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

Date: '26 AUG 3 AM10:58
08/07/2026

REQUESTER INFORMATION

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

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

Name used in Service (Please Print – Last, First, Middle)	Service Number/SSN	Date & Place of Birth
Spencer, James, G.		1880 CT

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: March 17, 1930 CT

State of Residence (upon entry into service):

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

Researcher Signature: Andrew Burns

CIVILIAN SERVICE

(Agency & Location)	From:	To:
Lighthouse Service (NJ/NY) 3rd District	1926	1930
(Agency & Location)	From:	To:
(Agency & Location) 5152	From:	To:

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

This Space Intentionally Left Blank

STAFF USE ONLY

Appointment Time and Date:

Additional Researchers: ☐ Yes ☐ No

CMRS Service Request Number: C-000P1163G1

Attendant Signature:

CMRS Search Request Number(s): Rqst sent 8152607

Remarks: '26 AUG 18 AM 9:14

SCREENING NOTES

- ☑ Reviewed and Nothing Removed CMM
- ☐ Items Removed and User Informed

Hold Requested: ☐ Yes ☐ No

Total Requests:

Screened Items:

☐ Additional charge outs and signatures on reverse side

Time Out:

Final Return:

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

James G Spencer (Name)

Connecticut (Legal Residence)

STATUS

11—8040

DESIGNATION	ACTION	SALARY	BUREAU—SERVICE—STATION	DATE OF EFFECT
Keeper	Prob.	1020	L H 3rd Dist Fire Island	Oct. 14 1926
"	Prom.	1140	" - " "	5-23-28
"	COMPENSATION Act. May 28, 1928	1260	" " "	JUL 1 1928
Keeper	Prom.	1440	L.H. - Fire 2d - L.S. Ny.	Dec. 25, 1928
		Died	March 17, 1930.	

GOVERNMENT PRINTING OFFICE

Form 93

NOTICE OF RESIGNATION OR DEATH

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FWO-JHG

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Staten Island, N. Y., Mar. 22, 1930, 19

COMMISSIONER OF LIGHTHOUSES:

The Bureau is advised of the death ~~Herewith is transmitted the resignation~~ of the following-named employee:

Name, James G. Spencer Position, Keeper

Legal residence, Connecticut Station, Fire Island Lt.Sta., N.Y.

Salary, $1440.00 per annum

Mr. Spencer died on March 17, 1930.

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

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

Remarks:

Journal

CARDED

J. T. Yates
Supt. 3rd Lighthouse Dist.

3-25-30

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, for his information.

11—4623

APPOINTMENT DIVISION ENTERED MAR 29 1930 2624 ON JOURNAL DEPARTMENT OF COMMERCE

W. P. Harman
Acting Commissioner of Lighthouses.

DEPARTMENT OF COMMERCE MAR 25 1930 APPOINTMENT DIVISION

CHIEF CLERK

1930 MAR 25 AM 11 23

DEPARTMENT OF COMMERCE
JAN 16 19
APPOINTMENT DIVISION

January 14, 1930.

James G. Spencer, Keeper,
~~Fire Island~~ Light Station,
(Thru Superintendent of Lighthouses, Staten Island, N. Y.)

The Bureau has given careful consideration to the charges of inefficiency and neglect of duty preferred against you by the Superintendent. From the nature of the charges it appears that you have failed to demonstrate your suitability to act in charge of a light station, and you are hereby advised that it is proposed to effect your transfer as Assistant Keeper at some other station as soon as a suitable vacancy occurs. You are hereby reprimanded and cautioned that unless marked improvement is shown in the performance of your duties, it will be necessary to resort to more drastic disciplinary action.

G. R. PUTNAM

Commissioner of Lighthouses.

RLC:EMF

LIGHTHOUSES---Appointment Division's files

Exact copy as signed by_____

Mailed_____ by_____

January 8, 1930.

Commissioner of Lighthouses:

For the reasons given in the Third Superintendent's communication of December 18, 1929, the Department has approved the bureau's recommendation of January 2, 1930, that James C. Spencer, Keeper at $1440 per annum of Fire Island Light Station, New York, be transferred to a suitable vacancy of Assistant Keeper at some other station at the first opportunity and that the bureau be authorized to address a letter of reprimand to Mr. Spencer.

It is noted that the Department will be furnished a copy of the bureau's letter of reprimand.

JAN 11 1930

CARDED.

WM. J. GARDNER

Chief of Appointment Division.

A-N

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

CHIEF CLERK

5

1930 JAN 3 PM 3 21

DEPARTMENT OF COMMERCE
JAN-4 1930
APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

January 2, 1930.

SUBJECT: Disciplinary action in the case of James G. Spencer, Keeper, Fire Island Light Station; 3d Superintendent's letter of December 18.

Submitted to the Secretary of Commerce recommended for approval, the Bureau concurring in the action proposed by the Superintendent. It is also recommended that the Bureau be authorized to address a letter of reprimand to Keeper Spencer, copy of which will be furnished the Department.

See Paragraph 3 - letter herewith.

At Fire Island June Oct 14/26.

W. P. Harman

W. P. HARMAN,
Acting Commissioner of Lighthouses.

Incl.
RLC:EMF

D

Action O. K.

Chief Clerk

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1929 DEC 19 AM 9 29

FWO-JHG

GENERAL DEPOT
OFFICE SUPERINTENDENT OF LIGHTHOUSES
3D DISTRICT, STATEN ISLAND, N. Y.

Commissioner of Lighthouses; Dec.18,1929

SUBJECT: James G. Spencer, Keeper, Fire Is.Lt.Sta.

1. The following correspondence re James G. Spencer, Keeper of Fire Island Light Station, New York, is forwarded herewith for the consideration of the Bureau:-

a - Copy of Memo of Supt.J.T.Yates, dated Dec.7th.
b - Copy of letter of charges dated Dec.11,1929 to Keeper Spencer.
c - Letter of Dec.14,1929 from Keeper Spencer.

2. The Keeper's reply to charges dated Dec.14th is not by any means a satisfactory or acceptable explanation of the various items of neglect and mismanagement as covered by charges of Dec.11th. The appointment of Mr.Spencer to the position of Keeper of Fire Island Light Station was somewhat of an experiment with the hope that he would prove himself capable of satisfactorily performing the required duties. During his incumbency he has repeatedly demonstrated his inability to perform the duties of Keeper in a satisfactory manner. For the Bureau's information there is enclosed copy of letter of June 19,1929 addressed to Keeper Spencer, together with a copy of report of inspection of the buoy boat at Fire Island Light Station also dated June 19,1929.

3. The conditions that have existed at this station since Mr.Spencer was appointed Keeper cannot be permitted to continue indefinitely, and he having failed entirely to demonstrate ability to satisfactorily perform the duties of the position of Keeper, it is recommended that he be transferred to a suitable vacancy as Assistant Keeper or 1st Assistant Keeper at some other station at the first opportunity. Nomination form 73 will be submitted later as soon as a suitable vacancy occurs to which Mr.Spencer may be transferred.

4. The approval of this recommendation will not be in violation of Section 2 of Civil Service Rule I relative to political or religious opinions or affiliations.

J. T. Yates
Superintendent

LIGHTHOUSES
1929 DEC 19 AM 9-29

DEC 17 1929

C

FIRE ISLAND LIGHTHOUSE
FIRE ISLAND, N.Y.
14 DECEMBER 1929

SUPERINTENDENT
LIGHTHOUSES, STATEN ISLAND, N.Y.

SUBJECT: CHARGES

REFERENCE: SUP'T LIGHTHOUSES LETTER December 11 1929.

Dear Sir:-

Will now answer your charges.

1st Charge: You have evidently been misinformed of the time it took to chop the boat out of the ice in the basin. We were only one hour at the most. Three of your men from tender Tulip arrived here about 9 A.M. We gave them hot coffee, then we went To Weiss Basin(not Naval Basin), brought boat back to lighthouse and the seven men had dinner at lighthouse, then we went out and collected buoys; getting back to station at 4:30 P.M. If boat had been maintained at the mooring provided for her she would have had her ropes cut by the ice and may have gone up the bay.

2nd Charge: The Coast Guard brings our provisions in the winter time, but on account of the severe storm and ice, they had to answer so many distress calls on account of boats being in the ice, they could not supply themselves, lighthouse or radio station with food. Both Coast Guard and Radio Station requested the use of our boat to carry provisions as it was only available method for transportation. If I had had only my own family to take care of it would not have been necessary for me to try and cross the Bay. I could get along. But as you know the U.S. Government is building a dock for Lighthouse and I have seven men to subsist. I have not found instructions in letter October 10, 1929 at this station. The other power boat at this station has been pulled up and put in the boat house. Ice may be expected in Great South Bay any time after the 10th of November.

3rd Charge: I have received no instructions in regard to mooring the boat. I put on practically new rope in the spring and fixed the lines and morring as they were in the spring of 1928 when she was in charge of Mr Karlin, Keeper. In my report to you on November 27, 1929, I stated that there was no damage to boat. No doubt you have overlooked the fact.

4th Charge: I did not want to put buoy in boat as I feared it would damage the boat. We have had heavy winds off and on all fall and has been rough weather for boat.

LIGHTHOUSES
1929 DEC 19 AM 9 30

PRESIDENT OF LIGHTHOUSES
DEC 17 1929

Remarks:

Great South Bay has been through a severe storm and a lot of damage done to boats. Coast Guard had a boat gone three days drifted up theBay with the tide and ice. It was loaded with provisions; I beleive if consideration is given to all these facts it will be seen that all possible precautions were taken to safeguard property. Refferring to Charge 2 ,it is stated that"boat was driven into ice until the planking was nearly cut through" I wish to further state that small ice flow was encountered off West Island and boat was immediately turned around and brought back as I considered it too hazardous to continue.

While there were several conditions which contributed to my decision to attempt to go to Bay Shore it was directly arrived at after the Officer in Charge of the Radio Station requested that I make trip after necessary provisions.

J. G. Spencer.
Keeper

COPY:FM

LIGHTHOUSES
1929 DEC 19 AM 9-30

June 19, 1929.

Keeper,
Fire Island Light Station,
Bay Shore,
Long Island, N. Y.

SUBJECT: Buoy Boat.

1. There is enclosed for your information copy of inspection report of the buoy boat in connection with the inspection made June 18, 1929.

2. Such conditions as shown on this report cannot be tolerated. It is necessary that this boat be kept thoroughly cleaned, and all parts oiled and greased to prevent deterioration; that the engines be properly cared for and maintained, and that the brass work be kept polished, etc. Also, you evidenced a lack of knowledge and a lack of interest in connection with the boat and the work of maintaining the buoys, which condition likewise cannot be tolerated, for the proper maintenance of these buoys and the boat is very important and is not to be considered as secondary to the work at the Light Station. This office considers that three keepers at Fire Island Light Station have ample time for the proper care and maintenance of the station, boats and the buoys concerned, and will not consider any excuses for failures in connection with the matter, and no excuse is seen for the condition found except that of laziness and lack of interest on your part. This office will not take action toward your separation from the Service at this time, which action this office considers to be justified, but will give you a further chance to demonstrate your ability and willingness to handle and care for the position and apparatus under your charge as it should be, but for your information it may be stated that unless a very big improvement is made such action will be taken in the future.

J. T. YATES,
Superintendent.

Form 61

JTY:FM

LIGHTHOUSES
1929 DEC 19 AM 9 30

REPORT OF INSPECTION OF LIGHT STATION OR DEPOT.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Third DISTRICT,

Staten Island, N.Y. June 19, , 19 29

1. Name of aid, Boat, Fire Island Light Station.
2. Inspected by J. T. Yates on June 18, , 19 29
3. Does aid conform in characteristic and description to official lists? Yes
4. Is the aid in efficient condition and does it function properly? No.
   (a) Light.
   (b) Fog signal.
   (c) boat
5. Is the ~~station~~ in clean and orderly condition? No
6. Is the station in proper state of repair as to—
   (a) Work that can be done by the keepers? No
   (b) Work that can not be done by the keepers?
7. Is the efficiency and the general conduct of the keepers satisfactory? No
8. Remarks.—Give further information as may be necessary relative to negative answers to questions 3 to 7. Mention should be made of all important facts concerning the station.

Buoy boat dirty and neglected; not washed or cleaned since buoys changed early in May. Engine dirty; valves pounding, stem clearance not adjusted; rudder stem broken, not reported; brass letters, numbers, Lighthouses, chocks, etc., not polished. Wire rigging not greased or painted, very rusty. Boom swivels not greased, also block sheave pins not oiled or greased to prevent rusting. Hoisting engine dirty and rusty on all parts. Keeper did not know draft of boat, and did not appear familiar with the buoys or work in connection with them. Keeper not in uniform. Station dory is in deplorable condition; dirty, not painted, even clips rusty, etc.

COMMEND
REPRIMAND
IF SO, WHY

9. Rating of station and keepers:

SCALE.		STATION.	Per cent.	1st ASST.	Per cent.
Excellent,	100	Cleanliness,	70	Neatness,	
Good,	90	Orderliness,	70	Conduct,	
Average,	80	Operation,	70	Efficiency,	
Fair,	70	KEEPER.	Per cent.	2d ASST.	Per cent.
Poor,	60	Neatness,	80	Neatness,	
Very poor,	50	Conduct,	70	Conduct,	
		Efficiency,	70	Efficiency,	

J. T. YATES

---, 19

Forwarded to the Commissioner of Lighthouses for his information.

11—877

JTY:FM

LIGHTHOUSES
1929 DEC 19 AM 9 - 29

MEMORANDUM December 7, 1929.

a

Ft. Buoy Boat No. 510 Stationed at Fire Island Light Station.

1. On this date boat was returned to this Depot by Tender Tulip. On arrival of the Tulip at Fire Island on December 4, the power boat was found hauled up along side of the Navy Dock in a basin and surrounded with 6" of ice which had blown into the basin on the lee shore and frozen around the boat, and required the efforts of the Tulip's crew for one entire day of chopping a channel and getting the boat out of the ice. If boat had been maintained at her mooring she would have been out of ice entirely and this waste of time would not have been necessary.

2. It was also found that the planking of the buoy boat had been badly cut up in the ice by the keepers using this boat for attempting, on December 2nd, to cross the bay to Bay Shore for provisions, having driven this boat into the ice until the planking was nearly cut through, which will require the renewing of the entire waterline plank of this boat at a cost of about $300. Keeper has previously been forbidden to use this boat for obtaining provisions as a smaller power boat is provided the station for this purpose, and the use of this unsheathed boat in the ice was unjustifiable and extremely bad judgment. The use of this boat for the purpose of transporting persons or obtaining provisions were forbidden by letter of October 10, 1928. It was also found that the skag of the boat was bent and rudder stock bent and cracked, which the keeper states was done in the ice on December 2nd.

3. It was also found that the keeper was mooring this boat contrary to instructions which had been previously furnished him, and contrary to the construction of the mooring which was furnished him. The mooring furnished was a 1/2" galvanized chain with two 3-1/2" lines in the end, the method of mooring being to haul the chain upclose to the top of the stem, taking one 3-1/2" line in through a chock and through bow, and securing to a cleat. To the end of the 1/2" chain was also fastened a length of 1/4" chain to which a small float buoy was attached to mark the location of the mooring when not in use. When in use this small chain and buoy were to be hauled in and placed in the boat. In place of this, the keeper had taken a line of some size, fastened it to the small eye in the top of the float buoy and was mooring from same, which resulted in the boat breaking adrift on November 29, 1929, and going up on the beach, at which time this office is of the opinion that the damage to the skag and rudder was done, and not in the ice, as reported by the keeper.

4. It was also found that one of the gas buoys which had broken adrift and recovered by the keeper had been moored with a line along side of the Navy dock in such a position that the buoy

was forced in under the dock and lantern entirely smashed and frame work damaged. This buoy could have been taken and lifted into the buoy boat where it would have been safe from damage.

5. Attention is invited to letter from this office of October 10, 1928, regarding the unsatisfactory care of the buoys and use of buoy boat, instructions of August 16, 1929, furnished the keeper for the care of the boat, also letter of June 19, 1929, cautioning the keeper about the improper care of the boat.

6. Since this keeper has had charge of the station and buoy boat, the results have been most unsatisfactory, an instance of which is the conditions found and referred to in letter of June 19, 1929.

7. When boat was sent to Fire Island in the Spring, the lead lines were furnished, and the keeper was given instructions to check the depth of water around the buoys, and on his patrol to sound the channels to see if buoys were in best location so as to mark the best water, and in June, while in the boat in South Bay, I asked the keeper concerning the depth of water in certain channels. He advised me that there was 20 ft. or 30 ft. whereas there was only 7 ft. or 8ft., and never had been more than that depth. I asked him if he had used the lead line that was furnished him, and he said no. On looking it up, found it stowed under the engine space coiled as it was sent from the Depot on April 1, 1929.

J. E. YATES.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N. Y.

FWO:FM

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE
REGISTERED MAIL
RECEIPT REQUESTED

LIGHTHOUSES
1929 DEC 19 AM 9 29

GENERAL DEPOT
OFFICE SUPERINTENDENT OF LIGHTHOUSES
3D DISTRICT, STATEN ISLAND, N. Y.

December 11, 1929.

James C. Spencer, Keeper,
Fire Island Light Station,
Bay Shore, Long Island, N. Y.

SUBJECT: Charges.

1. You are hereby charged with inefficiency, gross neglect of duty, and disregard of instructions and orders, in that:

(1) On December 4, 1929, when tender Tulip arrived at Fire Island to remove gas buoys and buoy boat No. 510, the buoy boat was found alongside of the Navy dock in a basin and surrounded with six inches of ice which necessitated a day's work of tender's crew to chop a channel in order to get the boat out of the ice, whereas if the boat had been maintained at the mooring especially provided for the purpose, it would have been entirely out of the ice, and the waste of time and money necessary to remove the boat would have been avoided.

(2) On examination it was found that the planking of the buoy boat had been badly cut up in the ice due to the fact that attempt had been made by keepers to cross the bay to Bay Shore on December 2, 1929, to obtain provisions, the boat having been driven into the ice until the planking was nearly cut through, on account of which the renewal of planking will cost about $300. The skag of boat is bent, and rudder stock is bent and cracked which is said to have occurred when boat was in the ice on December 2. This occurrence was not only unjustifiable and a demonstration of poor judgment, but the use of buoy boat for making a provision trip was also contrary to specific instructions furnished in letter from this office of October 10, 1928, the station being furnished with another power boat for making trips ashore for provisions, mail and other purposes.

(3) It has come to light that you have been mooring the buoy boat contrary to instructions furnished you, the boat having been fastened with a line to the small eye in the top of the float buoy, instead of mooring the boat to the mooring in accordance with instructions furnished, with the result that boat broke adrift on November 29, 1929, and was washed up on the beach. It is probable that the skag and rudder were damaged at this time rather than when boat was in the ice on December 2.

(4) It was found that one of the gas buoys under your

charge had broken adrift and was recovered by you and moored with a line along side of the Navy dock in such a position that the buoy was forced in under the dock and lantern entirely smashed and frame work damaged, whereas the buoy should have been lifted into the buoy boat where it would have been safe from damage to itself or other property, this occurrence demonstrating inefficiency, neglect, and lack of good judgment on your part in caring for Government property in your charge.

2. In this connection, attention is invited to letter addressed to you under date of June 19, 1929, regarding condition of buoy boat.

3. You are directed to submit any statement you may desire to make, through official channels, within three days from the receipt of this letter. Any statement made must be couched in temperate language, free from countercharges, and confined to the point at issue. If you desire to make no statement, you will so state in writing.

J. T. YATES.

CROSS REFERENCE

James G Spencer 1/21/29.

Keeper – Promoted – 8/1440. eff. date Dec. 25/1928.

see file of Isaac Karlin for original.

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

December 15, 1928.

Mr. James G. Spencer,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective December 18, 1928, or as soon thereafter as you enter on duty (by change of duties).

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 10 1929

ADM. J. GARDNER

Chief of Appointment Division.

From: $1260 per annum.

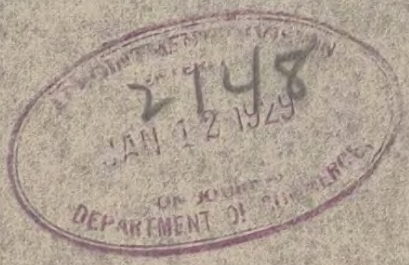
To: $1440 per annum.

Service and grade:

Appropriation (unit): Field.

CANCELED

TC
3



GOVERNMENT PRINTING OFFICE 11—9051

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FWC-JHG

1928 DEC 11 AM 9 18 TELEGRAPHIC ENTRIES REQUIRED

1928 DEC 14 PM 2 58 CHIEF CLERK

DEPARTMENT OF COMMERCE DEC 15 1928 APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE APPOINTMENT DIVISION

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT.

Staten Island, N.Y. Dec. 8, 1928 19
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion

Name, James G. Spencer

Position, Keeper

Location, Fire Island Lt.Sta.,N.Y.

Effective, Dec. 18,1928

Former position, Keeper

Location, Fire Island Lt.Sta.,N.Y.

Legal residence, Connecticut

Proposed salary, $1440 p.a.

Proposed range, $1440-$1740 p.a.

Appropriation, Salaries, Keepers of Lighthouses

[1] the actual date of entrance on duty, or as soon thereafter as he enters on duty.

Former salary, $1260 p.a.

Former range, $1260-$1560 p.a.

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

Previous incumbent, Isaac Karlin Services terminated, Dec.17,1928

Reason, Demoted (Salary $1500 p.a.)

Members of family in Government service,

Date of birth,

Remarks: See letter to Bureau of this date.

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

Secretary, Civil Service District.

J. F. Wells Asst

INCLS

BUREAU OF LIGHTHOUSES
WASHINGTON

December 12, 1928.

Submitted to the Secretary of Commerce, approved, inviting attention to attached report of the Superintendent dated December 8, in which the Bureau concurs. Separate nomination is submitted for the demotion of Keeper Karlin.

Action O. K.

Chief Clerk

APPOINTMENT DIVISION NECESSARY ACTION TAKEN DEC 20 1928 DEPARTMENT OF COMMERCE

H. B. Bowerman
Acting Commissioner of Lighthouses.

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

11—2314

CROSS REFERENCE

James G. Spencer. 11/12/28.

See file of Arthur W. Miller for correspondence in regard investigation of Fire Island Light Station, N.Y. Letters dated 12/8/28 & 11/9/29.

S.T.

COPY

July 23, 1928.

Commissioner of Lighthouses.

SUBJECT: Effective date of changes in personnel in 3rd District.
REFERENCE: Department letter of May 19, 1918.

1. The Bureau is advised that the effective dates of recent changes in the personnel of the Third Lighthouse District, are as follows:-

Name	Position	Salary	Nature of change	Letter date	Eff. date
Richard J. White	K	$1440 p.a.	Transfer	4/28/28	5/17/28
James G. Spencer	K	1140 "	Promotion	5/17/28	5/23/28

For original see file of Richard J. White.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

M r. James G. Spencer,

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: $1140

To: $1260

CARDED

11—9564

C

APPOINTMENT DIVISION
JUL 2 1928
DEPARTMENT OF COMMERCE

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

May 17, 1928.

Mr. James C. Spencer,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 1020 per annum to $ 1140 per annum, effective May 16, 1928, or as soon thereafter as you enter on duty (by change of duties).

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

CARDED

By direction of the Secretary:

Respectfully,

MAY 19 1928

EDW. J. GARDNER,

Acting Chief of Appointment Division.

11—8074 GOVERNMENT PRINTING OFFICE

IC
3

APPOINTMENT DIVISION
MAY 26 1928
1904
ON JOURNAL
DEPARTMENT OF COMMERCE

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT.

Staten Island, N. Y., May 8, 1928, 19
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion.

Name, James G. Spencer

Position, Keeper

Location, Fire Island Lt.Sta.,N.Y.

Effective, May 16,1928

Legal residence, Connecticut

Proposed salary, ~~$1080~~ $1140 p.a.

Proposed range, ~~$1080-$1380~~ p.a.

Appropriation, Salaries, Keepers of Lighthouses

~~extra compensation for extra duty~~, or as soon thereafter as he enters on duty.

Former position, Keeper

Location, Fire Island Lt.Sta.,N.Y.

Former salary, $1020 p.a.

Former range, ~~$1020-$1380~~ 1080-1440 p.a.

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

Previous incumbent, Joseph H. Dubois

Services terminated, May 15,1928

Reason, Resigned (Salary $1140 p.a.)

Members of family in Government service,

Date of birth,

Remarks:

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

J. T. YATES

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

MAY 9 1928

Submitted to the Secretary of Commerce, approved.

Action O. K.

Chief Clerk

J. S. CONWAY

Acting Commissioner of Lighthouses

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

11—2314

Appointment

Dies

Dominare

Standard Form No. 17
Approved by the President, March 26, 1926

1927 MAR 12 PM 2 CHIEF CLERK

FWO-JHG

REPORT ON PROBATIONARY APPOINTEE

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

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

DEPARTMENT OF COMMERCE
MAR 14 1927
APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE
(Department)

Third Lighthouse District
(Bureau or office)

Staten Island, N. Y., March 11,1927
(Place and date)

To Commissioner of Lighthouses
(Head of department or establishment)

The probationary period of the person named below expires at the close of business on April 13,1927, 192 .

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

Name James G. Spencer

Position Keeper

Salary $1020 per annum

Appropriation Salaries, Keepers of Lighthouses

Station Fire Island Lt.Sta.,N. Y.

Date of entrance on duty Oct. 14,1926

Remarks:

Submitted: MAR 12 1927

J. F. Yates
(Signature of immediate superior)
Supt. 3rd Lighthouse District

S. S. CONWAY
Acting Commissioner of Lighthouses
(Head of bureau or office)

GOVERNMENT PRINTING OFFICE 10—1732

THE PANAMA CANAL
CANAL ZONE
ACCOUNTING DEPARTMENT

IN REPLY REFER TO FILE

DEPARTMENT OF COMMERCE
DEC 11 1926
APPOINTMENT DIVISION

Balboa Heights, C.Z., December 2, 1926.

Chief, Appointment Division,
Department of Commerce,
Washington, D. C.

S i r :

* Enclosed herewith, in duplicate, is Form 2381 - (Abstract of Official Record of Employee), showing service record and retirement fund deduction record of James G. Spencer.

Respectfully,

W. H. KROMER,
Acting Auditor, Panama Canal.

By _____

WHW/MMH

* Enclosure

cc - Washington Office
Payroll Personnel
Personnel Bureau

2381

THE PANAMA CANAL

BALBOA HEIGHTS, CANAL ZONE

ABSTRACT OF OFFICIAL RECORD OF EMPLOYEE

DEPARTMENT OF COMMERCE
DEC 11 1926
APPOINTMENT DIVISION

Chief, Appointment Division,
Department of Commerce,
Washington, D. C.

November 27, 1926
(Date.)

DEAR SIR:

In compliance with request of November 12th, 1926 there is furnished hereunder an abstract of the official record of the following-named:

Name SPENCER, Mr. James G.
(Surname first, Mr., Miss, or Mrs.)

Date of birth not shown on file. Gives age as 27 in 1908.
(Date of Birth.)

I. SERVICE RECORD

MR 98807—Panama Canal—1-4-26—1,000

ESTABLISHMENT (a).	ACTION (b).	POSITION. (Pay-roll title.)	RATE OF PAY. (c).	DATE EFFECTIVE.
Isthmian Canal Commission	E. O.	Nurse	$ 60.00	4-28-1908
	Rerated		$ 60.00 plus commutation of subsistence at rate of $27.00 per month.	5- 5-1908
	Rerated		$ 60.00 and board.	7-16-1908
	Rerated		$ 60.00 plus commutation of subsistence at rate of $27.00 per month.	9- 1-1908
	Pro.		$ 75.00 plus $27.00 commutation of subsistence.	12-1-1908
	Rerated		105.00 without subsistence or laundry.	3- 1-1910
	Rerated	Foreman	125.00	12-21-1910
	Pro.		150.00	6-14-1913
	Red.	Shop Checker	125.00	9-16-1913
	Res.			1-15-1914

In duplicate.

L.H. 12/11/26 P.

(a) Place the name of department, bureau, or office in which the service was performed.

(b) Indicate the nature of the action according to the following key abbreviations: P. A., probational appointment; Tem. A., temporary appointment; Exc., excepted from examination; E. O., Executive order; Rein., reinstatement; Trans., transfer; Pro., promotion; Red., reduction; Res., resignation; Rem. C., removed for cause; Rem. R., removed reduction of force; Term., termination of temporary services; L. W. O. P., leave without pay for periods of six months or more; A. Trans., appointment by transfer from ..... Dept.; S. Trans., separated by transfer to ..... Dept.; A. Trans. P. R. R., reemployed by transfer from Panama Railroad; S. Trans. P. R. R., separated by transfer to Panama Railroad. Service under the Panama Railroad is not credited as such employees are not covered by the Retirement Act.

(c) Under rate of pay, do not include bonuses, allowances, overtime pay, or compensation given in addition to basic pay of positions as fixed by law or regulation.

II. STATEMENT OF DEDUCTIONS FOR RETIREMENT FUND

(See Instructions No. 3.)

Year.	Amount.	Year.	Amount.	Year.	Amount.	Year.	Amount.	Year.	Amount.
No deductions made for the Retirement Fund while in this service.									

In case service record shows reentry into service, does the employee claim that he has made redeposit of any amount refunded him at time of separation? .....
(Yes or No.)

The foregoing is a correct abstract of the official record of James G. Spencer
(Name of employee.)
based on the official records of THE PANAMA CANAL, or official certification from the other executive departments or independent establishments in which he was employed.

W. H. Ward, Jr. (Signature.)

Countersigned November 30 1926. Chief, Payroll Section
(Official title.)

W. H. Kromer (Signature.)

Acting Auditor, Panama Canal
(Official title.)

Instructions

1. The act, approved February 14, 1922, prescribes that "each executive department, and each independent establishment of the Government not within the jurisdiction of any executive department, shall establish and maintain such record as will enable it to determine the amount deducted within each fiscal year from the basic salary, pay or compensation of each employee within its jurisdiction to whom this act applies. When such employee is transferred from one office to another a certified abstract of his official record shall be transmitted to the office to which the transfer is made."

2. A complete official record in the Federal service of the employee named should be set forth on this abstract. If an employee is transferred to another department, an abstract will be prepared in duplicate, showing his appointment in the department from which transferred and all changes of grade or compensation while therein. The original, properly executed, will be transmitted to the department to which transferred, the duplicate to be retained in his personal file. Should such employee be again transferred, the second department will prepare an abstract setting forth the data contained in that received by it, with the addition of his record while in the second department, such abstract to be transmitted to the department to which he is transferred, a duplicate being retained.

In the case of a nominal reinstatement for the purpose of transfer, the department to which the employee is transferred should apply to the establishment in which the former service was rendered for an abstract of record in the case. Statements of employees must not be accepted unless verified from official records.

3. In Table II show the amount deducted for the retirement fund during each fiscal year, or part of fiscal year, the employee was in your service.

4. This certificate must be signed and countersigned (if necessary) by an official recognized by the Bureau of Pensions as authorized to sign certificate of administrative officer on application for refunds.

DJC:JGB

THE PANAMA CANAL

WASHINGTON OFFICE

WASHINGTON

ADDRESS REPLY TO
CHIEF OF OFFICE
THE PANAMA CANAL
WASHINGTON, D. C.

DEPARTMENT OF COMMERCE
NOV 18 1926
APPOINTMENT DIVISION

November 17, 1926.

Chief, Appointment Division,
Department of Commerce,
Washington, D. C.

Dear Sir:

The receipt is acknowledged of your request of the 12th instant for an Abstract of the Official Record of Mr. James G. Spencer, a former employee of The Panama Canal.

Mr. Spencer was on duty on the Isthmus of Panama and your request is being forwarded to the Governor of The Panama Canal, Balboa Heights, Canal Zone, for compliance therewith.

Very respectfully,

A. L. Flint

A. L. Flint,
Chief of Office.

In duplicate.

file

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

November 12, 1926.

Appointment Clerk,
The Panama Canal,
Washington, D.C.

Sir:

It is requested that an abstract of Official Record, in duplicate, be furnished as promptly as convenient in the case of James G. Spencer, Isthmian Canal Commission, Canal Zone, Wash., D.C., 1908-1914.

Respectfully,

CLIFFORD HASTINGS

Chief of Appointment Division.

STANDARD FORM NO. 6
(Approved by the President March 28, 1924)

PERSONAL HISTORY

(Statement to be prepared by appointee in his own handwriting)

SUPERINTENDENT OF LIGHTHOUSES
OCT 27 1926
OF
LIGHTHOUSES
OCT 27 1926
APPOINTMENT DIVISION

Bureau, division, or office 3d Lighthouse District

1. Name in full James. G. Spencer

1926 OCT 27 AM 9 04

2. Legal (voting) residence Conn. 2nd (State and Congressional District) Middlesex (County) Essex (City or town)

3. Where born? Conn. (State or foreign country) Essex (City or town) When born? Nov. 3d 1880 (Date)

4. If foreign, state whether naturalized or alien

5. Indicate sex, marital condition, and race by check, thus: √

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

6. A complete record of your past civil service for the United States Government:

BRANCH OF SERVICE AND PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
			Month	Day	Year	Month	Day	Year
Isthmian Canal Commission. Canal Zone. Washington D.C.	Foreman	$125.00	Apr.		1908	Feb		1914

7. Military and naval record. If any, check (√) to indicate branch and other information and give dates of enlistment and discharge:

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

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

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

8.

EDUCATION (Circle number of years)	Common school	High school	College	Degrees, if any
	1 2 3 4 5 6 7 (8)	1 2 3 4	1 2 3 4	

9. State special qualifications None

CARDED

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

Mrs. J. G. Spencer (Name) Wife (Relationship)

Fire Island Lt. Bayshore N.Y. (Post office address)

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

James G. Spencer
(Name as usually written and which will be used as official signature)

Oct. 21st 1926 (Date)

Present address Fire Island Light.

10—1659

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

CHIEF CLERK
1926 OCT 27 AM 10 00
LIGHTHOUSES SERVICE
1926 OCT 27 1926
APPOINTMENT DIVISION

I, James G. Spencer,

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.

James G. Spencer
(Appointee signs Here)

Sworn (See below) and subscribed before me, this[3] 21st day of Oct, A. D. 1926

(Affix official seal here)

[4](Name) John W. White

(Official title) Notary Public

My commission expires March 30/1928.

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Keeper	$1020 per annum	Fire Island Lt.Sta., N.Y.
Former[5]		

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

Office of Superintendent of Lighthouses, 3rd District

Staten Island, N. Y. (Address), Oct. 26, 1926 (Date)

CARDED

The above-named appointee entered upon duty on Oct.14,1926 (Date)

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

U. S. REPORT DATA ENTERED

GOVERNMENT PRINTING OFFICE 11—944

Form A-30

NOT TO BE ACCEPTED AS AUTHORITY FOR INVESTIGATION OPERATIONS UNLESS ACCOMPANIED BY OFFICIAL CREDENTIALS

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

October 9, 1926.

Mr. James C. Spencer,

Through the Commissioner of Lighthouses.

Sir:

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

Keeper

in the Lighthouse Service

at a salary of Ten Hundred and Twenty dollars per annum

effective October 11, 1926, or as soon thereafter as you enter on duty.

Nature of appointment: Probationary.

Civil Service authority: Secretary, Second Civil Service District.

Classification allocation:

By direction of the Secretary:

Respectfully,

CANCELED

SIGNED CLIFFORD HASTINGS

Chief of Appointment Division.

OCT 14 1926

P.
3.

GOVERNMENT PRINTING OFFICE

Appropriation (unit): Field.

Vice John S. Campbell.

Legal Residence: Connecticut.

APPOINTMENT DIVISION ENTERED OCT 14 1926 JOURNAL DEPARTMENT OF COMMERCE

11-8837

824

Form 73

LIGHTHOUSES FWO-JHG 8 AM 1926 OCT 8 50

TELEGRAPHIC REPLY IS DESIRED

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE OCT 8 1926 APPOINTMENT DIVISION

1926 OCT 8 PM 3 50

CHIEF CLERK

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Third DISTRICT,

Staten Island, N.Y. (City) Oct. 6, 1926 (Date)

DEPARTMENT OF COMMERCE OCT 12 28

COMMISSIONER OF LIGHTHOUSES:
(Thr.Sec'y 2nd C. S. Dist.)

Action recommended, Probationary appointment

Legal residence, Connecticut

SECOND U.S. CIVIL SERVICE DISTRICT REC'D OCT 7 1926

Name, James G. Spencer

Proposed salary, $1020 p.a.

Position, Keeper (2)

Proposed range, $1020 to $1260 p.a.

Location, Fire Island Lt.Sta.,N.Y.

Appropriation, Salaries, Keepers of Lighthouses

Effective, Oct.11,1926

[1] the actual date of entrance on duty, or as soon thereafter as he enters on duty.

Former position,

Former salary,

Location,

Former range,

Rank on eligible list, 2 Rating, Keeper Percentage, 82.0 , Other eligibles considered:
Henry F.Shockroo---C. William F. Rhodes---C.

Previous incumbent, John S. Campbell Services terminated, Sept.30,1926

Reason, Services discontinued (Salary $1020 p.a.)

Members of family in Government service, None

Date of birth, Nov.3,1880

No employee of District desired transfer to this position. Family quarters are provided at this station. Mr. Spencer has had no previous service in the Lighthouse Service.

Remarks:
Nos 1,2 & 4 on eligible list will accept appointment only at certain specified stations.

Selection regular, subject to the action of the U. S. Civil Service Commission, October 7, 1926

Subject to physical examination

For and in the absence of the Superintendent

Secretary, 2nd Civil Service District.

1st Asst. Supt.

BUREAU OF LIGHTHOUSES
WASHINGTON

OCT 8 - 1926

Submitted to the Secretary of Commerce, approved.

10-9-26

APPROVED BY THE ACTING ASSISTANT SECRETARY 10/11/26

FILE 1093/1

APPOINTMENT DIVISION NECESSARY ACTION TAKEN OCT 13 1926 DEPARTMENT OF COMMERCE

Acting Commissioner of Lighthouses.

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

11—2314