether naturalized or alien
6. Indicate sex, marital condition, and race by check, thus: √ If Mrs., state other names under which previously employed.

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

7. Number and ages of dependents domiciled with you 1. wife age 50 years.
8. A complete record of your past service for the United States Government other than military or naval: none

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED Month	Day	Year	DATE SEPARATED Month	Day	Year
Light House.	Charity Island mich. / Two Harbors Minn. / Grosh Point mich	Keeper.		10	2	1909.			

9. Are any members of your family, who are domiciled with you, in the U. S. Government service? If so, state below: none

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

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

(Title) (Location) (Date appointment expires)

11. Are you the wife of a disabled veteran or widow or orphan of a person who was in the military or naval service? none.

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

12. Military and naval record. If any, check (√) to indicate branch and other information, and give dates of enlistment and discharge: none

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

Enlisted ..... Discharged .....
Rank ..... Rank .....
Organization ..... Organization .....

Enlisted ..... Discharged .....
Rank ..... Rank .....
Organization ..... Organization .....

[OVER]

10—1930

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

14. Statement of principal employment other than with the United States Government: none.

NAME AND ADDRESS OF EMPLOYER	POSITION AND CHARACTER OF WORK	LENGTH OF SERVICE

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

Common school	High school	College	(Name of college, degrees, and dates conferred) none
1 2 3 4 5 6 7 (8)	1 (2) 3 4	1 2 3 4	

16. In case of emergency, notify Mrs. Joseph Singleton.

Relationship Wife. Post office address 315. West Helen St. Newberry. Mich.

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

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

U. S. GOVERNMENT PRINTING OFFICE 10—1930

Copy of this form has not been sent to the Department

3—2 File 92

2 November 1948
FA-PA 75

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

Gentlemen:

Reference your file Misc-2889221. Inclosed is a letter of Mr. Joseph Singleton, a retired member of the former Lighthouse Service, in which he claims the difference due in retired pay based on gross salary, which includes the amount deducted as a charge for occupancy of Government quarters, over that paid him based on net salary, for the period January 1, 1940 to June 30, 1947. In this connection, reference is made to the Comptroller General's decision of October 23, 1947 (B-70029). Also inclosed is Standard Form 50 (9 Part), describing this retirement. This form shows correct computation of retired pay to be $1399.87 per annum, whereas, for the period January 1, 1940 to June 30, 1947, Mr. Singleton was paid at the rate of $1264.87 per annum - an underpayment of $135.00 per year, or $11.25 per month. Computation of the amount due and appropriations chargeable are as follow:

2001255	- Retired Pay, Former Lighthouse Service, Coast Guard,	1940	$ 67.50
2011255	" " " " " " "	1941	135.00
2021255	" " " " " " "	1942	135.00
2031255	" " " " " " "	1943	135.00
2041255	" " " " " " "	1944	135.00
2051255	" " " " " " "	1945	135.00
2061255	" " " " " " "	1946	135.00
2071255	" " " " " " "	1947	135.00
		TOTAL	$1,012.50

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

Mr. Singleton's mailing address is 315 West Helen St., Newberry, Mich., and his claim is forwarded for settlement. No part of this claim has been or will be paid by this office.

By direction of the Commandant.

Very truly yours,

4 NOV 1948

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

Incls:
1. Claimant's letter of 12/26/47
2. Standard Form 50 (9 Part)

CC: Claimant
Budget Division, Sta. 6-3
JGant:edl
11-1-48 6-7

GENERAL ACCOUNTING OFFICE
WASHINGTON 25

CLAIMS DIVISION

IN REPLY PLEASE QUOTE

Misc-2889221-RFR

February 16, 1948

Treasury Department,
United States Coast Guard,
Washington 25, D. C.

Sirs:

There is transmitted herewith for administrative examination and report the claim of Joseph Singleton, Newberry, Michigan, for an amount alleged to be the difference due for retired pay based on gross salary over that paid based on net salary from December 31, 1939 through June 30, 1947.

If there is an amount found due the claimant, there should be transmitted a properly prepared voucher showing the appropriation chargeable, together with a copy of appointment covering the last five years prior to retirement.

The enclosure should be returned with your report.

Respectfully,

P. E. Sours

Chief of Section.

Enclosure.

521

18 January, 1940.

From: Commander, Cleveland District.
To: Keeper, Crisp Point Light Station,
Whitefish Point, Michigan.

1. You are directed to return pay check for the period of 1 January, through 15 January, 1940, to this office for cancellation, inasmuch as you were retired from active duty effective at the close of 31 December, 1939. In event the check has been cashed remit $72.50 in a money order drawn to the order of the Treasurer of the United States.

F. P. Dillon,
Commander, U. S. Coast Guard,
Assistant to the District Commander.

WL:JM

DEPT. STOCK FORM 2249

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE:

PERSONNEL ACTION

Date Prepared: 22 December, 1939.

Name: Singleton, Joseph

From: U. S. Coast Guard

Nature of Action: Retirement, Disability, Lighthouse Law of March 4, 1925

	FROM	TO
Position	Keeper	
Grade	Field (Range $1500-1860)	
Salary	$1740 pa. plus $180 pa. Qtrs.	
Bureau	U. S. Coast Guard	
Office	Detroit, Michigan	
Unit		
Division		
Section		
Sub-Section	Cleveland, Ohio	
Headquarters	Crisp Point Lt.Station, Mich.	
Post of Duty	Sal., Xprs. of Lhs.,Coast Guard	
Appropriation		
Allotment	x	

EFFECTIVE 22 December, 1939. FIELD ☐ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks:

The annual rate of retired pay is $1264.87 ✓

Justification:

Total services: 30 years, 2 months, and 29 days.

Computation: ($1686.50 x 30 years ÷ 40) $1264.87

entered on Records Original 1-1-40 B

BUREAU OR DIVISION NO.

DATE OF BIRTH: 15-12-80

LEGAL RESIDENCE: Michigan

VETERAN'S PREFERENCE

NATURE OF POSITION NEW:

ADDITIONAL IDENTICAL

VICE VACANCY:

VICE:

CIVIL SERVICE AUTHORITY:

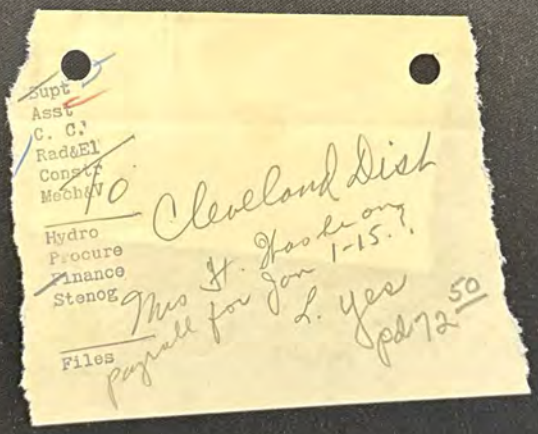
DATE OF EFFECT:

SUBJECT TO RETIREMENT ACT: Lighthouse Act 3-4-25

DATE APPROVED 1-1-40

SUBORDINATE ADMINISTRATIVE OFFICE

DATE


Supt
Asst
C. C.
Rad&El
Const
Mech
Hydro
Procure
Finance
Stenog
Files
Cleveland Dist
Mrs H. Hooker
payroll for Jan 1-15.
2. yes
pd 72.50

JAN 5 1940

Mr. Joseph Singleton
Lighthouse Keeper
315 West Helen Street
Newberry, Michigan

Dear Mr. Singleton:

My attention has been called to the fact that you retired from the Coast Guard at the close of December 31, 1939, after more than thirty years of active service.

I take pleasure in congratulating you upon your long and efficient service, and entertain the hope that you may long enjoy the leisure afforded by relief from active duty.

Very truly yours,

Acting (Signed) Herbert E. Gaston
Secretary of the Treasury

XXXXXXXXXXXXX
Cleveland, Ohio.
18 December, 1939.

XXXXXXXXXX

From: Commander, Cleveland District.
To: Commandant.

Subject: Retirement of Joseph Singleton, Keeper, Crisp Point Light Station, Michigan.

Inclosure: 1. Form 9.

1. Inclosure (1) is forwarded with recommendation that Mr. Singleton be retired, effective 1 January, 1940, in view of the fact that he has had over thirty years' service and proposed change of Crisp Point Light Station to an automatic light will permit the discontinuance of the position which he occupies as recommended in separate communication of this date. Mr. Singleton's health has been failing and there is inclosed certificate of medical examination from Geo. F. Swanson, Acting Assistant Surgeon, U. S. Public Health Service, Newberry, Michigan, dated 7 September, 1939, showing diagnosis of defective hearing and impaired cardiac function. Mr. Singleton expressed a desire to finish out the season at his station. His address after retirement will be 315 West Helen Street, Newberry, Michigan.

W. A. BENHAM.

HMC:HRD

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name James Singleton Date of birth October 14, 1880.

Designation Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment	Oct.	2	1909	Dec.	31	1939	
Total service	30 Years and 3 Months						

Does applicant receive or has he applied for a pension from the Government under any law? ---------- If so, give number of pension certificate or of claim: ----------

Does applicant receive or has he applied for compensation under the War Risk Insurance Act? ---------- If so, give number of claim: ----------

Does applicant receive or has he applied for compensation under the Federal Compensation Act, as amended? ----------

If so, state the compensation received: ----------

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

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

Designation	Beginning			Ending			Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year		
	Jan.	1	1935	June	30	1935	1680	840
	July	1	1935	June	30	1936	1680	1680
	July	1	1936	June	30	1937	1680	1680
	July	1	1937	June	30	1938	1680	1680
	July	1	1938	June	15	1939	1680	1610
	June	16	1939	June	30	1939	1740	72.50
	July	1	1939	Dec.	31	1939	1740	870.

Total compensation for last five years of active service $8432.50

Average compensation for last five years of active service $1686.50

Annual rate of retired pay ($ 1686.50 × years 30 (Not exceeding 30) ÷ 40) = $1264.87

Entered B 12/20/39

U. S. GOVERNMENT PRINTING OFFICE 11—10551

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Date 22 November, 1939

~~Superintendent of Lighthouses,~~

Commander, Cleveland District
U. S. Coast Guard,
Cleveland, Ohio.
(City)

I hereby apply for retirement from active duty in the Lighthouse Service effective December 31, 1939, on the basis of service shown hereon.

(Name)

Keeper, Crisp Point Light Station, Mich.
(Designation)

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

City ..... *Date* .....

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

per annum, effective at the close of .....

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

Superintendent of Lighthouses.

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

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

TREASURY DEPARTMENT
United States Coast Guard
XXXXXXXXXXXXXXXXXXXXXXXXXXXX

28 September, 1939.

Joseph Singleton, Keeper,
Crisp Point Light Station,
Whitefish Point, Michigan.

1. In reply to your letter 23 September, 1939, in which you state that you will endeavor to stay on duty for the remainder of the season of navigation and will not make application for retirement on account of physical disability before that time, your faithfulness and loyalty to the Service are appreciated. The office will take up the matter in regard to your retirement at the close of navigation, 1939.

/s/ F. P. DILLON

F. P. DILLON,
Superintendent of Lighthouses.

FPD:AIB

COPY to M. W. Rasmussen, Chief of Staff:

This office has received the application from head keeper, Joseph Singleton, at Crisp Point Light Station, for retirement on account of disability reported by Public Health Service physician's certificate and has asked this keeper to defer retirement, if possible, to take effect at the close of navigation, and this office has offered to furnish the keeper extra help if needed to help over the time until the close of navigation. The keeper stated that this extra help will not be necessary. The keeper entered on duty in the Lighthouse Service October 2, 1909, and his position will be discontinued prior to 1 July, 1940, which, in accordance with legislation recently passed, will permit him to retire under the Lighthouse Service Retirement Act on three-quarters pay. Certain changes will be made at the light station, including an automatic light in the tower and a lighted buoy off the light station which will no longer require the services of a head keeper after these changes and improvements have been made. The plan has all been approved by Headquarters.

The keeper has stated: "I will be glad to finish the balance of the season as suggested and do not think it will be necessary to have the extra help, at least not at present. The trip out after navigation closes will be the tough part, but if necessary I can get assistance from the Vermillion Coast Guard Station to help me through to the open roads.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name James Singleton Date of birth October 14, 1890.

Designation Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment	Oct.	2	1909	Dec.	31	1939	
Total service	30 Years and 3 Months						

Does applicant receive or has he applied for a pension from the Government under any law? _____ If so, give number of pension certificate or of claim: _____

Does applicant receive or has he applied for compensation under the War Risk Insurance Act? _____ If so, give number of claim: _____

Does applicant receive or has he applied for compensation under the Federal Compensation Act, as amended? _____

If so, state the compensation received: _____

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

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

Designation	Beginning			Ending			Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year		
	Jan.	1	1935	June	30	1935	1680	840
	July	1	1935	June	30	1936	1680	1680
	July	1	1936	June	30	1937	1680	1680
	July	1	1937	June	30	1938	1680	1680
	July	1	1938	June	15	1939	1680	1610
	June	16	1939	June	30	1939	1740	72.50
	July	1	1939	Dec.	31	1939	1740	870.

Total compensation for last five years of active service $8432.50

Average compensation for last five years of active service $1686.50

Annual rate of retired pay ($ 1686.50 × years 30 (Not exceeding 30) ÷ 40) = $1264.87

U. S. GOVERNMENT PRINTING OFFICE 11—10551

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Date 22 November, 1939

~~Superintendent of Lighthouses,~~

Commander, Cleveland District
U. S. Coast Guard,
Cleveland, Ohio.
(City)

I hereby apply for retirement from active duty in the Lighthouse Service effective December 31, 1939, on the basis of service shown hereon.

(Name)

Keeper, Crisp Point Light Station, Mich.
(Designation)

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

City ..... *Date* .....

Submitted to Commissioner of Lighthouses, Washington, D. C., recommending retirement at $..... per annum, effective at the close of .....

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

Superintendent of Lighthouses.

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

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name James Singleton Date of birth October 14, 1880.

Designation Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment	Oct.	2	1909	Dec.	31	1939	
Total service	30 Years and 3 Months						

Does applicant receive or has he applied for a pension from the Government under any law? ---- If so, give number of pension certificate or of claim: ----

Does applicant receive or has he applied for compensation under the War Risk Insurance Act? ---- If so, give number of claim: ----

Does applicant receive or has he applied for compensation under the Federal Compensation Act, as amended? ----

If so, state the compensation received: ----

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

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

Designation	Beginning			Ending			Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year		
	Jan.	1	1935	June	30	1935	1680	840
	July	1	1935	June	30	1936	1680	1680
	July	1	1936	June	30	1937	1680	1680
	July	1	1937	June	30	1938	1680	1680
	July	1	1938	June	15	1939	1680	1610
	June	16	1939	June	30	1939	1740	72.50
	July	1	1939	Dec.	31	1939	1740	870.

Total compensation for last five years of active service $8432.50

Average compensation for last five years of active service $1686.50

Annual rate of retired pay ($ 1686.50 × years 30 (Not exceeding 30) ÷ 40) = $1264.87

U. S. GOVERNMENT PRINTING OFFICE 11—10551

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Date 22 November, 1939

~~Superintendent of Lighthouses,~~

Commander, Cleveland District
U. S. Coast Guard,
Cleveland, Ohio.
(City)

I hereby apply for retirement from active duty in the Lighthouse Service effective December 31, 1939, on the basis of service shown hereon.

(Name)

Keeper, Crisp Point Light Station, Mich.
(Designation)

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

City ..... *Date* .....

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

per annum, effective at the close of .....

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

Superintendent of Lighthouses.

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

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

TREASURY DEPARTMENT
United States Coast Guard
xxxxxxxxxxxxxxxxxxxxxxxxx
xxx
xxxxxxxxxxxxxxxx

22 November, 1939.

Joseph Singleton, Keeper,
Crisp Point Light Station,
Whitefish Point, Michigan.

Subject: Application for retirement.

Reference: (a) Your letter 23 September, 1939.

Inclosure: 1. Application Form 9.

1. In accordance with your above referenced request, application for retirement at the close of December 31, 1939, is forwarded herewith for signature and return. When returning the form, you are requested to state what your address will be after you are retired.

F. P. DILLON,
Superintendent of Lighthouses.

By:
H. M. CROSS, Chief Clerk.

HMC:HRD

Jan 1/35	June 30/35	1680	840
July 1/35	June 30/36	1680	1680
" /36	" /37	1680	1680
" /37	" /38	1680	1680
" /38	June 15/39	1680	1610
June 16/39	June 30/39	1740	72.50
July 1/39	Dec 31/39	1740	870.

Total 8432.50

avg 1686.50

Annual 1686.50 × 30 ÷ 40 = 1264.87

TREASURY DEPARTMENT
United States Coast Guard

CHANGE IN MAILING ADDRESS
SUPERINTENDENT OF LIGHTHOUSES
DETROIT, MICH.

All correspondence, telegrams, etc., after the close of business on the 22nd of November, 1939, should be addressed to:

COMMANDER, CLEVELAND DISTRICT,
UNITED STATES COAST GUARD,
CLEVELAND, OHIO.

ATTENTION: OFFICER IN CHARGE,
AIDS TO NAVIGATION,
DETROIT AREA.

F. P. DILLON,
Superintendent of Lighthouses.

By: DWIGHT A. CHASE, Asst.Supt.

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Date Sept. 4th 1939

Superintendent of Lighthouses,

11th District

Detroit, Mich
(City)

I hereby apply for retirement from active duty in the Lighthouse Service effective Sept. 30th 1939 on the basis of service shown hereon.

Joseph Singleton
(Name)

Keeper.
(Designation)

Crisp Point Light Station

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

From: Assistant to the District Commander
To : Commandant (via Commander, Cleveland District)

~~City~~ Detroit Michigan Date 13 September 1939

~~Submitted to Commissioner of Lighthouses, Washington, D. C.~~, recommending retirement at $ 1,262.51 per annum, effective at the close of 30 September, 1939

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

HMC:B

Superintendent of Lighthouses.
Assistant to the District Commander

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

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

OFFICE

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name Joseph Singleton Date of birth October 14th 1880

Designation Keeper in Lighthouse Service.

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment							
Lighthouse Service	Oct.	2	1909	Sept.	30	1939	
Total service	29	years	11	Mo.	29	da.	

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

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

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

If so, state the compensation received:

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

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

Designation	Beginning			Ending			Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year		
	Oct.	1	1934	June	30	1935	1680	1260
	July	1	1935	June	30	1936	1680	1680
	July	1	1936	June	30	1937	1680	1680
	July	1	1937	June	30	1938	1680	1680
	July	1	1938	June	15	1939	1680	1610
	June	16	1939	June	30	1939	1740	72.50
	July	1	1939	Sept.	30	1938	1740	435.00

Total compensation for last five years of active service 8,417.50

Average compensation for last five years of active service 1,683.50

Annual rate of retired pay ($1,683.50 × years 29.9972 ÷ 40) = 1,262.51

(Not exceeding 30)

U. S. GOVERNMENT PRINTING OFFICE 11—10551

OFFICE

Endorsement on letter
to J. Singleton:

25 September, 1939.

It would be appreciated by this office if instructions could be issued to the Officer in Charge of the Vermillion Coast Guard Station to render assistance to the keeper, who is suffering from heart disease in getting from Crisp Point Light Station through to the open roads at the close of navigation.

F. P. DILLON,
Assistant to the District Commander.

FPD:AIB

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

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

RECEIVED
OCT 16 1939

Department or Establishment Coast Guard Lighthouse Service **Date** 10-7th 1939.

1. Name in full (Mr., Miss, or Mrs.) Mr. Singleton (Surname) Joseph (Given name) Noah. (Middle name)
2. Present address 315 (Number) West Helen (Street) Newberry (City) mich. (State)
3. Legal (voting) residence 12th Congressional Dist. mich. (State and Congressional District) Luce (County) Newberry. (City or town)
4. Where born Michigan (State or foreign country) near Caseville Huron (City or town) When born Oct 14th 1880 (Month Day Year)
5. If foreign-born, state whether naturalized or alien
6. Indicate sex, marital condition, and race by check, thus: √ If Mrs., state other names under which previously employed.

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

7. Number and ages of dependents domiciled with you 1. wife. age 50 years.
8. A complete record of your past service for the United States Government other than military or naval: none

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED Month	Day	Year	DATE SEPARATED Month	Day	Year
Light House.	Charity Island mich. / Two Harbors minn. / Crisp Point mich.	Keeper.		10	2	1909			

9. Are any members of your family, who are domiciled with you, in the U. S. Government service? If so, state below: none

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

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

(Title) (Location) (Date appointment expires)

11. Are you the wife of a disabled veteran or widow or orphan of a person who was in the military or naval service? none

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

12. Military and naval record. If any, check (√) to indicate branch and other information, and give dates of enlistment and discharge: none.

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

Enlisted ..... Discharged .....
Rank ..... Rank .....
Organization ..... Organization .....

Enlisted ..... Discharged .....
Rank ..... Rank .....
Organization ..... Organization .....

[OVER]

10—1930

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

14. Statement of principal employment other than with the United States Government: none

NAME AND ADDRESS OF EMPLOYER	POSITION AND CHARACTER OF WORK	LENGTH OF SERVICE

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

Common school	High school	College	(Name of college, degrees, and dates conferred)
1 2 3 4 5 6 7 (8)	1 (2) 3 4	1 2 3 4	none

16. In case of emergency, notify Mrs. Joseph Singleton.

Relationship Wife. Post office address 315 West Helen St. Newberry. Mich.

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

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

U. S. GOVERNMENT PRINTING OFFICE 10—1930

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RECEIVED
SEP 27 1939
DETROIT
LIGHTHOUSE DISTRICT

D 7 P Duplicate letter
Ans 9-28-39 ack
Supt
Asst
C. C.
Rad&El
Constr
Mech

ELEVENTH DISTRICT
Crisp Point Light Station
(Depot, Vessel, or Light Station)
September 23rd, 1939.

Hydro
Procure
Finance
Stenog
Files

Superintendent of Lighthouses F. P. Dillon.

In reply to your letter of 14 inst. regarding my retirement;

I will be glad to finish the balance of the season as suggested. and do not think it will be necessary to have the extra help. at least not at present. the trip out after Navigation closes will be the Tough part. but if necessary I can get assistance from Vermillion Coast Guard Station. to help me through to firm roads. as I would much rather retire on the 30 year than on disability. Thanking you for trouble,

Jos. Singleton
Keeper.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RECEIVED SEP 25 1939 DETROIT 11TH DISTRICT

Supt
Asst
C. C.
Rad&El
Constr
Mech&V
Hydro
Procure
Finance
Stenog
Files

ELEVENTH DISTRICT

Lorish Point Light Station
(Depot, Vessel, or Light Station)

Sept. 23. 1939.

To Superintendent F. P. Dillon:

Sir: in reply to communication of 14th inst. regarding my application for retirement.

wish you would change it to take effect at the close of Navagation as suggested.

do not think it will be necessary to get any extray help. at least not at present. if my condition gets so that I need extray man I will notify you.

the trip out of here at the close of Navigation on Snow Shoes to Whitefish Point is hard but will try to get assertance of Vermillion C. G. Station if necessary.

Thanking you for your Consideration.

Jos. Singleton.
Keeper.

TREASURY DEPARTMENT
United States Coast Guard
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

14 September, 1939.

Joseph Singleton, Keeper,
Crisp Point Light Station,
Whitefish Point, Michigan.

1. This office has received your application for retirement from active duty in the Lighthouse Service dated 30 September, 1939, supported by physician's certificate. It is noted that the date of your application lacks only a day or so for 30 years' service in the Lighthouse Service. It is noted that you entered on duty October 2, 1909. Recent legislation relating to the retirement of employees in the Lighthouse Service has been passed by the Coast Guard Service to protect them. In brief, any employee in the Lighthouse Service who has had 30 years' service, regardless of age, and whose position will be discontinued prior to 1 July, 1940, in the discretion of the head of the Coast Guard, may be retired on 3/4 pay.

2. For your information, it is the intention of the office to recommend that your position be discontinued at the close of the season of navigation. It has also been recommended and generally approved, as soon as equipment can be purchased, to make Crisp Point Light Station an automatic light station. The two assistant keepers will be retained to observe the functioning of the automatic light and also to observe and correct deficiencies in the operation of lighted bell or trumpet buoy which will be placed off-shore on the steamers' track opposite your station. This recommendation is to avoid any further expenditure for beach protection at your station which will run into a lot of money. If it is necessary to move the tower, a steel tower will be built on which the automatic light will be installed.

3. You can see from this plan which has been generally approved both by the Coast Guard Service and interested parties in the shipping business that it would be very advantageous if you could in some way defer your retirement until the close of the season of navigation. At that time you will have had 30 years' service and be eligible for retirement regardless of your physical condition. It must be clearly understood, however, that you must voluntarily make application by letter for this revised retirement date, after which the office will take steps to recommend the discontinuance of your position.

4. On the other hand, if this is not done, and you still desire to retire immediately for disability, it is necessary for the Superintendent to accompany your application by a letter, giving his views in regard to your physical condition. Your application and this letter

(Continued)

Keeper, Crisp Point:

14 September, 1939.

will go to the Headquarters in Washington and the experience of this office has been that an additional physical examination is required to confirm that made by the Public Health Service Officer at Newbury. The office has just gone through two or three cases of this kind. They entail delay, travel to Chicago or some other central Public Health Service headquarters, and a great deal of correspondence back and forth, which may be avoided if you choose to act as indicated in this letter. In order to make it possible for you to conduct the station work without severe physical exertion the office will consider the hire of additional help so that it will not be necessary for you to climb stairs or perform any other duty that will put a strain on you physically. You can direct the work of the assistant keepers and a temporary laborer who will be paid from General Expenses until the close of navigation.

5. Your prompt reply to this letter will be appreciated.

Nov. 15 1939

F. P. DILLON,
Superintendent of Lighthouses.

FPD:AIB

OFFICE COPY - Chief Clerk:

In case of favorable reply from Mr. Singleton, changing his application for retirement at the close of the season of navigation, you are requested to take steps to discontinue the position, referring to the construction program which is on file.

Noted

F. P. DILLON,
Superintendent of Lighthouses.

Form

Mr. Dillon -

Application should be accompanied by a letter giving the Superintendent's views as to Mr. Singleton's physical condition and inability to perform the duties of lighthouse keeper. Send

ENDED

Sept 4th 1939.

Sup

ective Sept. 30th 1939.

on the basis of service shown hereon.

Joseph Singleton
(Name)

Crisp Point Light Station Keeper
(Designation)

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

From: Assistant to the District Commander, City Detroit, Michigan Date 13 September 1939

To : Commandant (via Commander, Cleveland District)

Submitted to Commissioner of Lighthouses, Washington, D.C., recommending retirement at $ 1,262.51

per annum, effective at the close of 30 September, 1939

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

HMC:B

Superintendent of Lighthouses.
Assistant to the District Commander

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

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Superintendent of Lighthouses,

11th District

Detroit, Mich.
(City)

Date Sept 4th 193

I hereby apply for retirement from active duty in the Lighthouse Service effective Sept. 30th 1939. on the basis of service shown hereon.

Joseph Singleton
(Name)

Crisp Point Light Station Keeper
(Designation)

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

From: Assistant to the District Commander, City Detroit, Michigan Date 13 September 1939

To : Commandant (via Commander, Cleveland District)

~~Submitted to Commissioner of Lighthouses, Washington, D.C.~~, recommending retirement at $ 1,262.51 per annum, effective at the close of 30 September, 1939

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

HMC:B

Superintendent of Lighthouses.
Assistant to the District Commander

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

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT 11—10551

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Date Sept 4th 1939.

Superintendent of Lighthouses,

11th District

Detroit, Mich.
(City)

I hereby apply for retirement from active duty in the Lighthouse Service effective Sept. 30th 1939, on the basis of service shown hereon.

Joseph Singleton
(Name)

Keeper
(Designation)

Crisp Point Light Station

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

From: Assistant to the District Commander, Detroit, Michigan Date 13 September 1939

To: : Commandant (via Commander, Cleveland District)

~~Submitted to Commissioner of Lighthouses, Washington, D.C.~~, recommending retirement at $ 1,262.51 per annum, effective at the close of 30 September, 1939

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

Superintendent of Lighthouses.

HMC:B Assistant to the District Commander

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

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name Joseph Singleton Date of birth Octofer 14th 1880.

Designation Keeper in Lighthouse Service.

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment							
Lighthouse Service	October 2nd		1909.	Sept	30th	1939.	
Total service	29	years	11	Mo.	29	da.	

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

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

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

If so, state the compensation received:

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

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

Designation	Beginning			Ending			Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year		
	Oct.	1	1934	June	30	1935	1680	1260
	July	1	1935	June	30	1936	1680	1680
	July	1	1936	June	30	1937	1680	1680
	July	1	1937	June	30	1938	1680	1680
	July	1	1938	June	15	1939	1680	1610
	June	16	1939	June	30	1939	1740	72.50
	July	1	1939	Sept.	30	1939	1740	435.00

Total compensation for last five years of active service 8417.50

Average compensation for last five years of active service $ 1,683.50

Annual rate of retired pay ($ 1,683.50 × years 29.9972 - 40) = 1,262.51
(Not exceeding 30)

U. S. GOVERNMENT PRINTING OFFICE 11—10551

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Date Sept. 4th 1939.

Superintendent of Lighthouses,

11th District

Detroit, Mich.
(City)

I hereby apply for retirement from active duty in the Lighthouse Service effective September 30th 1939, on the basis of service shown hereon.

Joseph Singleton
(Name)

Keeper
(Designation)

Crisp Point Light Station

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

From: Assistant to the District Commander, Detroit (City) Michigan Date 13 September 1939
To : Commandant (via Commander, Cleveland District)

~~Submitted to Commissioner of Lighthouses, Washington, D. C.~~, recommending retirement at $1,262.51 per annum, effective at the close of 30 September 1939

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

HMC:B.

Assistant to the District Commander
Superintendent of Lighthouses.

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

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name Joseph Singleton Date of birth October 14th 1880

Designation Keeper in Lighthouse Service

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment							
Lighthouse Service	2		1909	Sept.	30	1939	
							Crisp Point Light Station
Total service	29	years	11	Mo.	29	da.	

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

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

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

If so, state the amount received:

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

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

Designation	Beginning			Ending			Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year		
	Oct.	1	1934	June	30	1935	1680	1260
	July	1	1935	June	30	1936	1680	1680
	July	1	1936	June	30	1937	1680	1680
	July	1	1937	June	30	1938	1680	1680
	July	1	1938	June	15	1939	1680	1610
	June	16	1939	June	30	1939	1740	72.50
	July	1	1939	Sept.	30	1939	1740	435.00

Total compensation for last five years of active service 8417.50

Average compensation for last five years of active service 1,683.50

Annual rate of retired pay ($1,683.50 × years 29.9972 (Not exceeding 30) ÷ 40) = 1,262.51

U. S. GOVERNMENT PRINTING OFFICE 11—10551

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Date Sept. 4th 1939

Superintendent of Lighthouses,

11th District

Detroit, Mich
(City)

I hereby apply for retirement from active duty in the Lighthouse Service effective Sept. 30th 1939, on the basis of service shown hereon.

Joseph Singleton
(Name)

Keeper.
(Designation)

Crisp Point Light Station

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

From: Assistant to the District Commander
To : Commandant (via Commander, Cleveland District)

~~City~~ Detroit, Michigan Date ~~13 September 1939~~

~~Submitted to Commissioner of Lighthouses, Washington, D. C.~~, recommending retirement at $ 1,262.51 per annum, effective at the close of ~~30 September~~, 1939

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

HMC:B

Superintendent of Lighthouses.
~~Assistant to the District Commander~~

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

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name Joseph Singleton Date of birth October 14th 1880

Designation Keeper in Lighthouse Service

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

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

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment							
Lighthouse Service	Oct.	2	1909	Sept.	30	1939	
Total service	29	years	11	Mo.	29	da.	

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

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

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

If so, state the compensation received:

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

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

Designation	Beginning			Ending			Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year		
	Oct.	1	1934	June	30	1935	1680	1260
	July	1	1935	June	30	1936	1680	1680
	July	1	1936	June	30	1937	1680	1680
	July	1	1937	June	30	1938	1680	1680
	July	1	1938	June	15	1939	1680	1610
	June	16	1939	June	30	1939	1740	72.50
	July	1	1939	Sept.	30	1939	1740	435.00

Total compensation for last five years of active service 8417.50

Average compensation for last five years of active service 1,683.50

Annual rate of retired pay ($ 1,683.50 × years 29.9972 ÷ 40) = 1,262.51
(Not exceeding 30)

U. S. GOVERNMENT PRINTING OFFICE 11—19551

Form 9a HMC:DG

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

CERTIFICATE OF MEDICAL EXAMINATION, DISABILITY RETIREMENT

(Act of March 4, 1925)

NAME OF CLAIMANT Joseph Singleton DESIGNATION Keeper

Height 6 feet Weight 175 pounds. Complexion Fair

Color of eyes blue Color of hair grey

Here give a complete personal description, together with permanent marks and scars other than those described below in physical examination: none

Description of duties of position (to be filled in by Superintendent of Lighthouses): Standing watch, operation of lights, climbing, painting, maintenance of mechanical equipment, maintenance of buildings and grounds at the light station.

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: Cause unknown. Sight and hearing gradually getting worse. Breath getting shorter. and any violent exercise useing me up.

PHYSICAL EXAMINATION

Visual acuity (uncorrected): R. E. 20/30 L. E. 20/30-3

With correction in spectacles: R. E. 20/40-2 L. E. 20/30-2

Accommodation: Reads Jaeger No. J-2 at 13 inches, without correction.

Reads Jaeger No. J-7 at 13 inches, with correction.

Central color vision (binocular) Normal (Name method used) Color plates

Inspection Normal

Pupils Equal Pupillary reaction Normal

Hearing: Whispered voice (unaccentuated) heard with R. E. at 8 ft., L. E. at 8 ft.

Appearance of right drum retracted, left drum retracted

Is there any disease of the middle or internal ear or mastoid? No If so, specify

[OVER]

COPY

Condition of nose and sinuses Negative

Condition of mouth and throat, including tonsils and teeth Negative

Bones, joints, muscles, including atrophies Negative
(Express limitation of motion, if any, in degrees and joint involved)

Respiratory system Negative

Cardiovascular system:

(a) Heart Slightly enlarged

(1) Murmurs None (2) Arrhythmias No

(b) Pulse rate: (1) Sitting 84 (2) After exercise 104 (3) 2 minutes after exercise 88

(c) Blood pressure: (1) Sitting—Syst. 130 Diast. 72 (2) After ex.—Syst. 154 Diast. 80

(d) Condition of blood vessels Negative

Evidence of thyroid or other endocrine disturbance ~~40~~ No

Abdomen and gastro-intestinal system, including hernia Negative except constipated

Genito-urinary system:

Urinalysis—Sp. gr. 1014 Reaction Acid Albumin No Sugar No

Sediment microscopic (required when albumin or sugar is found) Negative

Reflexes, motor disturbances, etc.:

(a) Station Normal (e) Gait Normal

(b) Tremor Mild (f) Coordination Normal

(c) Patellar reflexes Negative (g) Peripheral circulation Impaired in lower extremities

(d) Other motor disturbances None

Alcohol no Drugs no Syphilis no Epilepsy no

Other neurological findings none

General impression

Here describe fully nature of disability: Hearing defect and impaired cardiac function

Is disability to perform duty of a permanent character? Yes

Is it indicated that applicant may recover from disability and be fit for restoration to active duty? No Do you recommend reexamination with this in view? No

I HEREBY CERTIFY that upon examination I find the above-named claimant to be disabled for useful and efficient service by reason of the disability above described, which is not due to vicious habits, intemperance, or willful misconduct on his part.

The examining physician must be in the Federal Service

Newberry, Mich. (Place of examination)

/s/ Geo. F. Swanson (Examining surgeon)

Sept. 7, 1939. (Date)

A.A. Surg. U.S.P.H.S. (Title and branch of medical service)

U.S. GOVERNMENT PRINTING OFFICE 11—10543

$$1683.50 \times \frac{29.9972}{40}$$

40 | 1683.5000
42.0875
29 9972
841750 5
294625 4
378875 6
378875 7
378875
841750
1262.5071 5500
12

40 168.350

42.0875

299972

841750

2946125

3787875

3787875

3787875

841750

1262.5071 3500

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Supt
Asst
C. C.
Rad&El
Constr
Mech&V
Hydro
Procure
Finance
Steno
P W A
Files

Must B fill in for eff. date Oct 1/39 sent.

ELEVENTH DISTRICT
Crisp Point Light Station
(Depot, Vessel, or Light Station)
9. 7. , 1939.

To Superintendents Office.

Sir: inclosed find application for Disability. in which I did not fill out statement of pay received during last five years Service. as I am not sure of it. and if it can be filled out there and can be considered it will be appreciated.

respectfully
Jos Singleton
Keeper.

July 10, 1939.

Joseph Singleton, Keeper,
Crisp Point Light Station,
Whitefish Point, Michigan.

1. A letter has been received from Dr. Laurie J. Hakala, of the U. S. Public Health Service, stating that you were given a medical examination on 5 June, 1939, and that it was found you have heart disease which may necessitate your retirement from active service. Accordingly a form of medical certificate is enclosed which you should take to the Public Health Service physician for a complete record of your physical condition.

2. If your health is such that you are unfit for duty, consideration will be given to retirement for disability. Such retirement takes effect at the end of the month in which the final physical examination is taken. Retired pay is calculated on the average salary received for the last five years of service multiplied by the number of fortieths the employee has had years of service, not to exceed thirty-fortieths. Should you retire at the close of July, your retired pay would be $1252.00 per annum.

For and in the absence of the Supt:

DWIGHT A. CHASE,
Assistant Superintendent.

HMC:DG
Enc.

P.S. A form on which to apply for disability retirement is enclosed to be used in case the examining physician certifies that you are totally disabled for useful and efficient service. In addition to signing the form, the questions on the opposite side regarding pensions, etc. should be answered.

DAC

TREASURY DEPARTMENT

U.S. PUBLIC HEALTH SERVICE

IN REPLYING, ADDRESS THE

U.S. LIGHTHOUSE SERVICE
RECEIVED
JUN 28 1939
DETROIT
ELEVENTH DISTRICT

June 20, 1939

Superintendent of Lighthouses,
3760 Jefferson Ave., East
Detroit, Mich.

Supt
Asst
C.C.
Mech-E
Constr
Marine
Procure
Finance
Stenog
P.W.A.
File

Sir:

Mr. Singleton, Keeper of Crisp Point Station, Newberry, Mich. applied to this office for medical examination June 5, 1939 and was found to be suffering with myocardial failure (heart disease). This condition may necessitate his retirement from active service.

Respectfully,

Laurie J. Hakala

Laurie J. Hakala
A. A. Surg. U.S.P.H.S.

Form A-38

DEPARTMENT OF COMMERCE
DIVISION OF PERSONNEL
WASHINGTON

June 16, 1939

Mr. Joseph Singleton

Through the Commissioner of Lighthouses.

You are advised that your compensation has been changed as indicated below, effective June 16, 1939.

A new appointment will not be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

OLIVER C. SHORT
Director of Personnel.

From: $1680

To: $1740

Service and grade:

Appropriation (unit): Field

11
C

U. S. LIGHTHOUSE SERVICE
RECEIVED
NOV 12 1930
DETROIT
ELEVENTH DISTRICT

HMC:RW

DEPARTMENT OF COMMERCE
Lighthouse Service

11th District

I hereby certify that to the best of my knowledge and belief my exact date of birth is Oct 14th 1880.
(State month, day and year.)

Jos. Singleton.
(Signature)

Keeper.
(Position)

Lorish Point Light Station
(Station or vessel)

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

U. S. LIGHTHOUSE SERVICE
RECEIVED
AUG 18 1930
DETROIT
ELEVENTH DISTRICT

July 3, 1930.

Mr. Joseph Singleton,

Through Commissioner of Lighthouses.

Sir:

You are advised that under the Brookhart Act your compensation has been changed as indicated below, effective July 3, 1930.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

krisp

From: 1620.

To: 1680.

11th Keeper.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

M r. Joseph Singleton,

Through the Chief, Bureau of Lighthouses.

Sir:

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

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

From: $1560

To: $1620

11—9564

11

Form A-38

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

U. S. LIGHTHOUSE SERVICE
RECEIVED
JAN 2 C 1927
DETROIT
ELEVENTH DISTRICT

January 1, 1927.

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective January 1, 1927.

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,

CLIFFORD HASTINGS
Chief of Appointment Division.

From: $1500 per annum.
To: $1560 per annum.
Service and grade: Field.
Appropriation (unit):

A
11

GOVERNMENT PRINTING OFFICE 11—9051

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE



DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1925.

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $1440 per annum to $ 1500 per annum, effective July 1, 1925.

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

mfc
11

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHTHOUSES
1925 MAR 6 AM 9 02

January 31, 1925.

LIGHTHOUSES
1925 FEB 7 PM 3 24

U.S. LIGHTHOUSE SERVICE
RECEIVED
FEB 9 - 1925
DETROIT

MAR 16 1925

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses,

Sir:

In connection with the readjustment of pay of positions in the Lighthouse Service the total compensation of the position occupied by you has been fixed as indicated below, effective February 1, 1925.

By direction of the Secretary:

LIGHTHOUSES
1925 MAR 13 AM 10 00

Respectfully,

EDW. J. GARDNER.

Acting Chief of Appointment Division.

Position: Keeper

Salary: ~~$1440~~ per annum.

Appropriations: Salaries, Keepers of Lighthouses.
General Expenses, Lighthouse Service.

11th

JSJ

Original
2/18/25
B

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

JUL 16 1923

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 10, 1923.

Mr. Joseph Singleton,

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 $ 960 per annum, effective July 15, 1923, 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,
(SIGNED) CLIFFORD HASTINGS

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

11—8674

Orig Rec'd
7-17-23
B

C
11th

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

B

Notice, effective date, change in salary.

OFFICE OF SUPERINTENDENT, 11TH DISTRICT
POST OFFICE BUILDING
DETROIT, MICH.

September 4, 1923.

Commissioner of Lighthouses,
Washington, D.C.

Referring to Department letter of July 10, 1923. changing salary of Joseph Singleton, from $720 to $960 per annum, the Bureau is advised that the effective date thereof is August 13, 1923.

Nom

11th

Detroit, Mich., July 5, 1923.

Transfer and promotion.

Joseph Singleton, Michigan.

Keeper $960 per annum (inc.longevity)

Crisp Point Light Station, Mich. Sal. Kprs. of L.H.

xxxxxxxxxxxxxxxxxxxxxxxxxxxxx

July 15, 1923.

Keeper (~~1st~~ Asst.) $720 per annum

Two Harbors Light Station, Minn.

Lawrence Clark May 31, 1923.

Resigned.

Circular inquiry was made of all assistant keepers in this district in line for promotion, and of those who indicated a willingness to accept Mr. Singleton is best entitled to consideration by reason of efficiency and length of service.

Superintendent of Lighthouses.

GENERAL APPOINTMENT—FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT HOUSES NOV 19 1918

NOV 19 1918 9 13 AM

November 15, 1918.

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses,

Superintendent of Lighthouses Lighthouse District RECEIVED NOV 21 1918 Detroit, Mich. DEPT OF COMMERCE

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Keeper in the Lighthouse Service at a salary of Seven Hundred and Twenty dollars per annum, effective November 1, 1918.

By promotion from 1st. assistant keeper at $504 per annum.

(The above rate of pay includes longevity pay of $60.)

By direction of the Secretary:

Respectfully,

(Signed) Clifford Hastings

W
Ho

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: New position. (By increase in compensation.)

Legal Residence: Michigan.

11

/ GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT AUG 28 1916 HOUSES

August 26, 1916.

ELEVENTH LIGHTHOUSE INSPECTOR
SUPT. BUREAU CH CLERK
AUG 30 1916
STATUS ANSWER INSP. INVESTIGATE REC'D. SEND

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses.

Sir:

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

First Assistant Keeper

in the Lighthouse Service

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

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

(By promotion from second assistant keeper at $540 per annum.)

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

R
C

Appropriation: Salaries, Keepers of Lighthouses.

Vice: James W. Brown.

Legal Residence: Michigan.

11—3692

Eleventh

Detroit, Michigan, August 22, 6.

Promotion of.

Joseph Singleton, Michigan.

First Assistant Keeper. $504.00 per annum.
Two Harbors Light Sta., and Salaries, Keepers
Two Harbors Breakwater Lt., Minn. of Lighthouses.

September 1, 1916. xxxxxxxxxxxxxxxxxxxxxxxx

Second Assistant Keeper. $540.00 per annum.

Two Harbors Light Sta., and Two Harbors Breakwater Lt., Minn.

--- --- ---

James W. Brown, x August 31, 1916.

Transfer.

None.

Reduction in salary on account quarters and fuel furnished for family of First Assistant Keeper. None furnished for family of Second Assistant Keeper.

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT HOUSES JUN 24 1916

June 23, 1916.

ELEVENTH LIGHTHOUSE INSPECTOR
SUPT. BUREAU CH. CLERK
JUN 26 1916
STATUS ANSWER INSP. INVESTIGATE RECOMMEND

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses.

Sir:

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

Second Assistant Keeper

in the Lighthouse Service

at a salary of Five Hundred and Forty dollars per annum,

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

(By transfer from assistant keeper at $504 per annum.)

By direction of the Secretary:

Respectfully,

(SIGNED) W. S. GILCHRIST

C Acting Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Anatole Bergeron.

Legal Residence: Michigan.

11—3692

AWP-WCG

Norm.

11th

Detroit, Michigan, June 20, 6.

Transfer of.

Joseph Singleton, Michigan.

Second Assistant Keeper, $540.00 per annum.

Two Harbors Light Sta., and Two Harbors Bkw. Light, Minn. July 1, 1916 Salaries, Keepers of Lighthouses.

Assistant Keeper, $504.00 per annum.

Charity Island Light Sta., Michigan.

--- --- ---

Anatole Bergeron, Feb. 29, 1916.

Resigned.

None.

This position accepted by Mr. Singleton in view of the fact that his present position will shortly be discontinued owing to Charity Island Light Station being made unwatched.

In the absence and by direction of the Inspector.

Superintendent.

GENERAL APPOINTMENT-FIXED RATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT
JAN 7 1916
HOUSES

LIGHTHOUSE
INSPECTOR
JAN 10 1916
Detroit, Mich.

January 4, 1916.

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Assistant Keeper in the Lighthouse Service at a salary of Five Hundred and Four dollars per annum, effective January 1, 1916.

(By increase in compensation from $480 per annum.)

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

B
C

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

Legal Residence: Michigan.

11—1393

11th

Detroit, Mich., Dec. 23, 1915.

Increase in pay of:

Joseph Singleton — Michigan

Asst. Keeper — $504 per annum.

Charity Island Lt. Sta., Mich. — Sal. Kprs. of L.H.

Jan. 1, 1916. — xxxxxxxxxxxxxxxxxxxxxx

Asst. Keeper — $480 per annum.

As above

-- -- -- --

(New position.)

GENERAL APPOINTMENT

Department of Commerce and Labor
APPOINTMENT DIVISION
Washington

June 28, 1912.

Mr. Joseph Singleton,

Through the Commissioner of Lighthouses.

Sir:

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

Assistant Keeper

in the Lighthouse Service

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

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

(By change from $40 per month.)

By direction of the Secretary:

Respectfully,
(SIGNED) GEO. W. LEADLEY,

F
D

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

Legal Residence: Michigan.

11—3692

Eleventh

Detroit, Mich., June 10 2.

Change in compensation of:

Joseph Singleton, Michigan,

Assistant Keeper, $480 per annum.

Charity Island L. S., Mich.

July 1, 1912, or as soon thereafter as he enters on duty.

$40 per month.

Salaries of Keepers of Lighthouses. (Appropriation.)

In the absence and by direction of the Inspector:

Department of Commerce and Labor
LIGHT-HOUSE ESTABLISHMENT
OFFICE OF INSPECTOR, 11TH DISTRICT
DETROIT, MICH.

_____, 190

Light-House Inspector

SUBJECT:

No. of Inclosures