'26 JUL 14 AM10:16:14

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

Date: 07/24/2026

REQUESTER INFORMATION

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

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

Name used in Service (Please Print – Last, First, Middle)	Service Number/SSN	Date & Place of Birth
Staubly, Leonard, H.		1867 WV

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: 1946

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 (MD/VA) 5th District	1900	1932
(Agency & Location)	From:	To:
(Agency & Location)	From:	To:

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

This Space Intentionally Left Blank

STAFF USE ONLY

Appointment Time and Date:

Additional Researchers: ☐ Yes ☐ No

CMRS Service Request Number: C-000779276

Attendant Signature:

CMRS Search Request Number(s): Submitted to ArchSearch 7/15/26 KH

Remarks: Sounder: S314

'26 JUL 22 AM11:30

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

Leonard H. Staubly (Name) W. Va (Legal Residence)

STATUS

Trans from Treas Dept July 1, 1903 11—8940

DESIGNATION	ACTION	SALARY	BUREAU—SERVICE—STATION	DATE OF EFFECT
Asst Keeper	Trans	420-	L H- Cherrystone S S Va	July 15, 1904
1st " "	"	500 Pa	" Cape Charles, Va.	Aug 16, 1904
" " "	Change	42.50 Pmo	" " "	July 1, 1908
Keeper	Trans	935.2 Pa	" Blackistone Isl. Md	Mar. 21, 1912
	Services discontinued W.O.P close Dec. 31, 1912 (Military Service)			
"	Send Reinst	780	L H Blackistone Is. S.S. Md	Jan 25- 1919
"	Reinst	840	" "	April 1, 1919
"	Read of Pay	1080	" "	July 1, 1924
"	"	1260	" "	Feb. 1, 1926-
"	Incr in Comp	1020	" "	July 1, 1926-
"	INCREASE IN COMPENSATION	1380	" "	JAN 1 1927
"	COMPENSATION Act. May 28, 1928	1440	" "	JUL 1 1928
"	COMPENSATION Act. July 3, 1930	1500	" "	JUL 3 1930

Optional Retirement
Eff. Mar. 1, 1932 - $1,082.95 Pa.

(PMM)
CG-72

2 December, 1946

Mrs. Pearl H. Staubly
% Mrs. F. Beeson
1960 Biltmore Street, N.W.
Washington 9, D. C.

File
3-2

My dear Mrs. Staubly:

Receipt is acknowledged of Form No. 1055 claim for the final retired pay due the estate of Leonard H. Staubly, Keeper, U. S. Coast Guard Retired. Inasmuch as you failed to sign the form it is herewith returned with the request that you do so.

It is noted that the funeral bill forwarded with the claim has not been paid. In that event it will be necessary that you have the undertaker sign the inclosed waiver form.

Upon receipt of form and waiver your claim will be approved for payment and forwarded to the General Accounting Office for settlement.

By direction of the Commandant.

Very truly yours,

N. W. SPROW
Commander, U. S. Coast Guard
Ass't. Chief, Military Morale Division

Incl
1. Waiver

U. S. COAST GUARD
MAIL SECTION
MAILED DEC 3 - 1946

o 2-4

NCG 2661A
Form approved by
Comptroller General U. S.
(April 13, 1934)

DATA SUPPORTING CLAIM FOR PAY AND ALLOWANCES OF PERSONNEL

(MEMORANDUM)

U. S. COAST GUARD

no checks

(To be retained by payee, and when payment is made by check, to be used as mailing copy)

2071255 Retired Pay, Former Lighthouse Service, Coast Guard, 1947

Headquarters
Retired Roll-Lighthouse

Appropriation: ---

Unit ---

THE UNITED STATES, *Dr.*,

Total years of service ---

To Leonard H. Staubly, Keeper, Ret., Deceased. Retired

Pay period, duty, or grade ---

(Name)

$90.24

Monthly rate of pay ---
(Base and longevity)

---, *U. S. Coast Guard*
(Designation)

For pay and allowances—
From 8-1 46 *to* 8-18 46
(Inclusive)

(Address)

CREDITS:		NOTATIONS
Subsistence allowance ---$		
Rental or quarters allowance ---	54.14	
Pay ---		
Balance forwarded from --- (Name of unit, noting month of roll or voucher)		
Sundry credits and adjustments ---		
TOTAL CREDITS ---$	54.14	

CHARGES:		
Allotment ---$		
Clothing ---		
Forfeited ---		
Sundry charges and adjustments ---		
TOTAL CHARGES ---$	NONE	

		NOTATIONS
Total Credits ---$	54.14	
Less—Total Charges, $		
Amt. retained	NONE	
TOTAL ---$		
Net amount to be paid on this voucher ---$	54.14	

REMARKS: Died: 8-18-46. Last paid for period 1-31 July, 1946 on D. O. Vou. No. 460 44 settled in the August 1946 account of E. J. Brennan, CDO, Symbol No. 18,460.

(Additional statements by Department if deemed necessary)

(ACCOUNTING CLASSIFICATION)

21-125
1200

(Payee will NOT use this space)

Differences --- 54.14

Account verified; correct for ---$

(Signature or initials) --- 9-4-46

OCT 30 1946

I certify that the foregoing account is true and correct and that payment therefor has not been received; that during the period for which rental allowance is claimed I was not assigned adequate quarters at my permanent station; that, if without dependents, I was not on field or sea duty during the period for which rental allowance is claimed; that, if with dependents, I did not occupy with them any public quarters assigned to me without charge at any station, nor did any of them occupy public quarters assigned to them or to any other officer or his dependents except for brief visits; that the increased allowances for dependents are claimed because of ---
(Here state whether lawful wife, unmarried child or children under 21 years, mother dependent upon officer for support, giving names and addresses of dependents, also ages of minor children)

---

and that, in case of dependent mother, I have contributed to her support during the current period for which allowances are claimed the sum of $---, in cash or its equivalent, without any consideration in return, which contribution is her *chief support*, and each and every statement as set forth in her affidavit dated --- ---, 19--- {attached hereto / filed with voucher} for --- (Month), 19--- is true and correct, and so remains at this time, except

---
(Here state fully changes occurring between date of last affidavit and signing of this voucher)

--- (MEMORANDUM—DO NOT SIGN) ---, ---
(Name) (Official designation)

---regoing account; that the statements contained therein have been compared with the records of the United States Coast Guard and found ---at the officer named is entitled to the amount of pay and allowances herein approved; and that during the period for which rental ---he above-named officer was not assigned adequate quarters at his permanent station.

R. D. FRITZ, Lieutenant, USCG
Authorized Certifying Officer
Commanding, District Commander.

REB:ghl

--- 46 (MEMORANDUM—DO NOT SIGN) ---

---, 19---

16—29661-1

AUG 27 1946

NCG 2661A
Form approved by
Comptroller General U. S.
(April 13, 1934)

DATA SUPPORTING CLAIM FOR PAY AND ALLOWANCES OF PERSONNEL

(MEMORANDUM)

U. S. COAST GUARD

no checks

(To be retained by payee, and when payment is made by check, to be used as mailing copy)

2071255 Retired Pay, Former Lighthouse Service, Coast Guard, 1947

Appropriation: Headquarters Retired Roll-Lighthouse

Unit

THE UNITED STATES, *Dr.*,

To Leonard H. Staubly, Keeper, Ret., Deceased. Retired
(Name)

(Designation), *U. S. Coast Guard*

(Address)

Total years of service

Pay period, duty, or grade

Monthly rate of pay $90.24
(Base and longevity)

For pay and allowances—
From 8-1 46, to 8-18 46
(Inclusive)

CREDITS:		NOTATIONS
Subsistence allowance $		
Rental or quarters allowance	54.14	
Pay		
Balance forwarded from (Name of unit, noting month of roll or voucher)		
Sundry credits and adjustments		
TOTAL CREDITS $	54.14	

CHARGES:		
Allotment $		
Clothing		
Forfeited		
Sundry charges and adjustments		
TOTAL CHARGES $	NONE	

		NOTATIONS
Total Credits $	54.14	
Less—Total Charges, $		
Amt. retained	NONE	
TOTAL $		
Net amount to be paid on this voucher $	54.14	

REMARKS: Died: 8-18-46. Last paid for period 1-31 July, 1946 on D. O. Vou. No. 460 44 settled in the August 1946 account of E. J. Brennan, CDO, Symbol No. 18,460.

(Additional statements by Department if deemed necessary)

(ACCOUNTING CLASSIFICATION)
21-125
1200

(Payee will NOT use this space)
Differences 54.14
Account verified; correct for $

(Signature or initials) 9-4-46

OCT 30 1946

I certify that the foregoing account is true and correct and that payment therefor has not been received; that during the period for which rental allowance is claimed I was not assigned adequate quarters at my permanent station; that, if without dependents, I was not on field or sea duty during the period for which rental allowance is claimed; that, if with dependents, I did not occupy with them any public quarters assigned to me without charge at any station, nor did any of them occupy public quarters assigned to them or to any other officer or his dependents except for brief visits; that the increased allowances for dependents are claimed because of
(Here state whether lawful wife, unmarried child or children under 21 years, mother dependent upon officer for support, giving names and addresses of dependents, also ages of minor children)

and that, in case of dependent mother, I have contributed to her support during the current period for which allowances are claimed the sum of $, in cash or its equivalent, without any consideration in return, which contribution is her *chief support*, and each and every statement as set forth in her affidavit dated , 19 { attached hereto / filed with voucher } for (Month), 19 is true and correct, and so remains at this time, except
(Here state fully changes occurring between date of last affidavit and signing of this voucher)

(Date), 19 (MEMORANDUM—DO NOT SIGN) (Name) (Official designation)

I certify that I have examined the foregoing account; that the statements contained therein have been compared with the records of the United States Coast Guard and found correct except as otherwise indicated; that the officer named is entitled to the amount of pay and allowances herein approved; and that during the period for which rental allowance is claimed on this voucher, the above-named officer was not assigned adequate quarters at his permanent station.

Approved for $ 54.14

Date 4 September, 19 46

(MEMORANDUM—DO NOT SIGN)

R. D. FRITZ, Lieutenant, USCG
Authorized Certifying Officer
Commanding, District Commander.

U. S. GOVERNMENT PRINTING OFFICE 16—29661-1

AUG 31 1946

(FA-AR)
CG-51

4 September, 1946

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

Re: Leonard H. Staubly, Kpr., Ret., Deceasdd

Gentlemen:

The following information relative to the pay account of the retired civilian employee named above is furnished for use in the settlement of claim for final pay in his case:

Date of death 18 August, 1946

Gross pay to date of death $54.14
(Taxable status; no withholding made, 2 exemptions)

Federal Tax withheld and disposed of $_____

Other deductions $_____ $NONE

Net amount due on death. $54.14

Last paid to and including 31 July, 1946, on D.O. Voucher No. 460 44, settled in the August 1946 account of ~~C. L. Herndon, S.D.A. (NAVY), Symbol No. 55-152~~ E. J. Brennan, CDO, Symbol No. 18,460.

Appropriation to which chargeable: 2071255 Retired Pay, Former Lighthouse Service, Coast Guard, 1947

Application for payment of amount due the deceased (Standard Form 1055) is being furnished next of kin.

Very truly yours,

R. D. FRITZ
~~C. L. HERNDON~~
Lieut. ~~Commander~~, USCG
~~Allotment Disbursing Officer~~
Authorized Certifying Officer

REB:ghb

Form 39A

Allot. & Retired Pay Subject. 6-1

CERTIFICATE OF SETTLEMENT

GENERAL ACCOUNTING OFFICE

dvg

D. O. Vou. No. 436 5903

PAID BY
PAUL D. BANNING
CHIEF DISBURSING OFFICER
TREASURY DEPARTMENT
SYMBOL 18-490
MAY - 9 1947
Date of Payment

Claim No. 2456792 WASHINGTON, April 24, 1947 (Date)

STAUBLY, Leonard H.

Pearl Hargrove Staubly, as widow of
Leonard H. Staubly, deceased,
c/o Mrs. F. Beeson,
1960 Biltmore Street, N. W.,
Washington 9, District of Columbia.

CERTIFICATE No.
1941798

Paying Officer will please show this CERTIFICATE NUMBER on the check used in payment hereof, and insert the check number in space provided below.

I CERTIFY there is due from the United States to the above-named claimant(s), payable from the appropriation(s) indicated, the sum of—

FIFTY-FOUR AND 14/100

Dollars ($ 54.14)

on account of

pay due decedent at date of death, August 16, 1946, as lighthouse keeper, (retired), United States Coast Guard. File CG-51.

2071295 Retired Pay, Former Lighthouse Service, Coast Guard, 1947

To: Chief Disbursing Officer,
(Assistant Disbursing Officer,
Coast Guard Headquarters).

MEMORANDUM

31520 $54.14

MAY - 9 1947

Copy for Administrative Office

☆ U. S. GOVERNMENT PRINTING OFFICE: 1946

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 - MAR 18 1940

3-2
File 75
JE-m

24 August 1948
FA-PA 75

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

Gentlemen:

Reference your file Misc-2456792. Inclosed is a letter of Mrs. Pearl H. Staubly, widow of Mr. Leonard H. Staubly (Deceased), a retired member of the former Lighthouse Service, in which she claims the difference due in retired pay based on net salary, for the period March 1, 1932 to August 18, 1946, the date of his death. 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 $1262.95 per annum, whereas, for the period March 1, 1932 to August 18, 1946, Mr. Staubly was paid at the rate of $1082.95 per annum - an underpayment of $180.00 per year or $15.00 per month. Computation of the amount due and appropriations chargeable are as follow:

13-62414 - Retired Pay, Lighthouse Service, 1932	$ 60.00
13-63414 - Retired Pay, Lighthouse Service, 1933	180.00
13-64414 - Retired Pay, Lighthouse Service, 1934	180.00
13-65414 - Retired Pay, Lighthouse Service, 1935	180.00
13-66414 - Retired Pay, Lighthouse Service, 1936	180.00
13-70905 - Retired Pay, Lighthouse Service, 1937	180.00
2081255 - Retired Pay, Lighthouse Service, 1938	180.00
2091255 - Retired Pay, Lighthouse Service, 1939	180.00
2001255 - Retired Pay, Former Lighthouse Service, Coast Guard, 1940	180.00
2011255 - Retired Pay, Former Lighthouse Service, Coast Guard, 1941	180.00
2021255 - Retired Pay, Former Lighthouse Service, Coast Guard, 1942	180.00
2031255 - Retired Pay, Former Lighthouse Service, Coast Guard, 1943	180.00
2041255 - Retired Pay, Former Lighthouse Service, Coast Guard, 1944	180.00
2051255 - Retired Pay, Former Lighthouse Service, Coast Guard, 1945	180.00
2061255 - Retired Pay, Former Lighthouse Service, Coast Guard, 1946	180.00
2071255 - Retired Pay, Former Lighthouse Service, Coast Guard, 1947	24.00
Total	$2,604.00

For tax withholding purposes, the records of this office show that Mr. Staubly claimed 2 exemptions.

General Accounting Office
Washington 25, D. C.

FA-PA 75
24 August 1948

Mrs. Staubly's mailing address is 1960 Biltmore St., N. W., Apt. #6, Washington 9, D. C., and her 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,

24 AUG 1948

M. C. REDFORD, Pay Clerk, USCG
Acting Chief, Pay and Audit Section

Incls:
1. Claimant's ltr. dtd. 2/24/48
2. Standard Form 50 (9 Part)

CC: Claimant
Budget Div. Sta.6-3

JEMuzik:LF
8/23/48 6-7

GENERAL ACCOUNTING OFFICE
WASHINGTON 25

.S DIVISION
IN REPLY PLEASE QUOTE

May 14, 1948

Misc-2456792-SL

Treasury Department,
U. S. Coast Guard,
Washington 25, D. C.

Sirs:

There is transmitted herewith for administrative examination and report the claim of Mrs. Pearl Hargrove Staubly, 1960 Biltmore Street, N.W., Washington 9, D. C., for an amount alleged to be due the estate of Leonard H. Staubly, in the difference due for retired pay based on gross salary over that paid based on net salary.

If there is an amount found due the claimant, there should be transmitted a properly prepared payroll, showing the rate of pay, period covered and appropriation chargeable, together with a copy of appointments covering the last five years of service prior to retirement of the decedent.

The enclosure should be returned with your report.

Respectfully,

P. E. Sours

Enclosure.

Chief of Section.

STANDARD FORM 50 (8 PART)
UNITED STATES
CIVIL SERVICE COMMISSION
OCTOBER 1946

FORM APPROVED.
BUDGET BUREAU NO. 50-R064.

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—FIRST—MIDDLE INITIAL—LAST)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Stanbly, Leonard H. (Mr.)	2-2-67	19	8-16-48

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

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
AMENDMENT Retirement (Optional)	Close 2-29-32	

FROM		TO
Keeper Plus $1500 per annum) $240 pa Qtrs	8. POSITION TITLE 9. SERVICE, GRADE, SALARY	
U. S. Coast Guard	10. ORGANIZATIONAL DESIGNATIONS	
Norfolk, Va. Blakistone Island Lt.Sta., Md.	11. HEADQUARTERS	
[X] FIELD [ ] DEPARTMENTAL	12. FIELD OR DEPT'L	[ ] FIELD [ ] DEPARTMENTAL

13. REMARKS

In accordance with the Comptroller General's Decision B-70029 dated 10-23-47, which reversed Decision A-31584 of 5-28-30, your retirement pay has been recomputed on the basis of the average gross pay (which includes the valuation of quarters for the period occupied) received during the last five years of your active duty. The computation on this basis changes the rate of your retirement pay from $1082.95 to $1262.95, and this notice is issued in order that you may have accurate information as to the rate of retirement pay which you are authorized to receive.

Total Service: 40 years, 4 months, 11 days

Computation: ($1683.93 x 30.0000 ÷ 40) = $1262.95

H. L. Morgan
H. L. MORGAN
Chief, Civilian Personnel Division
14. SIGNATURE OR OTHER AUTHENTICATION

15. VETERAN'S PREFERENCE								16. POSITION CLASSIFICATION ACTION			
NONE	5 PT.	10 POINT			WWII	WWI	OTHER	NEW	VICE	I. A.	REAL.
		DISAB.	WIFE	WIDOW							

17. SEX	18. RACE	19. APPROPRIATION	20. SUBJECT TO C.S. RETIREMENT ACT (YES—NO)	21. DATE OF OATH (ACCESSIONS ONLY)	22. LEGAL RESIDENCE
M		FROM: TO: Sal., Kprs. of Ihs, CG	XXX		W.Va.

☆ U.S. GOVERNMENT PRINTING OFFICE: 1947 — 765869

4. PERSONNEL FOLDER COPY

AUG 18 1948

PERSONNEL CLASSIFICATION BOARD FORM NO. [redacted] FIELD QUESTIONNAIRE
(To be filled out in accordance with the instructions given in P. C. B. Forms Nos. 15 and 16)

Bureau No. [redacted] Sheet No. 5(b) 1178 8

Space reserved for the use of the Board

BLS 1/22/32 - says to Retire about 2/29/32

1. Stanley Leonard E. (Surname) (Given name) (Initial)

2. Department Commerce
3. Bureau Lighthouses
4. Field service Lighthouse Service
5. (a) Field station Matinicus Island Light Station
(b) Subdivision
(c) City or town State

6. Pay roll title Keeper
7. Customary office title Keeper
8. Present administrative allocation $1380-1620 1500
9. Present gross rate of pay $ 240
10. Deduction for allowances $ 1440
11. Net rate paid in cash $

12. Indicate by an "X" in the proper box or boxes the kind of allowances, if any, received by the employee:
X House ☐ Room { ☐ Furnished ☐ Heat ☐ Fuel ☐ Uniform Meals per day: ☐ 1 ☐ 2 ☐ 3
☐ Unfurnished ☐ Light ☐ Laundry ☐ Subsistence or rations in kind

13. Describe any other allowance, privilege, or perquisite of value

14. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, state kind and annual cost

15. (a) Regular hours of work: From [redacted] m. to [redacted] m. (b) How many hours per week excluding unusual or irregular overtime work?
Summer 66 Winter 66 (c) If not a full time and all-the-year-round position, state number of hours per day ;
number of days per { week / month / year } (d) If certain hours of availability for duty, outside of regular working hours, are required, state hours and type of such duty Subject to duty when necessary throughout 24 hours of day

16. (a) Rate of pay for overtime None (b) Amount of overtime pay in last 12 months

17. (a) Does the employee in any way direct or supervise other employees? No (b) If so, in what way? (See Form 16 before answering)

(c) How many?

18. If the employee supervises other persons through immediate contact, give the name and the sheet numbers of such persons. (For such of these as may not be covered by questionnaires, give number and kinds by occupations.) If the employee exercises supervision through section or division heads, give the title of such sections or divisions and the names and sheet numbers of their heads.

19. (a) Is the employee in any way directed, supervised, or instructed, or his work reviewed? Yes (b) If so, in what way? (See Form 16 before answering.)
By semi-annual inspection of station by District Superintendent or his representative and by review of monthly reports and annual property returns.

20. What is the name, official position, and sheet number of the employee's immediate superior? H.D.Hsg, Supt. of Lighthouses, 5(a)1

21. Employee's education: Strike an "X" over the number representing the highest grade or year completed in each type of school:

Elementary								High				Normal				College				Postgraduate or professional				(Kind)
1	2	3	4	5	6	7	X 8	1	2	X 3	4	1	2	3	4	1	2	3	4	1	2	3	4	

Other education (describe): Compared and certified by L.H.Stanley

22. What length and kind of experience or other training did the employee possess upon original entrance into this position which was most qualifying or pertinent?
U.S.Army 8 years 8 months
Compared and certified by L.H.Stanley

10—1856

23. TO THE EMPLOYEE: Describe in detail the work you do. Put each distinct duty, task, or process in a separate paragraph. Explain first those that require most of your time. Explain occasional duties last. In the column at the left opposite each paragraph enter the approximate percentage of your time devoted to the work described in that paragraph. DO NOT ATTEMPT TO COMPOSE THIS STATEMENT WITHOUT FOLLOWING THE INSTRUCTIONS OF P. C. B. FORM NO. 15.

Percentage of working time	
50%	Blakistone Island Light Station, "Isolated" 2 mile to P.O. & Store. Light in operation sunset to sunrise, visit same several times each night. Sunset, lamp cleaned and filled, all made ready for lighting at sunset. Responsible for, and condition of Station and supplies once. Calls for painting, whitewashing and minor repairs when needed, housecleaning, polishing glass, lens, lamps & grounds. Care to be kept in order and
	Journal and log signal record kept; reports, returns and requisitions sent in at proper time.
	Always on the alert; as to weather conditions
50%	Condition of same, day or night. Log in operation for
	Keeping Station, as specified time for these
	various duties, to keep station in good condition
	Calls for more or less ~~one~~ each day. Idle
	moments, of Station as full 24 hours daily.

24. I hereby certify that the foregoing was composed by me after reading P. C. B. Form No. 15, and that it is a true statement of my duties.

L. E. Stanley
(Signature of Employee)

25. TO THE PREPARING OFFICER: Write your own description of the employee's work. If in describing the work of the position you would cover the same subject matter and use the same language and expressions, indicate your concurrence in the employee's statement and utilize the rest of the space below by giving further and broader information regarding the position, such as the kind and degree of responsibility involved, the ultimate purpose of the work, its place in your organization, its working conditions, etc. If more space is needed, attach a separate sheet. See instructions in Form No. 16.

Employee has described work very well except for subdivision estimated as follows:

$	
50	Tending light and fog bell
20	Painting and minor repairs
15	Cleaning and adjusting apparatus
10	Cleaning buildings and care of grounds
5	Keeping records.

Station comprises a large brick dwelling house(3 stories) surmounted by lighthouse tower. Illuminant is wick lamp in 4th order lens. Fog bell operated by clockwork is in

26. How long have the employee's duties been substantially as described above? ~~since 21, 1912~~

27. I hereby certify that to the best of my knowledge and belief the statements made by me on both sides of this sheet are accurate and complete.

Sept. 21, 1928 — H. D. King — Supt. of Lighthouses.
(Date) (Signature of Preparing Officer) (Title)

28. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief, the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $1320. to $1620.

H. D. King

Sept. 21, 1928 — Supt. of Lighthouses.
(Date) (Signature of head of field office or station) (Title)

29. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $1320, to $1620

SEP 25 1928 — H. B. BOWERMAN — Acting Commissioner of Lighthouses.
(Date) (Signature of head of bureau or his representative) (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1928

CROSS REFERENCE

SEE FILE--464/16/D#1 D-~~LA~~

NAME Stanley, Leonard H. POSITION Keeper

BUREAU BUREAU OF LIGHTHOUSES STATION 5th Dist.

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

BASE PAY	Bonus	Total	Allowances: Items	Allowances: Value	Allowances: Aggregate	As Classified for estimate purposes: Service	Grade	Pay	Recommendations regarding differential from standard rates: Is differential recommended	Amt. per annum to be: Added	Subtracted
840	240	1080	XCR	404.25	1484.25	LHS	5	1260	yes	60	

CIRCULAR #13----11/13/23 approv- $1260

GRADE RECOMMENDED 5

RANGE OF COMPENSATION RECOMMENDED FROM $1200 5 TO 1440

16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:

Kind of equipment Uniform; annual cost, $ Est. $20.

17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)

(a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☒ 7 ☐ 8

(b) High school; years ☐ 1 ☒ 2 ☐ 3 ☐ 4

(c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3

(d) College: Name ; years ☐ 1 ☐ 2 ☐ 3 ☐ 4

(e) Post graduate work: Kind ; years ☐ 1 ☐ 2 ☐ 3

(f) Correspondence courses: Kind ; number of lessons ; number completed

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

Percentage of total time given to each task

LAND STATION

1. Operating 4th order Light and bell fog signal.
2. Keeping the station painted and clean.
3. Caring for grounds and outbuildings.
4. Keeping the machinery in order.
5. Keeping station records and preparing reports.
6. Going for mail and provisions.
7. Observing aids to navigation and conditions of weather.
8. Preparing meals and keeping rooms clean.

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

Sheet No. 3
2—12758

DO NOT WRITE IN THIS SPACE			
	a		
	b		
	c		
	d		

1. Stanley (Surname) Leonard (Given name) H. (Initial)
2. Department Commerce
3. Bureau Lighthouse
4. Field Service Lighthouse Service
5. (a) Field Station Fifth Lighthouse District
   (b) Subdivision Blakistone Island L.S.
   (c) City or town ____ State Md.
6. Pay-roll title Light Keeper
7. Customary office title Keeper

8. (a) Number of regular working hours of the position, per day Avg. about 15; per week 105
   (b) If this is not a full-time position, state percentage of time employed per day ____; or per week ____
   (c) If night work, wholly or in part, state the hours: From All of time from sunset to sunrise. m.
9. If this is not an all-year-round position, state approximate number of days employed each year ____
   During what months ____
10. If the employee receives compensation from any other branch of the Federal Government, or from any city, county, or State government, state the position held and the compensation ____
11. Present rate of pay, exclusive of bonus $ 840.00 per annum; bonus, $ 240. per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ 840.00 per " ; bonus, $ 240. per annum.
13. If the employee receives overtime pay, state the rate None
14. Title of appropriation or fund from which basic compensation is paid Salaries, Keepers of Lighthouses
15. Indicate by an "X" in the proper box any of the following allowances received, in addition to salary or wages: ☒ Quarters; ☐ 3 meals per day; ☐ 2 meals per day; ☐ 1 meal per day; ☐ Subsistence or rations in kind; ☐ Uniform; ☐ Laundry; ☒ Fuel; ☒ Light; ☐ Heat. If cash allowances are made for any of these items, state which items and the amounts per annum $164.25
    45 cents per diem commutation of rations.
16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:
    Kind of equipment Uniform; annual cost, $ Est. $20.
17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
    (a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☒ 7 ☐ 8
    (b) High school; years ☐ 1 ☒ 2 ☐ 3 ☐ 4
    (c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3
    (d) College: Name ____; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (e) Post graduate work: Kind ____; years ☐ 1 ☐ 2 ☐ 3
    (f) Correspondence courses: Kind ____; number of lessons ____; number completed ____

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

Percentage of total time given to each task

LAND STATION

1. Operating 4th order Light and bell fog signal.
2. Keeping the station painted and clean.
3. Caring for grounds and outbuildings.
4. Keeping the machinery in order.
5. Keeping station records and preparing reports.
6. Going for mail and provisions.
7. Observing aids to navigation and conditions of weather.
8. Preparing meals and keeping rooms clean.

19. Does employee work under immedi[illegible] supervision, or to a large extent upon his own res[illegible]sibility? (Describe fully.)

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

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

This employee ranks first at this station and he regularly has no employees under him.

21. How long have the employee's duties been substantially as described above? Since March 21, 1912

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

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

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

(Signature of Employee)

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

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

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

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

Technical Education: If essential, kind and extent ----------

Experience: If essential, kind and extent ----------

25. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete. In my judgment the compensation of this position should be in a range from $ 1020. to $ 1260. exclusive of allowances mentioned in question 15.

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

GOVERNMENT PRINTING OFFICE 2—12758

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

February 11, 1932.

Mr. Leonard H. Staubly,

Through the Commissioner of Lighthouses.

Sir:

The Department, upon recommendation of the Commissioner of Lighthouses and in accordance with the provisions of Section 6 of the Act of June 20, 1918, has retired you from active duty in the Lighthouse Service (Fifth District), with retired pay at the rate of $1,082.95 per annum, effective beginning March 1, 1932.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER

FEB 26 1932

Chief of Appointment Division.

APPOINTMENT DIVISION
ENTERED
FEB 20 19
SPEED
DEPARTMENT OF COMMERCE
4035

February 11, 1932.

Mr. Leonard H. Staubly,

Through the Commissioner of Lighthouses.

Sir:

The Department is today advising you, in a separate letter, of your retirement from the Lighthouse Service after serving in that organization for approximately 40 years.

The Department hereby extends to you its thanks for faithful service rendered over so many years, and entertains the hope that you may long enjoy the rest which you have so well earned.

Sincerely yours,

R. P. LAMONT

Secretary of Commerce

FEB 29 1932

E

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEPT. OF LIGHTHOUSES JAN 27 1932 BALTIMORE, MD.

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Name Leonard H Staubly Date of birth February 2" 1867

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	July	23"	1890	July	22"	1895	Co H 8th U S Infty
~~Navy~~ Army	August	16"	1895	October	24"	1898	Co E 12th US Infty
~~Marine Corps~~ Army	October	27	1898	April	11"	1899	General Service
~~Quartermaster~~ Army	January	2"	1918	January	9 "	1919	Co A 4th Bn US Guard
L.H.S.: Asst. Kpr.	June	1	1900	Sept.	1	1904	
1st Asst. Kpr.	Sept.	2	1904	Mar.	20	1912	
Keeper	Mar.	21	1912	Dec.	31	1917	
"	Jan.	25	1919	Feb.	29	1932	
Total service	40 years, 4 months, 11 days.						

Does applicant receive or has he applied for a pension from the Government under any law? Yes. If so, give number of pension certificate or of claim: Cert. No. 1018.666

Amended to include qtrs. as result Comp. Gen. Dec. B-70029 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	Mar.	1	1927	Feb.	29	1932	5 yrs.	total	7219.67 ✓
Quarters	"	"	"	"	"	"	"	240.00	1200.00 ✓
									8419.67 ✓

Total compensation for last five years of active service $8419.67 ✓

Average compensation for last five years of active service $1683.93 ✓

Annual rate of retired pay ($1683.93 × years 30 ✓ ÷ 40) = $1262.95 ✓
(Not exceeding 30)

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

DEL
JJH

Page 2

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

JAN 29 1932

Name Lemuel H. Saultz Date of birth February 2, 1867

Occupation Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

Dates	Remarks

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 allowances)

Designation	Beginning			Ending			Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year		
Keeper	March	1	1927	June	30	1928	$1380.	$1840.
"	July	1	1928	July	2	1930	1440.	2888.
"	July	5	1930	Feb.	29	1932	1500.	2491.67
								5 7219.67
								1443.93

Total compensation for last five years of active service $7219.67

Average compensation for last five years of active service $1443.93

Annual rate of retired pay ($ 1443.93 × years (Not exceeding 30) 30 ÷ 40) = $1082.95

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
FEB - 5 1932
APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE
1932 FEB - 4 - PM 3:47

LIGHTHOUSES
1932 FEB - 3 - AM 9:07

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

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

Date January 22, 1932.

DEPARTMENT OF COMMERCE
FEB 11 1932
APPOINTMENT DIVISION

Superintendent of Lighthouses,
CHIEF CLERK
Fifth District

Baltimore, Md.
(City)

I hereby apply for retirement from active duty in the Lighthouse Service effective March 1, 1932, on the basis of service shown hereon.

Optional at 65 after 30 yrs Service
(Approx. 40 years service)

Leonard H. Staubly
(Name)

Keeper.
(Designation)

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

City Baltimore, Md. *Date* January 23, 1932.

Submitted to Commissioner of Lighthouses, Washington, D. C., recommending retirement at $ 1082.95 per annum, effective at the close of February 29, 1932.

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.

More than 25 yrs service

L. M. Hopkins
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES, *Washington, D. C.*, February 4, 1932.

Submitted to the Secretary of Commerce, recommending approval, effective beginning Mar. 1.

W P Harman
Acting *Commissioner of Lighthouses.*

FOR USE OF DEPARTMENT

11—10551

Action O. K.

Chief Clerk

DEPARTMENT OF COMMERCE
FEB 23 1932
REPORTING SECRETARY'S DIVISION
ACTION TAKEN

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 3, 1930.

L.H. Staubley

Through the 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: 1440

To: 1500

5th Keeper

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

Mr. Leonard H. Staubly,
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: $1380
To: $1440

CARDEX

11—9504

5



DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE.

2-23-27

Office of Sup't. 5 Dist.
Baltimore, Maryland,

Commissioner of Lighthouses.
Washington, D.C.
Subject: Transfer and Promotions.

1. Below is report for month of January of Transfers and Promotions and Demotions made in this District which do not require oaths, including Transfers made by form 73a, with necessary data required by the Department in connection thereto.

Name: Staubly, L.H.
Pos. Keeper
Sal. 1320
N.oC. 2 increase
L.D. 1-1-27
E.D.C. 1-1-27.

/s/ King
Sup't. of L.H.

See letter of February 8, 1987 in file of Staubly, L.H.

1636

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

VRH

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1927 FEB 9 AM 9 16

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
BALTIMORE, MD.

Commissioner of Lighthouses,
Washington, D. C.

February 8, 1927

Subject : Transfers and promotions.

1. Below is report for month of JANUARY of transfers, promotions and demotions made in this district which do not require oaths, including transfers made by Form 73a, with necessary data required by the Department in connection thereto:

Name	Position	Salary	Nature of Change	Letter date	Effec.date of change.
Staubly, L. H.	Keeper	$1380.p.a.	Increase	1/1/27	1/1/27
Shockley, E. T.	Keeper	1560.p.a.	"	1/1/27	1/1/27
Donald, Wm. T.	Asst. Kpr.	1380.p.a.	"	1/1/27	1/1/27
Burrus, Jos. M.	Keeper	1920.p.a.	"	1/1/27	1/1/27
Austin, C. R.	1st Asst.Kpr.	1680.p.a.	"	1/1/27	1/1/27
Jennett, U. C.	2nd Asst.Kpr.	1620.p.a.	"	1/1/27	1/1/27
Etheridge, Wm. H.	Asst. Kpr.	1380.p.a.	"	1/1/27	1/1/27
Quidley, J. B.	Keeper	1440.p.a.	"	1/1/27	1/1/27
Tolson, M. B.	1st Asst.Kpr.	1560.p.a.	"	1/1/27	1/1/27
Fulcher, R. P.	1st Asst.Kpr.	1260.p.a.	"	1/1/27	1/1/27
Etheridge, C. M.	2nd Asst. Kpr.	1140.p.a.	"	1/1/27	1/1/27
Gray, C. B.	Keeper	1440.p.a.	"	1/1/27	1/1/27
Johansen, J. B.	Keeper	1560.p.a.	"	1/1/27	1/1/27
Sterling, C. A.	Keeper	1680.p.a.	"	1/1/27	1/1/27
Stowe, J. M.	Asst. Kpr.	1440.p.a.	"	1/1/27	1/1/27
Baum, T. H.	Keeper	1620.p.a.	"	1/1/27	1/1/27
Midgett, C. C.	Asst. Kpr.	1440.p.a.	"	1/1/27	1/1/27
Hurst, A. P.	Keeper	1620.p.a.	"	1/1/27	1/1/27
Quidley, A. J.	Asst.Kpr.	1380.p.a.	"	1/1/27	1/1/27
Lewis, James L.	Keeper	1320.p.a.	"	1/1/27	1/1/27
McGrath, H.T.	Keeper	1680.p.a.	"	1/1/27	1/1/27
McDorman, Walter	Asst. Kpr.	1440.p.a.	"	1/1/27	1/1/27
Sadler, A. B.	Keeper	1680.p.a.	"	1/1/27	1/1/27
Ennis, J. L.	Keeper	1620.p.a.	"	1/1/27	1/1/27
Cherrix, E. J.	1st Asst.Kpr.	1260.p.a.	"	1/1/27	1/1/27
Owens, Ulman	Keeper	1620.p.a.	"	1/1/27	1/1/27
Simpkins, Wm. O.	Keeper	1620.p.a.	"	1/1/27	1/1/27
Kelly, W. S.	Asst. Kpr.	1380.p.a.	"	1/1/27	1/1/27
Peterson, I. D.	Keeper	1740.p.a.	"	1/1/27	1/1/27
Stubbs, John E.	Asst.Kpr.	1500.p.a.	"	1/1/27	1/1/27
Rollinson, Wm.G.	Keeper	1680.p.a.	"	1/1/27	1/1/27
Cox, James B.	Asst.Kpr.	1380.p.a.	"	1/1/27	1/1/27
Pounds, Bruce	Keeper	1680.p.a.	"	1/1/27	1/1/27
Austin, Homer T.	Keeper	1620.p.a.	"	1/1/27	1/1/27
Hayman, Edw. M.	Asst.Kpr.	1320.p.a.	"	1/1/27	1/1/27

Name	Position	Salary	Nature of Change	Letter date	Effec.date of change.
Austin, Wesley	Keeper	$1380. p.a.	Increase	1/1/27	1/1/27
Rollinson, Geo.S.	Asst.Kpr.	1440.p.a.	"	1/1/27	1/1/27
Farrow, Edward	Keeper	1320.p.a.	"	1/1/27	1/1/27
Farrow, Jos. D.	Keeper	1680.p.a.	"	1/1/27	1/1/27
Midgett, Wm. T.	2nd Asst.Kpr.	1440.p.a.	"	1/1/27	1/1/27
Yeatman, Wm.	Keeper	1320.p.a.	"	1/1/27	1/1/27
Willis, Geo. M.	Keeper	1620.p.a.	"	1/1/27	1/1/27
Curtis, Thos. H.	Keeper	1560.p.a.	"	1/1/27	1/1/27
Edwards, Jno. R.	Asst. Kpr.	1380.p.a.	"	1/1/27	1/1/27
Geiling, Carl	Keeper	1620.p.a.	"	1/1/27	1/1/27
Downs, J. S.	Asst. Kpr.	1380.p.a.	"	1/1/27	1/1/27
Pugh, Chas. W.	Keeper	1680.p.a.	"	1/1/27	1/1/27
Daniels, Oscar H.	Asst.Kpr.	1500.p.a.	"	1/1/27	1/1/27
Clifton, Wm.B.	Keeper	1560.p.a.	"	1/1/27	1/1/27
Cooper, Jos. W.	Asst.Kpr.	1380.p.a.	"	1/1/27	1/1/27
Jansen, Edw.	Keeper	1860.p.a.	"	1/1/27	1/1/27
Akerstrom, J. A.	1stAsst. Kpr.	1560.p.a.	"	1/1/27	1/1/27
Bounds, Otho.	Keeper	1620.p.a.	"	1/1/27	1/1/27
Brooks, Enos. L.	Asst. Kpr.	1320.p.a.	"	1/1/27	1/1/27
Carew, W. C.	Keeper	1680.p.a.	"	1/1/27	1/1/27
Ford, B. E.	Asst. Kpr.	1440.p.a.	"	1/1/27	1/1/27
Shockley, Jesse M.	Keeper	1740.p.a.	"	1/1/27	1/1/27
Parkerson, D. E.	Asst.Kpr.	1440.p.a.	"	1/1/27	1/1/27
Groom, Horace C.	Keeper	1800.p.a.	"	1/1/27	1/1/27
Sterling, Henry C.	Keeper	1620.p.a.	"	1/1/27	1/1/27
Jarvis, A. J.	Keeper	1560.p.a.	"	1/1/27	1/1/27
Marchant, J. M.	Asst. Kpr.	1380.p.a.	"	1/1/27	1/1/27
Thomas, Walter W.	Keeper	1680.p.a.	"	1/1/27	1/1/27
Holland, Wm. H.	Asst. Kpr.	1500.p.a.	"	1/1/27	1/1/27
Twiford, J. T.	Keeper	1740.p.a.	"	1/1/27	1/1/27
Meekins, A. M.	1st Asst.Kpr.	1500.p.a.	"	1/1/27	1/1/27
Jarvis, John F.	Keeper	1620.p.a.	"	1/1/27	1/1/27
Hudgins, A. B.Jr.	Asst.Kpr.	1320.p.a.	"	1/1/27	1/1/27
Hudgins, Chas. S.	Keeper	1560.p.a.	"	1/1/27	1/1/27
Oneal, Leon R.	Asst.Kpr.	1320.p.a.	"	1/1/27	1/1/27
Davis, Edw.	Keeper	1560.p.a.	"	1/1/27	1/1/27
Matthews, Rob.H.	Asst.Kpr.	1320.p.a.	"	1/1/27	1/1/27
Diggs, Wm. J.	Keeper	1680.p.a.	"	1/1/27	1/1/27
Preston, Benj. D.	Asst. Kpr.	1500.p.a.	"	1/1/27	1/1/27
Mason, James F.	Watchman	1320.p.a.	"	12/27/26	1/1/27
Wood, Joshua W.	Watchman	1320.p.a.	"	12/27/26	1/1/27
Williams, B. A.	2nd Asst.Kpr.	1320.p.a.	"	11/ 3/26	1/1/27
Mercer, Jos. F.	1st Asst.Kpr.	1440.p.a.	"	11/ 3/26	1/1/27
Burfoot, J. W.	Keeper	1620.p.a.	"	11/ 3/26	1/1/27
Simpson, J. W.	Keeper	1500.p.a.	"	12/13/26	1/1/27
Rollinson, W.G.	Keeper	1620.p.a.	73-a	11/30/26	1/1/27
Baum, T. H.	Keeper	1560.p.a.	73-a	11/17/26	1/1/27
Williamson, J.F.	Captain	3180.LL p.a.	73-a	12/22/26	1/4/27
Barnett, Jos. D.	1st Asst.Kpr.	1560.p.a.	Increase	12/28/26	1/16/27
Thomas, Barney	Asst.Kpr.	1440.p.a.	Demotion	12/28/26	1/16/27
Bozman, Luther E.	Keeper	1500.p.a.	Promotion	12/27/26	1/16/27

Name	Position	Salary	Nature of Change.	Letter date.	Effec.date of change.
Kelly, Wm. J.	1st Asst.Kpr.	$1380.p.a.	Promotion	12/28/26	1/16/27
Davis, Geo. T.	Radio Operator	1500.p.a.	Increase	1/6/27	1/29/27

DEPARTMENT OF COMMERCE
FEB 11 1927
APPOINTMENT DIVISION

CHIEF CLERK

1927 FEB 10 PM 3 32

Superintendent of Lighthouses.

CARDED

Bureau of Lighthouses, Washington

FEB 10 1927

Submitted to Secretary of Commerce for his information

J. L. CONWAY

Acting Commissioner of Lighthouses.

10 eff dates

C. S. REPORT DATA ENTERED

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

January 1, 1927.

Mr. Leonard H. Staubly,

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: $1320 per annum.

To: $1380 per annum.

Service and grade: Field.

Appropriation (unit):

APPROVED BY THE ACTING SECRETARY 1/11/27

FILE 1093/1

C
5

APPOINTMENT DIVISION ENTERED JAN 14 1927 ON JOURNAL DEPARTMENT OF COMMERCE

CARDED

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.

W. Leonard H. Staubly,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $1260 per annum to $1320 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,

Actg. W. J. GARDNER
Chief of Appointment Division.

11—8074

CARDED

APPOINTMENT DIVISION ENTERED JUL 16 1925 ON JOURNAL DEPARTMENT OF COMMERCE

H
5th

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON January 31, 1925.

(CROSS REFERENCE)

Mr. Leonard H. Staubly, In accordance with authority
Commissioner of Lighthouses.
Through the

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,

Acting Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED FEB 5 1925 ON JOURNAL DEPARTMENT OF COMMERCE

Position: Keeper.

Salary: $1260.

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

EK

5th

FEB 5 1925

CARDED

(CROSS REFERENCE)

Stanley Leonard H. In accordance with authority of the Director of the Budget dated June 27, 1924, the salary is re-adjusted to $ 1080, effective July 1, 1924.

For authorization see letter dated JUL 2 8 1924 File No. 1095/21.

March 26, 1920.

Gentlemen:

The Department is in receipt of the Commission's letter of the 10th instant, requesting to be advised whether further action is desired on the request dated January 21, 1919, for the reinstatement of Leonard H. Staubly as Keeper in the Lighthouse Service.

In response the Department has to state that Mr. Staubly was reinstated on April 1, 1919, in accordance with the provisions of the deficiency appropriation act approved February 25, 1919, to the position in which he formerly served and from which he was separated on December 31, 1917, to enter the military service. The Commission was advised of this action in letter from the Department dated April 1, 1919, in view of which it was contemplated that no further action would be taken on Department's request of January 21, 1919, for Mr. Staubly's reinstatement and it is assumed therefore that form 1769, with reference to members of family, or evidence of military record will not be required by the Commission.

By direction of the Secretary:

Respectfully,

(SIGNED) E. W. LIBBEY

Chief Clerk.

The Civil Service Commission.
C-S

UNITED STATES CIVIL SERVICE COMMISSION

WASHINGTON, D. C.

ADDRESS ONLY
"CIVIL SERVICE COMMISSION"
IN YOUR REPLY REFER TO
FILE EJL-F
AND DATE OF THIS LETTER

6

March 10, 1920.

APPOINTMENTS

1920 MAR 17 AM 11 13
CIVIL CLERK

The Honorable

The Secretary of Commerce.

35

1920 MAR 17 AM 10 00

Sir:

The Department is respectfully requested to advise whether it wishes any further action taken on its request of January 21, 1919, for the reinstatement of Leonard H. Staubly to the position of keeper in the Lighthouse Service. Neither form 1769, with reference to members of his family, nor evidence of his military record appears to have been received.

By direction of the Commission:

Very respectfully,

(Signed) Martin A. Morrison.

President.

Respectfully referred to the Commissioner of Lighthouses for attention.

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

M
C

COMMISSIONERS
JOHN A. McILHENNY
PRESIDENT
CHARLES M. GALLOWAY
HERMON W. CRAVEN

UNITED STATES CIVIL SERVICE COMMISSION
WASHINGTON, D. C.

ADDRESS ONLY
"CIVIL SERVICE COMMISSION"
IN YOUR REPLY REFER TO
FILE EJL-F
AND DATE OF THIS LETTER

5

6

July 11, 1919.

APPOINTMENTS
19 JUL 12 AM 9 53
CHIEF CLERK
1919 JUL 12 AM 8 56

The Honorable

The Secretary of Commerce.

Sir:

With reference to the Department's request of January 21, 1919, for the reinstatement of Leonard H. Staubly to the position of keeper in the Lighthouse Service, and to Mr. Staubly's statement that his discharge is in the hands of Hon. George M. Bowers, the Commission hereby authorizes the temporary appointment of Mr. Staubly for a period not to exceed thirty days pending the verification of his military record, for which purpose his honorable discharge or a photostat or a certified copy of the same, or an affidavit signed by two responsible citizens setting forth his military record, should be submitted to this office.

By direction of the Commission:

Respectfully referred to the Commissioner of Lighthouses for attention.

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

M
G

Very respectfully,

(s) Martin A. Morrison

Martin A. Morrison,

President.

April 1, 1919.

Gentlemen:

The Department has to state that in accordance with the provisions of the Deficiency Appropriation Act approved February 25, 1919, it has reinstated Leonard H. Staubly in the position of keeper at $840 per annum (including $60 per annum longevity pay) in the Lighthouse Service. Mr. Staubly will be assigned to the Blackistone Island Light Station, Md., in the position in which he formerly served and from which he was separated on December 31, 1917, to enter the military service. Mr. Staubly served as supply sergeant in the army and has received his honorable discharge.

By direction of the Secretary:

Respectfully,

(SIGNED) E. W. LIBBEY

Chief Clerk.

The Civil Service Commission.
G/D

MAY 3 1919 8 48 AM

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

APPOINTMENTS

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

1919 MAY 3 PM 1 44

SUPT. OF LIGHTHOUSES MAY 2 1919 BALTIMORE, MD.

LIGHT MAY 8 1919 HOUSES

5

I, Leonard H. Staubly

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

Leonard H. Staubly

(Appointee signs here)

1919 MAY 3 PM 1 31

[2] Sworn (See below) and subscribed before me, this [3] 30th day of April, A. D. 1919

(Affix official seal here)

[4] (Name) Harry M. Jones

(Official title) Notary Public

My commission expires May 1920

Official Title	Rate of Pay (base)	Name of Station, Vessel, or Place of Employment.
Present Keeper	$ 840. p.a.	Blakistone Island Light Station, Md.
Former [5] "	780. p.a.	" " " " "

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

From temporary to permanent status, by reinstatement

Office of Lighthouse ~~Inspector~~ Supt., 5th District

Baltimore, Md. (Address), May 2, 1919 (Date)

The above-named appointee entered upon duty on April 1, 1919 (Date)

CARDED

For and in the absence of the Superintendent.

1919 MAY 3 PM 12 02

(Signature, followed by title) Chief Clerk.

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

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

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

[4] This oath should be taken before a justice of the peace, notary public, judge, clerk of a court, a chief clerk in the office of a lighthouse inspector or other employee in the Lighthouse Service designated by a chief clerk, or any other officer having authority to administer oaths, but never before a collector of customs or postmaster, as neither officer has power to administer oaths in such cases. In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk, except in the case of chief clerks in the offices of lighthouse inspectors and other employees in the Lighthouse Service designated by them, who are not required to have a seal.

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

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

U. S. REPORT

11—944

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

April 1, 1919.

Mr. Leonard H. Staubly,

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 Eight Hundred and Forty dollars per annum,

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

(Reappointment with permanent status by reinstatement in accordance with authority contained in the Deficiency Appropriation Act approved February 25, 1919.)

The above-mentioned rate of compensation includes $60 per annum longevity pay.

By direction of the Secretary.

CARDED

Respectfully,

D
G

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Yourself.

Legal Residence: West Virginia.

5th

APPOINTMENT DIVISION ENTERED APR 1 - 1919

11—3602

APR 21 1919 9 36 AM

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

APPOINTMENTS APR 21 1919

SUPT. OF LIGHTHOUSES APR 7 1919 BALTIMORE, MD.

5

CHIEF CLERK

LIGHT APR 21 1919 HOUSES

1919 APR 21 AM 11 46

I, Leonard H. Staubly

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.

Leonard H. Staubly
(Appointee signs here)

[2] Sworn (See below) and subscribed before me, this [3] 3d day of April, A. D. 1919

(Affix official seal here)

[4] (Name) Harry W Jones

(Official title) Notary Public

My commission expires May 1920

(Temp. apptt. for 3 mos. pending action on reinstatement) Official Title	Rate of Pay (base)	Name of Station, Vessel, or Place of Employment.
Present Keeper	$ 780. p.a.	Blakistone Island Light Station, Md.
Former ------	---------	---------

REPORT DATA ENTERED 5.

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

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

Baltimore, Md. (Address), April 19, 1919 (Date)

Supt.
1 A Supt.
Chief Cl.
2 A Supt.
3 A Supt.
4 A Supt.
Mech.
1 Drafts
2 Drafts
Hydrog.
Accounts
Ordering
Personnel
Coast Kpg.
File Clk.
Stenog.
Messenger
File

The above-named appointee entered upon duty on January 25, 1919 (Date)

CARDED

1919 APR 21 AM 11 39

W D King.
(Signature, followed by title) Supt. of Lighthouses

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

11—944

GENERAL APPOINTMENT—FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

March 8, 1919.

Mr. Leonard H. Staubly,

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 Eighty dollars per annum,

effective January 25, 1919.

Your appointment will continue for a period not to exceed three months pending action of the Civil Service Commission on request for your reinstatement.

CARDED

APPOINTMENT DIVISION ENTERED MAR 11 1919 DEPT. OF COMMERCE

By direction of the Secretary:

Respectfully,

(Signed) Clifford Hastings

Chief of Appointment Division.

D G C. S. REPORT DATA ENTERED

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Amasa J. Simpson.

Legal Residence: Maryland.

5th

March 7, 1919.

Gentlemen:

Referring to the Commission's letter of January 31, 1919, the Department transmits herewith copy of letter dated the 14th ultimo from L. H. Staubly for whose reinstatement, as keeper in the Light-house Service, the Department requested authority under date of January 21, 1919.

By direction of the Secretary:

Respectfully,

(SIGNED) E. W. LIBBEY

Chief Clerk.

The Civil Service Commission.
Inclosure 31.
G/D

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR, 5TH DIST.
BALTIMORE, MD

ADDRESS ALL COMMUNICATIONS TO SUPERINTENDENT OF LIGHTHOUSES BALTIMORE, MD

MEM

Mgr. Const.
Mar. Engr.
Personnel
Accounts
Contracts
Chf. Clk.
Dep. Comm.
Commr.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

MAR 3 1919 8 38 AM

5

LIGHT HOUSES MAR 3 1919

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
OFFICE OF INSPECTOR, 5TH DISTRICT
BALTIMORE, MD.

February 21, 1919

CHIEF CLERK

Commissioner of Lighthouses,
(Thro' Sec'y, 4th Civil Service District),
Washington, D.C.

Subject: Reinstatement, Leonard H. Staubly.
Reference: Letter U.S.Civil Service Commission, Jan. 31 to Sec'y of Com. with endorsement to Supt. 5th Dist. Feb. 5.

1919 MAR 6 AM 9 43

1. Enclosed is copy of February 14th letter from Mr. Staubly, reference being made to letter, as above, wherein it was requested that the Commission be furnished with a certificate or photostat copy of Mr. Staubly's discharge from the army, also properly executed affidavit as to relative to his service in the Service.

APPOINTMENTS

1919 MAR 6 AM 10 5

Bureau of Lighthouses
APPOINTMENT DIVISION
MAR 5 - 1919
NOTED AND FILED

MAR 7 1919

1919 MAR 5 PM 4 25

Submitted to Secretary of Commerce for his information.

Conway Ring

Acting Commissioner

Supt. of Lighthouses

Form 73

NOMINATION

MEM

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SPECIAL

5

Supt.
OFFICE OF ~~LIGHTHOUSE INSPECTOR~~, Fifth DISTRICT.

Baltimore, Md. (City.) February 14, 1919 (Date.) 191

FOURTH DISTRICT FEB 15 1919 Received

THE COMMISSIONER OF LIGHTHOUSES:
(Thro' Sec'y 4th Civil Service District)

Action recommended, Temporary appointment

Name,* Leonard H. Staubly (Quis) APPOINTMENTS Legal residence, Maryland

Position, Keeper Salary, $ 780. p.a.

1919 MAR 8 AM 10 39

Location, Blakistone Island Light Station, Md. Appropriation, Salaries, Keepers of Lighthouses

LIGHT MAR 8 1919 HOUSES

Effective January 25, 1919 {'the actual date of entrance on duty, ~~or as soon thereafter as he enters on duty.~~

Former position, --------- Former salary,

CHIEF CLERK

Location,

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

1919 MAR 8 AM 9 33

Previous incumbent, Amasa J. Simpson Services terminated, With close of Jan. 24/19

Reason, Transferred to Jones Point

Members of family in Government Service, Bro. -Asst. Kpr. L.H.S.
" Mail carrier

Remarks: Blakistone Island is a one keeper station. The keeper of this station, Mr. Simpson, was transferred to Jones Point L.S. and it was necessary that he report for duty on the morning of the 25th, as appointment of temporary keeper at Jones Point L.S. expired at that time. It was necessary, therefore, that Mr. Staubly enter on duty on above effective date. Reference is made to Form 84 from this office dated Feb. 6, with endorsement Feb. 7 by Mr. Fisher, Sec'y 4th Civil Service District, and further endorsement by Bureau dated Feb. 8, 191 requesting nomination for temporary appointment with explanation of effective date.

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

Mch 6- 1919

L. H. Fisher
Secretary, 4th Civil Service District.

For and in the absence of the Superintendent

Asst. Supt.

* B.S. 1/18/19 attach reinstatement

BUREAU OF LIGHTHOUSES
WASHINGTON

MAR 7 - 1919

Submitted to the Secretary of Commerce, approved.

3-8-19

APPT. DIV. MAR 8 - 1919 DEPARTMENT OF COMMERCE

1919 MAR 7 PM 4 20

Acting Commissioner

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

11—2314

COMMISSIONERS
JOHN A. McILHENNY
PRESIDENT
CHARLES M. GALLOWAY
HERMON W. CRAVEN

UNITED STATES CIVIL SERVICE COMMISSION
WASHINGTON, D. C.

ADDRESS ONLY
"CIVIL SERVICE COMMISSION"
IN YOUR REPLY REFER TO
CHIEF CLERK
AND DATE OF THIS LETTER

January 31, 1919.

1919 FEB 1 AM 9 18

The Honorable

The Secretary of Commerce.

APPOINTMENTS
1919 FEB 1 AM 10 52

Sir:

Before taking action on the Department's request of January 21, 1919, for approval of the reinstatement of Leonard H. Staubly as keeper in the Lighthouse Service, the Commission requests to be furnished with his certificate of discharge from the military service or with a certified or photostat copy of the same; also that the inclosed form 1769 relating to members of family either be executed by him or a statement made by him under oath indicating whether he resides with his two brothers who are already in the classified service.

By direction of the Commission:

Very respectfully,

(s) J. A. McIlhenny
President.

Inclosure 5418.

Respectfully referred to the Commissioner of Lighthouses for attention.

(Signed) Clifford Hustings
Chief of Appointment Division.

Inclosure 1431
D
C

McC.
1 inclosure.
Lohgevity
pay.

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

CHIEF CLERK

January 22, 1919.

1919 JAN 24 PM 1 18

APPOINTMENTS

Secretary of Commerce:

1. Referring to inclosed nomination dated January 9, 1919, for the reinstatement of Leonard H. Staubly as keeper, Blackistone Island Light Station, Md.

2. The Department is advised that it has been the policy of the Bureau to recommend for longevity pay only keepers who have served five years continuously immediately preceding the date of effect of such pay. The Bureau however recommends in cases where keepers left the Service to join the military service and are later reinstated at expiration of such service, that they be allowed longevity pay upon the basis of length of continuous service in the Lighthouse Service immediately preceding entrance in the Army or Navy and following reinstatement in the Lighthouse Service. If the Department approves the above recommendation the Bureau will instruct superintendents accordingly.

1919 JAN 24 PM 1 13

G. R. Putnam

INDEXED

1-24-19

See modification of this policy - Morris - Maine

Noted and approved:

1919 JAN 25 PM 4 15

/G E. F. Sweet
Acting Secretary.

Respectfully returned to the Commissioner of Lighthouses.

1919 JAN 27 AM 10 03

APPOINTMENTS

(Signed) Clifford Hastings.
Chief of Appointment Division.

D
G

JAN 27 1919

Form 381.
May, 1910.

REQUEST FOR REINSTATEMENT.

Department of Commerce,
[Department, Commission, or Office.]

Washington, D. C., January 21, 1919.

To the U. S. Civil Service Commission:

Request is made for certificate under Executive Order of July 18, 1918, Rule IX for the reinstatement of Leonard H. Staubly, a legal resident of the State (or Territory) of Maryland, to the position Keeper, now vacant (or to become vacant on), at a salary of $780. pa., in the Lighthouse Service, for which a certification of eligibles has not been requested.* Mr. Staubly was, without delinquency or misconduct on h part, separated by * discontinuance on December 31, 1917, from the position of Keeper at a salary of $ 552. pa., in the Lighthouse Service.

[Bureau or Office.] [Removal or resignation.] [Bureau or Office.]

MEMBERS OF FAMILY IN THE SERVICE OF THE UNITED STATES:

Brother, Assistant Keeper, Lighthouse Service.
[State degree of relationship and where employed.]

Brother, Mail Carrier.

MILITARY OR NAVAL RECORD.

*(Left to enter military service, and has just received his discharge).

Regiment Company

Vessel Date of honorable discharge

By direction of the Secretary:

Signature: (SIGNED) E. W. LIBBEY

M
G

Official title: Chief Clerk.

*If a certification has been requested, the date should be given. When a requisition has been made under section 1 of Rule VII for a certification of eligibles, and the Commission, at the request of the Department, has made public announcement of an examination to secure such eligibles, the vacancy shall not thereafter be filled by transfer, promotion, or reinstatement, without the consent of the Commission.

6—2530

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
BALTIMORE, MD.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

HDK-MEM

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT
JAN 10 1919
HOUSES

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
OFFICE OF INSPECTOR, 5TH DISTRICT
BALTIMORE, MD

January 9, 1919

Commissioner of Lighthouses,
Washington, D.C.

Subject: Keeper, Blakistone Island.
Request for cancellation Form 73, Wm. Stinchcomb.

1. It is requested that nomination Form 73 for transfer of Stinchcomb from Fort Washington to Blakistone Island be cancelled and that Mr. L. H. Staubly be reinstated as Keeper of Blakistone. Mr. Staubly left the Lighthouse Service with the close of December 31, 1917 to enlist in the military forces. He has served, with credit, as supply sergeant and has just received his discharge. It is believed in line with Departmental policy to reinstate deserving and efficient employees, who have left the Service for patriotic reasons, and I consider that Mr. Staubly's case is one deserving of special consideration in this direction. He has a record of excellent service in the Lighthouse Service, and at the time of the separation was the holder of the Commissioner's efficiency star.

Supt. of Lighthouses.

Form 73

NOMINATION

MEM

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Supt.
OFFICE OF ~~LIGHTHOUSE INSPECTOR~~, Fifth DISTRICT.

LIGHT HOUSES JAN 10 1919

Baltimore, Md. (City.) January 9, 1919 (Date.) 191

THE COMMISSIONER OF LIGHTHOUSES:
(Thro' Sec'y 4th Civil Service District)

Action recommended, Reinstatement

Name, Leonard H. Staubly

Legal residence, Maryland

Position, Keeper

Salary, ~~$ 780.~~ $ 840. p.a.

Location, Blakistone Island Light Station, Md.

Appropriation, Salaries, Keepers of Lighthouses

Effective January 24, 1919 { ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, ------

Former salary,

Location,

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

1919 JAN 18 PM 2 23

Previous incumbent, Amasa J. Simpson Services terminated, With close of Jan. 23/19

Reason, To be transferred to Nones Point L.S.

Members of family in Government Service, Bro. - Asst. Kpr, L.H.S.
" Mail carrier

Remarks: See letter of even date, attached. The above rate of pay does not include longevity pay. If Mr. Staubly is entitled to longevity pay on account of conditions as stated in attached letter, his rate of pay should be changed to read $ 840. p.a. instead of $ 780. p.a.

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

Secretary, Civil Service District.

Supt. of Lighthouses.

McC.
1 inclosure.

BUREAU OF LIGHTHOUSES
WASHINGTON
JAN 18 1919

Submitted to the Secretary of Commerce, approved, and recommending cancelation of the nomination of Stinchcomb, attention being invited to inclosed letter of January 9, 1919, from the Fifth Superintendent.

1919 JAN 18 PM 12 25

APPOINTMENT DIVISION ACTION TAKEN JAN 20 1919 DEPARTMENT OF COMMERCE

Commissioner.

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

U—2314

USE TYPEWRITER—SEE INSTRUCTIONS ON BACK.

UNITED STATES
BUREAU OF EFFICIENCY.
FORM 8.

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

MAKE NO ENTRIES IN THIS COLUMN.

LIGHT
OCT 26 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.)
Staubly, Leonard H.

2. Department:
Commerce

3. Bureau, office, or service:
Lighthouse Service, 5th Dist.

4. Designation of position:
Keeper

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

6. Annual earnings:
$552.

7. Kind of appropriation:
LS

8. Present rate of pay:
$552. PA

9. Initial rate of pay:
$ 156. p.a.

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

Substitute— Years:	Months:	Regular— Years:	Months:
		16	11

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

12. Race:
W

13. Sex:
Male

14. Date of birth—
Month:
April

Year:
1867

15. Kinds of schools attended, years attended, and degrees taken:
E7, H3

16. Marital condition:
M

17. War veteran?
Spanish

18. Appointed from—
Congressional district and State:
5 Maryland

County:
St. Marys

19. Civil service status:
C

20. Method by which classified status was obtained:
CE

21. Place of employment—
City:
Baltimore

State:
Maryland

DO NOT FOLD THIS CARD.

11—5869

January 14, 1918.

Sir:

In view of the fact that you have entered the military service, the Department, upon recommendation of the Commissioner of Lighthouses, has discontinued, without prejudice, your services as keeper of Blakistone Island Light Station, Maryland, at $552 per annum, in the Lighthouse Service, effective at the close of December 31, 1917.

By direction of the Secretary:

Respectfully,

(Signed) Clifford Hastings.

Chief of Appointment Division.

APPOINTMENT DIVISION (DEPT.) JAN 14 1918 DEPT. OF COMMERCE

CARDED

Mr. Leonard H. Staubly,
Through the Commissioner of Lighthouses.

JAN 14 1918

C
N

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT
JAN 3 1918
HOUSES

REOM.
Inclosures.

OFFICE OF INSPECTOR, 5TH DISTRICT
BALTIMORE, MD.

Jan. 2, 1918

CHIEF CLERK
JAN 12 1918
5

Commissioner of Lighthouses, Washington, D.C.

Subject: Application for leave without pay, L.H.Staubly.

There is attached in duplicate the application for leave without pay of Leonard H. Staubly, keeper, Blakistone Island L.S., Md., which it is recommended be granted in accordance with the terms of Bureau Circular Letter No. 317 of April 28, 1917, as Mr. Staubly has enlisted in the U.S. Army and his first temporary station will be Columbus Barracks, Ohio. Suitable recommendation for filling the temporary vacancy caused by this keeper's enlistment forwarded to Bureau in today's mail.

APPOINTMENT DIVISION
NECESSARY
ACTION TAKEN
JAN 14 1918
DEPARTMENT OF COMMERCE

King
Lighthouse Inspector.

McC-T

Bureau of Lighthouses,
Jan. 10, 1918.

Submitted to Secretary of Commerce recommending that the services of Staubly be discontinued without prejudice, effective at the close of December 31, 1917.

APPROVED:

JAN 11 1918 3 36 PM

E. F. Sweet
Assistant Secretary.

ASS'T. SECY.
JAN 12 1918

APPOINTMENTS
JAN 12 1918

CV
N

OCT - 8 1914

Sir:

Referring to report of assistance rendered by you on September 7, 1914, to the sloop Volunteer which was leaking and in a sinking condition, you are commended for the assistance rendered on that occasion, whichbfact will be noted on the records as part of your official history.

Respectfully,

Secretary.

Mr. Leonard H. Stambly, Keeper,
Blakistone Island Light Station, Md.,
Through Commissioner of Lighthouses.

LIGHTHOUSES---Appointment Division's files
Exact copy as signed by WILLIAM C. REDFIELD
Mailed OCT 8 1914 by

File
Stambly

Form 11.

Carded in the Disbursing Office

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

Per Act

OFFICE OF THE CHIEF CLERK RECEIVED MAR3 0 1912 DEPT OF COMMERCE AND LABOR

OFFICE OF DISBURSING RECEIVED MAR 30 1912 DEPT OF COMMERCE AND LABOR

BUREAU OF LIGHTHOUSES DEPARTMENT OF COMMERCE AND LABOR MAR 27 1912

Department of Commerce and Labor

LIGHTHOUSE SERVICE

I, Leonard H. Staubly

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.

☞ Leonard H. Staubly

(Appointee signs here.)

[2] Sworn to (See below.) and subscribed before me, this[3] 18th day of March, A. D. 1912

By the Laws of Va., no Tax is required upon the Seal in this instrument.

(Affix Official seal here.)

[4] (Name) W. H. Sherman

(Official title) Notary Public

COMMISSION EXPIRES SEPT. 10, 1912.

Official Title.	Rate of Pay.	Name of Station, Vessel, or Place of Employment.
Keeper	$552. p. a.	Blakistone Island L. S., Md.

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

CARDED.

Office of Lighthouse Inspector, Fifth District

Baltimore, Md., (Address.), March 26, 1912 (Date.)

The above-named appointee entered upon duty on 21st March, 1912 (Date.)

Lewis M. Haupt (Signature, followed by title.) Asst. Supt.

DIVISION OF ACCOUNTS RECEIVED MAR 30 1912 DEPT OF COMMERCE AND LABOR

[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.

Ent'd MAR 29 1912

GENERAL APPOINTMENT

Department of Commerce and Labor
OFFICE OF THE CHIEF CLERK
Washington

March 11, 1912.

Mr. Leonard H. Staubly,

Through the Commissioner of Lighthouses.

Sir:

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

Keeper

in the Lighthouse Service

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

effective beginning March 11, 1912, or as soon thereafter

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

(By transfer from first assistant keeper at $42.50 per month.)

CHANGE REPORTED
MAR -- 1912
C. S. COMMISSION.

By direction of the Secretary:

CARDED.

APPOINTMENT DIVISION
REPORTED
MAR 12 1912
TO DISBURSING CLERK
DEP'T OF COMMERCE AND LABOR

Respectfully,

Chief Clerk.

Cx
D

Appropriation: Salaries, Keepers of Lighthouses.

Vice William M. Freeman, Jr.

Legal Residence: Maryland.

ESH

Form 73 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF APPOINTEE

Department of Commerce and Labor
LIGHTHOUSE SERVICE

OFFICE OF THE CHIEF CLERK RECEIVED MAR 11 1912 DEPT OF COMMERCE AND LABOR

BUREAU OF LIGHT-HOUSES MAR 9 1912 DEPT OF COMMERCE AND LABOR

OFFICE OF LIGHTHOUSE INSPECTOR, Fifth DISTRICT,

Baltimore, Md. March 8th 191 2

THE COMMISSIONER OF LIGHTHOUSES:

The following recommendation is submitted:

APPOINTMENT DIVISION RECEIVED MAR 11 DEPT OF COMMERCE AND LABOR

Action proposed, Transfer and promotion

Name, Leonard H. Staubly 93.5% Legal residence, Maryland

Position, Keeper Salary, $552. per annum

Location, Blakistone Island Light Station, Md.

Effective on the actual date of entrance on duty.

Former position, 1st Assistant keeper Former salary, $42.50 per month

Location, Cape Charles Light Station, Va.

Rank in list of eligibles, Rating, Percentage,

Other eligibles considered,

Letters of declination inclosed,

Previous incumbent, Wm. M. Freeman Jr. Services terminated,

Reason, Temporary appointment

Remarks: To be paid from appropriation for Salaries of Keepers of Lighthouses.

3/11/12 mcb

DIVISION OF APPOINTMENTS APPOINTMENT WRITTEN MAR 11 1912 C. S. COM. NOTIFIED. DEPT OF COMMERCE AND LABOR

H. C. Blakistone

Commander, U.S.N., Retired,
Lighthouse Inspector.

HRW

Department of Commerce and Labor
BUREAU OF LIGHTHOUSES
WASHINGTON

March 9, 1912.

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

OFFICE OF THE CHIEF CLERK RECEIVED MAR 11 1912 APPOINTMENTS DEPT OF COMMERCE AND LABOR

11—2314

Conover

Acting Commissioner.

READ THE INSTRUCTIONS ON PAGE 3

Department of Commerce and Labor

EFFICIENCY REPORT

MAY 13 1911

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

1. Name Leonard H. Staubly 2. Age 44 (Last birthday.)

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

5. Compensation $42.50 per mo. Where employed Cape Charles Light, Va.

7. When appointed (a) May 25, 1900 8. How appointed (b) Through Civil Service examination.

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

10. Is the employee an honorably discharged soldier or sailor? Yes.

11. Does the employee receive a pension? Yes. If so, state the amount $6. per month.

12. Other Government service 8th and 13th U.S. Infantry, 8 years and 8 months. Spanish War.

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

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

15. Efficiency (d):

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

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

11—4259

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

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

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

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

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

20. Remarks: (*e*)

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

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

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

Chief of Bureau or Office.

11—4259

TEC

Department of Commerce and Labor

LIGHT HOUSE BOARD
JUN 8 1909
NO.

EFFICIENCY REPORT

(Read the instructions on the reverse side of this Form before attempting to fill it out.)

1. Bureau Light-House Service
2. Where employed Cape Charles Light-Station, Va.
3. Name Leonard H. Staubly
4. Where born Virginia.
5. Age 42
6. Position First Assistant Keeper
7. Compensation $42.50 month. When appointed (a) May 25, 1900.
9. How appointed (b) Through Civil Service Examination.
10. Appointed from — State Maryland; Congressional District First; County Somerset

O. R.

11. Status under Civil Service Rules (c) Classified Competitive
12. Is the employee an honorably discharged soldier or sailor? Yes
13. Other Government service 8th and 13th U. S. Infantry, 8 years and 8 months. (Spanish War.)
14. Duties (describe fully) Assists in care and maintenance of station.
15. Efficiency — Quantity of work (d) 10 tenths.; Quality of work (e) Good; Interest manifested in work (f) Yes
16. Is this employee fully earning the salary he is now receiving? Yes
17. Remarks (g)

C

H. Colonel, Corps of Engineers, U. S. A.,
Engineer Secretary.

CAPTAIN, U. S. N.
NAVAL SECRETARY

Robt. D. Russell
Commander, U. S. N., Inspector, 8th Light House Dist.
Head of Bureau or Office.

June 5, 1909.

11—3005

Form 111

LIGHT HOUSE BOARD
RECEIVED
NOV 10 1908

OFFICE OF THE CHIEF CLERK
RECEIVED
NOV 12 1908
DEPT OF COMMERCE AND LABOR

OATH OF OFFICE

(PRESCRIBED BY SECTION 1757, REVISED STATUTES)

No. 7714

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

I, Leonard H. Staubly

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.

Leonard H. Staubly

[b] Sworn to and subscribed before me, this 21st day of October, A. D. 1908

(Affix official seal here.)

[c] (Name:) Samuel Townsend

(Official title:) Notary Public

OFFICIAL TITLE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
1st Assistant Keeper, $42.50 per month.	Cape Charles Light-Station, Va.	W. Va.	Md.

OFFICE OF THE Inspector, 5th LIGHT-HOUSE DISTRICT,

Baltimore, Md., (Address.) November 9, 1908. (Date.)

The above-named appointee entered upon duty on July 1, 1908. (Date.)

CARDED

(Signed:) Robt. T. Russell

Commander, U. S. N., Inspector, 5th L. H. Dist.

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

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

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

NOTE CAREFULLY.

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.

OFFICE OF THE CHIEF CLERK
RECEIVED
NOV 12 1908
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR

DIVISION OF APPOINTMENTS
RECEIVED
NOV 12
DEPT OF COMMERCE AND LABOR

11-911

Ent'd NOV 11 1908

GENERAL APPOINTMENT—PRIOR DATE

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

7714

October 15, 1908.

Mr. Leonard H. Staubly, of Maryland, is hereby appointed

First Assistant Keeper of Cape Charles Light-Station, Va.,

in the Light-House Service,

at a salary of Forty-two and 50/100 dollars per month,

this appointment to be effective beginning July 1, 1908, he having entered upon duty on that date and since continuously served in the above-mentioned position. (vice himself.)

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

(By promotion from $600 per annum.)

CARDED

DIVISION OF APPOINTMENTS
REPORTED
OCT 15 1908
TO DISBURSING CLERK
DEPT. OF COMMERCE AND LABOR

Secretary.

Date of oath: , 190

The Light-House Board.

CHANGE REPORTED
OCT - 1908
U. S. Civil Service Commission

Le
D

Form 73 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

Department of Commerce and Labor

7714 LIGHT-HOUSE ESTABLISHMENT

Office of the Inspector, 5th L. H. Dist.,
Baltimore, Md.
October 8, 1908.
(Date)

The Light-House Board,
Washington, D. C.

Sirs: I have the honor to recommend the (1) reappointment
(Probationary appointment, transfer, promotion, etc.)
of (2) Leonard H. Staubly 40 Exc of (3) Maryland
(Name of person—letter for letter—as reported to Board) (State of legal residence)
from (4) First Assistant Keeper
(Official title of present position, as Keeper, First Assistant Keeper, etc.)
at (5) Cape Charles Light-Station, Va.,
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
at (6) $500. per an. to (7) First Assistant Keeper
(Salary now paid) (Official title of position, as Keeper, First Assistant Keeper, etc.)
at (8) Cape Charles Light-Station, Va., at
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
(9) $42.50 month, effective beginning (10) July 1, 1908 (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)~~
(State name of *last* person holding position)
~~who (12)~~ on ~~(13)~~
(Died, transferred, resigned, dismissed, etc.) (Last day of service)
~~Mr. (14) stands No. (15) in list of eligibles,~~
~~class (16), with an average of (17) per cent, and~~
~~was considered with (18)~~ This increase is recommended in accordance with the Board's letter of July 15, 1908.

(19) letters of declination of herewith.

Respectfully,
Robt. D. Russell
Commander, U.S.N., L. H. Inspector.

Dept's approval dated June 25, 08. Report of Examination Board

10-13-08

Department of Commerce and Labor
LIGHT-HOUSE BOARD

October 12, 1908.

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

Lt. Colonel, Corps of Engineers, U. S. A.,
Engineer Secretary

NOTE.—This form should be sent to the Light-House Board in duplicate. Letters of declination, if any, should be sent with this letter

This letter is returned for correction of items Nos.

11—2314

CARDED.

PERSONAL INFORMATION SHEET

NOTE.—This sheet is to be used only in cases of persons transferred to the Department of Commerce and Labor, by operation of law, July 1, 1903.

Department of Commerce and Labor

OFFICE OF THE SECRETARY

Washington

May 15, 1904.

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

For the purpose of enabling the Department to obtain a complete record of its officers and employees, you are hereby requested to furnish the information called for in Part II of this form, relative to each appointee or employee, now in the service, who was serving in your Bureau June 30, 1903, and was transferred to the Department of Commerce and Labor July 1, 1903, pursuant to the acts of Congress approved February 14, 1903, and March 3, 1903, and to have every such person answer each of the questions in Part I of this form and sign the same. Officers in charge, subordinate to heads of Bureaus, are expected to review this sheet, after it has been executed, to see that all questions have been answered, and, after doing so, to forward it immediately to the head of the Bureau for transmission to the Department.

Geo. B. Cortelyou

Secretary.

PART I.

(Blanks in Part I are to be filled 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 is to 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.)

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 Leonard Henry Stanbly

2. How do you write your name on the pay roll? Leonard H. Stanbly

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

Sams Creek (City or town.) Maryland (State or Territory.) Somerset (County.) 1st (Congressional district.)

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

5. Where were you born? Martinsburg, West Virginia

6. When were you born? February (Month.) 7th (Day.) 1867 (Year.)

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

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

Name.	Relationship.	Department.	Bureau or Service.	Position.
Anthony M. Stanley	Brother			Mail Carrier
Gary E. Porter	Brother in Law	Commerce & Labor	L.H.E.	Assistant Keeper

9. How long were you in the civil service of the United States Government prior to July 1, 1903?

3 years 1 month 5 days

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: "Appointed before position was classified;" or, "By reinstatement;" or, "By transfer from ————," stating Department, Bureau or Service, position, and salary, if known.)

Through Light House Board
Made application about 15th December 1899

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

Malarial Poisoning.

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

Regiment and company, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
Co. E. 13th Infantry	Aug 16th 1895	24th Oct 1898	Expiration of term of Service
Co. E. 13th Infty.	Oct 27th 1898	April 15th 1899	Authority contained in telegram from A.G.O. dated April 11th 1899

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

Regiment and company, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
Co H. 8th Infantry	July 28th 1890	July 27th 1890	Expiration of term of service

14. 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 for the Government indicated in your answers to questions 9, 12, and 13.)

Baker

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

Public school

16. What special qualifications have you—professional, technical, mechanical, etc.? (Examples: Qualified as "Lawyer," or "Civil Engineer," or "Draftsman," or "Carpenter.")

As Baker

11—1433

17. What, if any, civil service examinations have you passed? (State name and date of each, as near as you recollect.)

None Pt. II, 9

17. What, if any, civil service examinations have you passed? (State name and date of each, as near as you recollect.)

None Pt. II, 9

18. 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

19. State the date upon which the above blanks were filled. May 25th, 1904

Witness: (Signature) Leonard H. Scantlin

In case signature is by mark.

P. O. Address: Sharps Island
City or town.

Number and street.

Maryland
State or Territory.

Reviewed, approved, and forwarded JUL 6 1904, 190

(Signature) H. W. Lee

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

PART II.

(Blanks in Part II are to be filled 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 above questions was employed July 1, 1903.

Lt.Ho.Establishment. (Bureau or Service.) Great Shoals Lt.Ho.Md. (Place (city, town, or station).) Fifth. (District.)

2. What position did he hold July 1, 1903? Assistant keeper.

3. On what date was he appointed to this position? May 25,1900.

4. How long had he served in the Bureau or Service in which he was employed July 1, 1903?

Three years, one month, six days.

5. What was his salary July 1, 1903? $420. per annum.

6. From what appropriation was he paid July 1, 1903?

Salaries of Keepers of Lighthouses,1904.

7. Was the position he held July 1, 1903, excepted, competitive, or unclassified under the civil service rules?

Competitive.

11—1433

8. If the position was classified, state the date of classification. May 6, 1896.

9. If the appointee or employee was appointed through examination, state the kind of examination. If not so appointed, state how he entered the position. (Examples: "Appointed before position was classified;" or, "By reinstatement;" or, "By transfer from ————," stating Department, Bureau or Service, position, and salary, if known.)

Non-educational.

10. Is the appointee or employee required to give bond? No.

(Signature) H W Lea

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

Date: JUL 6 1904, 190

11—1433

Department of Commerce and Labor.
TREASURY DEPARTMENT,
LIGHT-HOUSE ESTABLISHMENT.
Form 111.—Ed. 6 19 1901 1,500.

7714

OFFICE OF DISBURSING CLERK
RECEIVED
SEP 14 1904
DEPARTMENT OF
COMMERCE AND LABOR

OATH OF OFFICE.

PRESCRIBED BY SECTION 1757, REVISED STATUTES.

OFFICE OF THE CHIEF CLERK
RECEIVED
SEP 14 1904
DEPT OF COMMERCE AND LABOR

I, Leonard H. Staubly do solemnly 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.

Leonard H. Staubly

Sworn to and subscribed before me, this 2nd day of September A. D. 1904

Cod Sept 2, '04

W. H. Glennon
Notary Public.
COMMISSION EXPIRES
November 23rd, 1904.

By the Laws of Va., no Tax is required upon the Seal in this instrument.

NAME OF OFFICE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
1st Asst Keeper	Cape Charles Va	D. C.	District of Columbia

This Oath should be taken before a Justice of the Peace, Notary Public, a Judge, a 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. *The oath should be taken on or after the date of the appointment.*

OFFICE OF THE CHIEF CLERK
FORWARDED
SEP 14 1904
TO DISBURSING CLERK
DEPT OF COMMERCE AND LABOR

CARDED.

DIVISION OF APPOINTMENTS
RECEIVED
SEP 15 1904
DEPT OF COMMERCE AND LABOR

KEYED.

GENERAL APPOINTMENT--ABSOLUTE DATE

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

7714

August 16, 1904.

Mr. Leonard H. Staubly, of West Virginia, is hereby appointed First Assistant Keeper at Cape Charles Light-Station, Virginia, in the Light-House Service, at a salary of Five Hundred dollars per annum, this appointment to take effect August 16, 1904, vice Mr. George E. Ames, resigned.

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

(By promotion and transfer from Assistant Keeper at Cherrystone Light-Station, Virginia, at $435 per annum.)

Chas. H. Keep
Asst. Secretary.

DIVISION OF APPOINTMENTS
REPORTED
AUG 23 1904
TO DISBURSING CLERK
DEPT OF COMMERCE AND LABOR

Acting Secretary.

Date of oath: _____, 190

11—1899

DIVISION OF APPOINTMENTS
REPORTED
AUG 23 1904
TO DISBURSING CLERK
DEPT OF COMMERCE AND LABOR

CARDED.

The Light-House Board.

Department of Commerce and Labor

LIGHT-HOUSE BOARD

BED
File No. 7714.

Washington
15 August, 1904.

OFFICE OF THE CHIEF CLERK
RECEIVED
AUG 16 1904
DEPT OF COMMERCE AND LABOR

DIVISION OF APPOINTMENTS
RECEIVED
AUG 16 1904
DEPT OF COMMERCE AND LABOR

The Honorable,

The Secretary of Commerce and Labor.

Sir:

The Board has the honor to ask the transfer and appointment of Mr. Leonard H. Staubly from the position of Assistant Keeper at Cherrystone, Va., Light-Station, with pay at the rate of $435. a year, to that of First Assistant Keeper at Cape Charles, Va., Light-Station, to date from 16 August, '04, with pay at the rate of $500. a year, in the place of Mr. George E. Ames, who resigned 15 August,'04.

Respectfully,

Lieut.Col., Corps of Engineers,U.S.A.,
Engineer Secretary.

APPROVED
AUG 16 1904
Lawrence O. Murray
ASSISTANT Secretary

DIVISION OF APPOINTMENTS
APPOINTMENT WRITTEN
AUG 22 1904
DEPT OF COMMERCE AND LABOR

Department of Commerce and Labor.
TREASURY DEPARTMENT,
LIGHT-HOUSE ESTABLISHMENT.
Form 111.—Ed. 6 19 1901 1,500.

Carded in the Disbursing Office.

OFFICE OF DISBURSING CLERK RECEIVED AUG 13 1904 DEPARTMENT OF COMMERCE AND LABOR

OATH OF OFFICE.

PRESCRIBED BY SECTION 1757, REVISED STATUTES.

OFFICE OF THE CHIEF CLERK RECEIVED AUG 12 1904 DEPT OF COMMERCE AND LABOR

DIVISION OF APPOINTMENTS RECEIVED AUG 20 1904 DEPT OF COMMERCE AND LABOR

I, Leonard H. Staubly do solemnly 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.

Leonard H. Staubly

Eod. July 15, 04

Sworn to and subscribed before me, this 27th day of July A. D. 1904

W. H. Stevinson

Notary Public.

COMMISSION EXPIRES November 23rd, 1904.

By the Laws of Va. no Tax is required upon the Seal in this case.

NAME OF OFFICE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
Assistant-Keeper	Cherrystone, Va	West Virginia	Dist. of Columbia

This Oath should be taken before a Justice of the Peace, Notary Public, a Judge, a 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. *The oath should be taken on or after the date of the appointment.*

CARDED.

OFFICE OF THE CHIEF CLERK FORWARDED AUG 12 1904 TO DISBURSING CLERK DEPT OF COMMERCE AND LABOR

KEYED.

GENERAL APPOINTMENT

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

7714

July 15, 1904.

Mr. Leonard H. Stubbly, of West Virginia, is hereby appointed

Assistant Keeper at Cherrystone Light-Station, Virginia,

in the Light-House Service,

at a salary of Four Hundred and Thirty-five dollars per annum,

this appointment to take effect July 15, 1904, or as

soon thereafter as oath of office is taken. vice Mr. Gary E. Powell.

(By transfer from Assistant Keeper at Great Shoals Light-Station, Maryland,

at $420 per annum.)

DIVISION OF APPOINTMENTS
REPORTED
JUL 23 1904
TO DISBURSING CLERK
DEP'T OF COMMERCE AND LABOR

F. C. Ill

Secretary.

Change reported to Civil Service Commission.

Date of oath: _____, 190

The Light-House Board.

CARDED.

W-C

July 11, '04.

GENERAL APPOINTMENT

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

7714

July 15, 1904.

Mr. Leonard H. Staubly, of West Virginia, is hereby appointed Assistant Keeper at Cherrystone Light-Station, Virginia, in the Light-House Service, at a salary of Four Hundred and Twenty dollars per annum, this appointment to take effect July 15, 1904, or as soon thereafter as oath of office is taken. vice Mr. Gary E. Powell. (By transfer from Assistant Keeper at Great Shoals Light-Station, Maryland, at $420 per annum.)

DIVISION OF APPOINTMENTS
REPORTED
JUL 2 0 1904
TO DISBURSING CLERK
DEPT OF COMMERCE AND LABOR

F. H. Metcalf
Secretary.

Date of oath: _____, 190

11-1193

CARDED.

The Light-House Board.

W-G

Department of Commerce and Labor

LIGHT-HOUSE BOARD

BED
File No. 7714.

Washington
11 July, 1904.

OFFICE OF THE CHIEF CLERK
RECEIVED
JUL 12 1904
DEPT OF COMMERCE AND LABOR

RECEIVED
JUL 14 1904
DEPT OF COMMERCE AND LABOR

The Honorable,

The Secretary of Commerce and Labor.

Sir:

The Board has the honor to ask the transfer of Mr. Leonard H. Staubly from the position of Assistant Keeper at Great Shoals, Md., Light-Station, to that of Assistant Keeper at Cherrystone, Va., Light-Station, to date from 15 July, '04, with pay at the rate of ~~$420.00~~ $435. a year, in the place of Mr. Gary E. Powell, whose transfer has been recommended. July 15

Respectfully,

APPROVED
JUL 12 1904

C. F. Hatcheir
Captain, U. S. N.,
Naval Secretary.

Secretary

F.H.H.

OFFICE OF THE CHIEF CLERK
FORWARDED
JUL 12 1904
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR

APPOINTMENT WRITTEN
JUL 18 1904
DEPT OF COMMERCE AND LABOR

KEYED.

LIGHT-HOUSE BOARD.
Form 111.—Ed. 4 26 99 1,000.

OATH OF OFFICE.

PRESCRIBED BY SECTION 1757, REVISED STATUTES.

I, Leonard H Staubly

do solemnly 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.

Leonard H. Staubly

Sworn and subscribed before me, this 6th day of June A. D. 1900

A. R. Marsh

J. P.

NAME OF OFFICE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
Assistant Keeper	Great Shoals Light Station, N.C.	W. Va	W. Va

This Oath should be taken before a Justice of the Peace, Notary Public, a Judge, a 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. The oath should be taken on or after the date of the appointment.

LIGHT-HOUSE BOARD.
Form 111.—Ed. 4 26 99 1,000.

OATH OF OFFICE.

PRESCRIBED BY SECTION 1757, REVISED STATUTES.

I, Leonard H. Staubly

do solemnly 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.

Leonard H. Staubly

Sworn and subscribed before me, this 22d day of May A. D. 1900

John H. O'Donnell
Justice of the Peace

NAME OF OFFICE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
Assistant Keeper	Gral. Shoals Light Station,	N.Y.	N.Y.

This Oath should be taken before a Justice of the Peace, Notary Public, a Judge, a 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. The oath should be taken on or after the date of the appointment.

B.

All communications should be addressed to "The Light-House Board."

TREASURY DEPARTMENT

OFFICE OF THE LIGHT-HOUSE BOARD

Washington, May 24, 1900.

One Enclosure.

The Honorable,

The Secretary of the Treasury.

Sir:

The Inspector of the 5th Light-House District has, by letter of 21 May, 1900, returned the appointment of Mr. Leonard H. Strauby as Assistant Keeper of Great Shoals, Md., light-station, with the request that the name be changed to read Staubly, stating that through some inadvertence in copying his name it was entered on the eligible list as Strauby.

The Board therefore has the honor to enclose the appointment in question and to ask that the correction indicated be made.

Respectfully,

Thomas Perry

Captain, U. S. N.,

Naval Secretary.

R

A.H.R.

TREASURY DEPARTMENT

OFFICE OF THE LIGHT-HOUSE BOARD

All communications should be addressed to "The Light-House Board.

Washington, 21 November, 1900.

The Honorable,

The Secretary of the Treasury.

Sir:

The Board has the honor to ask that Mr. Leonard H. Staubly, Assistant Keeper of the Great Shoals, Md., Light-Station, be given a full appointment, to date from 22 November 1900, with pay at the rate of $420. a year.

The probationary appointment of Mr. Staubly expires on 21 November 1900, and the Inspector of the District recommends that he receive a full appointment.

Respectfully,

Horace Perry

Captain, U. S. N.,

Naval Secretary.

W. & B.

W.

TREASURY DEPARTMENT

OFFICE OF THE LIGHT-HOUSE BOARD

All communications should be addressed to "The Light-House Board."

Washington, 11 May, 1900.

The Honorable,

The Secretary of the Treasury.

Sir:

The Board has the honor to ask the probationary appointment of Mr. Leonard H. Strauby to be Assistant Keeper of Great Shoals, Md., light-station, with pay at the rate of $420. a year, in the place of Mr. Daniel A. White, transferred.

Mr. Strauby has passed the required Civil Service examination and attained a rating of 88 per cent.

Respectfully,

Captain, U. S. N.,

Naval Secretary.

W.A.G.

R

Strauby

STAUBLY, LEONARD H.

STAUBLY, LEONARD H.

Form 73 ESH

ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF APPOINTEE

Department of Commerce and Labor

LIGHTHOUSE SERVICE

BUREAU OF LIGHT-HOUSES
MAR 9 1912
DEPT. OF COMMERCE AND LABOR.

OFFICE OF LIGHTHOUSE INSPECTOR, Fifth DISTRICT,

Baltimore, Md. March 8th, 1912

THE COMMISSIONER OF LIGHTHOUSES:

The following recommendation is submitted:

Action proposed, Transfer and promotion

Name, Leonard H. Staubly — Legal residence, Maryland

Position, Keeper — Salary, $552. per annum

Location, Blakistone Island Light, Md.

Effective on the actual date of entrance on duty.

Former position, 1st Assistant keeper — Former salary, $42.50 per month

Location, Cape Charles Light, Va.

Rank in list of eligibles, — Rating, — Percentage,

Other eligibles considered,

Letters of declination inclosed,

Previous incumbent, Wm. M. Freeman Jr. — Services terminated,

Reason, Temporary appointment

Remarks: To be paid from appropriation for Salaries of Keepers of Lighthouses.

H. C. Saunders

Commander, U.S.N., Retired,
Lighthouse Inspector.

Department of Commerce and Labor

HRW

BUREAU OF LIGHTHOUSES

WASHINGTON March 9, 1912.

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

11—2314

Conover

Acting Commissioner.

HRW

GENERAL APPOINTMENT

Department of Commerce and Labor

OFFICE OF THE CHIEF CLERK

Washington

March 11, 1912.

Mr. Leonard H. Staubly,

Through the Commissioner of Lighthouses.

Sir:

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

Keeper

in the Lighthouse Service

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

effective beginning March 11, 1912, or as soon thereafter

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

(By transfer from first assistant keeper at $42.50 per month.)

By direction of the Secretary:

Respectfully,

(Signed) ROBT. M. PINDELL, JR.

Chief Clerk.

Cx
D

Appropriation: Salaries, Keepers of Lighthouses.

Vice: William M. Freeman, Jr.

Legal Residence: Maryland.

11—3692

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF INSPECTOR, 5TH DISTRICT
BALTIMORE, MD.

BUREAU OF LIGHTHOUSES
RECEIVED
Oct 8 1914
DEPT. OF COMMERCE

LIGHT
OCT 5 1914
HOUSES

LIGHT
OCT 8 1914
HOUSES

Hydrog.
Engr. Cons.
Mar. Engr.
Personnel
Accounts.
Contracts
Chf. Clk.
Dep. Commr.
Commr.

Dept rec Comment Reports

REOM.

Blakistone Isld. L.S., Md.

Letter from Keeper Staubly, Oct. 1, 1914, reporting assistance rendered disabled sloop VOLUNTEER.

Oct. 3, 1914

Noted. DCK.

Referred to the Commissioner of Lighthouses for his information.

It is recommended that Keeper Staubly be commended for his action in this matter.

Inspector.

	INSPECTOR	✓
✓	CHIEF CLK.	
	SUPT.	
	1st A. SUPT.	
	2nd A. SUPT.	
	3rd A. SUPT.	
	LAMPIST	
	ACCOUNTS	
	HYDROG.	
	ORDERING	
	PERSONEL	
	COST KPG.	
	CALL FILE	
	ANSD.-WRTN	
	FILE	

Blakistone Isld. Md.
(Station, Depot, or Vessel.)

Oct 1"

LIGHT
OCT 8 1914
1914

Light House Inspector
Baltimore Md.

Dear Sir

I beg leave to inform you.
Sept 7th. assistance rendered, Capt Snow, in pumping out Sloop Volunteer, leaking and in sinking condition.
Bound from Lower Machodoc Va to Washington D.C, loaded with oysters.

Respectfully
L.H. Stanbly
Keeper.

OCT - 8 191

Sir:

Referring to report of assistance rendered by you on September 7, 1914, to the sloop Volunteer which was leaking and in a sinking condition, you are commended for the assistance rendered on that occasion, which fact will be noted on the records as part of your official history.

Respectfully,

WILLIAM C. REDFIELD
Secretary.

Mr. Leonard H. Staubly, Keeper,
Blakistone Island Light Station, Md.,
Through Commissioner of Lighthouses.

LIGHTHOUSES---Bureau's files.

WILLIAM C. REDFIELD

Exact copy as signed by _____

Mailed _____ by _____

Bureau of Lighthouses, Washington

OCT 9 1914

To Lighthouse Inspector Baltimore, Md.

for files of his office. By direction of the Commissioner: See your report of Oct. 9, 1914.

TSC

Chief Clerk.

Aug. 18, 1914, 5th Inspr. reports efficiency stars have been awarded to the following stations for fiscal year ending June 30, 1914:

* * *

A. P. Hurst	Deep Water Shoals, Va.
Patrick Reedy	Ragged Point, Md.
L. H. Staubly	Blakistone Island, Md.
E. H. Riggs	Cape Henry, Va.
Peter G. Gallop	Croatan, N.C.
C. W. Pugh	Roanoke Marshes, N.C.
Wesley Austin	Ocracoke, N.C.
W. B. Clifton	Roanoke River, N.C.
etc.	

File 1636.

Department of Commerce and Labor

LIGHT HOUSE BOARD
JUN 8 1909
NO.

EFFICIENCY REPORT

(Read the instructions on the reverse side of this Form before attempting to fill it out.)

1. Bureau Light-House Service
2. Where employed Cape Charles Light-Station, Va.
3. Name Leonard H. Staubly
4. Where born Virginia.
5. Age 42
6. Position First Assistant Keeper
7. Compensation $42.50 month
When appointed (a) May 25, 1900.
9. How appointed (b) Through Civil Service Examination.
10. Appointed from
State Maryland
Congressional District First
County Somerset
11. Status under Civil Service Rules (c) Classified Competitive
12. Is the employee an honorably discharged soldier or sailor? Yes
13. Other Government service 8th and 13th U. S. Infantry, 8 years and 8 months. (Spanish War.)
14. Duties (describe fully) Assists in care and maintenance of station.
15. Efficiency
Quantity of work (d) 10 tenths.
Quality of work (e) Good
Interest manifested in work (f) Yes
16. Is this employee fully earning the salary he is now receiving? Yes
17. Remarks (g)

Rob't D. Russell
Head of Bureau or Office.

CAPTAIN, U. S. N.
NAVAL SECRETARY

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

June 5, 1909.

11—3005

READ THE INSTRUCTIONS ON PAGE 3

Department of Commerce and Labor

EFFICIENCY REPORT

MAY 13 1911

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

1. Name Leonard H. Staubly 2. Age 44 (Last birthday.)

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

5. Compensation $42.50 per mo. Where employed Cape Charles Light, Va.

7. When appointed (*a*) May 25, 1900 8. How appointed (*b*) Through Civil Service examination.

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

10. Is the employee an honorably discharged soldier or sailor? Yes.

11. Does the employee receive a pension? Yes. If so, state the amount $6. per month.

12. Other Government service 8th and 13th U.S. Infantry, 8 years and 8 months. Spanish War.

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

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

15. Efficiency (*d*):

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

11—4259

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

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

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

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

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

20. Remarks: (*e*)

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

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

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

Chief of Bureau or Office.

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Hydrog.
Engr. Corps
Mar. Engr.
Personnel
Accounts.
Contracts
Chf. Clk.
Dep. Comnr.
Comnr.

LIGHT
JAN 3 1918
HOUSES

OFFICE OF INSPECTOR, 5TH DISTRICT
BALTIMORE, MD.

Jan. 2, 1918

REC'D.
Inclosures.

Commissioner of Lighthouses, Washington, D.C.

Subject: Application for leave without pay, L.H.Staubly.

There is attached in duplicate the application for leave without pay of Leonard H. Staubly, keeper, Blakistone Island L.S., Md., which it is recommended be granted in accordance with the terms of Bureau Circular Letter No. 317 of April 28, 1917, as Mr. Staubly has enlisted in the U.S. Army and his first temporary station will be Columbus Barracks, Ohio. Suitable recommendation for filling the temporary vacancy caused by this keeper's enlistment forwarded to Bureau in today's mail.

H. D. King

Lighthouse Inspector.

McC-T

Bureau of Lighthouses,
Jan. 10, 1918.

Submitted to Secretary of Commerce recommending that the services of Staubly should be discontinued without prejudice, effective at the close of December 31, 1917.

LIGHT
JAN 3 1918
HOUSES

LEAVE OF ABSENCE
(ANNUAL, MILITARY, WITHOUT PAY, ACCRUED)

DEPARTMENT OF COMMERCE

Lighthouse Service, 5 Dist.
(Bureau or office)

Baltimore, Md., Dec. 31, , 1917

I respectfully apply for

365 days of leave without pay

~~leave~~ from Jan. 1, 1918 to

Dec. 31, inclusive, 1918.
in accordance with last par., Circular letter No. 317 of April 28, 1917.

(Signature of applicant)
L. H. Stanley

PREVIOUS ABSENCE THIS YEAR. (Signature of applicant)

Keeper Blackistone Is.

	DAYS	HOURS	MINUTES
Annual	13	10	
Sick	0		
Without pay	0		
Military	0		

RECOM

Time Clerk.

APPROVED:

By direction of the Secretary.

(Administrative officer in charge)

(Chief Clerk and Superintendent)

11—1260

LIGHT
JAN 14 1918
HOUSES

January 14, 1918.

Sir:

In view of the fact that you have entered the military service, the Department, upon recommendation of the Commissioner of Lighthouses, has discontinued, without prejudice, your services as keeper of Blakistone Island Light Station, Maryland, at $552 per annum, in the Lighthouse Service, effective at the close of December 31, 1917.

By direction of the Secretary:

Respectfully,

(Signed) Clifford Hastings.

Chief of Appointment Division.

Mr. Leonard H. Staubly,
Through the Commissioner of Lighthouses.

C
N

5 Insp.

McC.
1 inclosure.
Longevity
pay.

January 22, 1919.

Secretary of Commerce:

1. Referring to inclosed nomination dated January 9, 1919, for the reinstatement of Leonard H. Staubly as keeper, Blackistone Island Light Station, Md.

2. The Department is advised that it has been the policy of the Bureau to recommend for longevity pay only keepers who have served five years continuously immediately preceding the date of effect of such pay. The Bureau however recommends in cases where keepers left the Service to join the military service and are later reinstated at expiration of such service, that they be allowed longevity pay upon the basis of length of continuous service in the Lighthouse Service immediately preceding entrance in the Army or Navy and following reinstatement in the Lighthouse Service. If the Department approves the above recommendation the Bureau will instruct superintendents accordingly.

McC.
1 inclosure.
Longevity
pay.

LIGHT JAN 27 1919 HOUSES

January 22, 1919.

Secretary of Commerce:

1. Referring to inclosed nomination dated January 9, 1919, for the reinstatement of Leonard H. Stanbly as keeper, Blackistone Island Light Station, Md.

2. The Department is advised that it has been the policy of the Bureau to recommend for longevity pay only keepers who have served five years continuously immediately preceding the date of effect of such pay. The Bureau however recommends in cases where keepers left the Service to join the military service and are later reinstated at expiration of such service, that they be allowed longevity pay upon the basis of length of continuous service in the Lighthouse Service immediately preceding entrance in the Army or Navy and following reinstatement in the Lighthouse Service. If the Department approves the above recommendation the Bureau will instruct superintendents accordingly.

Hydrog.
Engr. (Consd)
Mat. Engr.
Accounts
Contracts
Chf. Clk.
Dep.
Inspr.

Noted and approved:

E. F. Sweet

Acting Secretary.

Respectfully returned to the Commissioner of Lighthouses.

Clifford Harding

Chief of Appointment Division.
Bureau of Lighthouses, Jan. 30, 1919.

D
C

1. Referred to Superintendents of Lighthouses (Except 13, 14 and 15th Districts), for information, guidance, anf files.

2. Be guided accordingly.

Noted Per Consolidation for Pensions Aug 1918

Acting Commissioner.

MAR 19 1920 9 [illegible] AM

ADDRESS ONLY "CIVIL SERVICE COMMISSION" IN YOUR REPLY REFER TO [illegible] AND DATE OF THIS LETTER

LIGHT MAR 19 1920 HOUSES

UNITED STATES CIVIL SERVICE COMMISSION

WASHINGTON, D.C.

Asstg.
Engr. Comr.
Mar. Engr.
[illegible]
Accounts.
Contracts
Chf. Clk.
Dep. Comrs.
Comrs.

March 10, 1920.

The Honorable

The Secretary of Commerce.

Sir:

The Department is respectfully requested to advise whether it wishes any further action taken on its request of January 21, 1919, for the reinstatement of Leonard H. Staubly to the position of keeper in the Lighthouse Service. Neither form 1769, with reference to members of his family, nor evidence of his military record appears to have been received.

By direction of the Commission:

Very respectfully,

Staubly was reinstated, Dept. made commission to that effect April 1, 1919. Information unrequired. (Mr. Lord) states will write Comm. if Bu. need not take any action on this. 3/26/20.

(Signed) Martin A. Morrison.

President.

Respectfully referred to the Commissioner of Lighthouses for attention.

Clifford Harding

Chief of Appointment Division.

M
C

PERSONNEL CLASSIFICATION BOARD FORM NO. 14—FIELD QUESTIONNAIRE
(To be filled out in accordance with the instructions given in P. C. B. Forms Nos. 15 and 16)

Bureau No. Lt. 1178 *Sheet No.* 5(b)-8

Space reserved for the use of the Board

1. Stanbly (Surname) Leonard (Given name) H. (Initial)

2. Department Commerce
3. Bureau Lighthouses
4. Field service Lighthouse Service
5. (a) Field station Biskistone Island Light Station
   (b) Subdivision
   (c) City or town State

6. Pay roll title Light Keeper
7. Customary office title Keeper
8. Present administrative allocation $1320-1620 1600.
9. Present gross rate of pay $ 240.
10. Deduction for allowances $ 1440.
11. Net rate paid in cash $

12. Indicate by an "X" in the proper box or boxes the kind of allowances, if any, received by the employee:
☒ House ☐ Room { ☒ Furnished ☒ Heat ☐ Fuel ☐ Uniform Meals per day: ☐ 1 ☐ 2 ☐ 3
☐ Unfurnished ☐ Light ☐ Laundry ☐ Subsistence or rations in kind

13. Describe any other allowance, privilege, or perquisite of value

14. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, state kind and annual cost

15. (a) Regular hours of work: From Not regular to m. (b) How many hours per week excluding unusual or irregular overtime work?
Summer 66 Winter 66 (c) If not a full time and all-the-year-round position, state number of hours per day;
number of days per { week / month / year } (d) If certain hours of availability for duty, outside of regular working hours, are required, state hours and type of such duty Subject to duty when necessary throughout 24 hours of day

16. (a) Rate of pay for overtime None (b) Amount of overtime pay in last 12 months

17. (a) Does the employee in any way direct or supervise other employees? No (b) If so, in what way? (See Form 16 before answering)
(c) How many?

18. If the employee supervises other persons through immediate contact, give the name and the sheet numbers of such persons. (For such of these as may not be covered by questionnaires, give number and kinds by occupations.) If the employee exercises supervision through section or division heads, give the title of such sections or divisions and the names and sheet numbers of their heads.

19. (a) Is the employee in any way directed, supervised, or instructed, or his work reviewed? Yes (b) If so, in what way? (See Form 16 before answering.)
By semi-annual inspection of station by District Superintendent or his representative and by review of monthly reports and annual property returns.

20. What is the name, official position, and sheet number of the employee's immediate superior? H.D.King, Supt. of Lighthouses, 5(a)1

21. Employee's education: Strike an "X" over the number representing the highest grade or year completed in each type of school:

Elementary								High				Normal				College				Postgraduate or professional				
1	2	3	4	5	6	7	X 8	1	2	X 3	4	1	2	3	4	1	2	3	4	1	2	3	4	(Kind)

Other education (describe): Compared and Copied by L.H.Stanbly

22. What length and kind of experience or other training did the employee possess upon original entrance into this position which was most qualifying or pertinent?
U.S.Army, Over 4 months.
Compared and Copied by L.H.Stanbly

10—1856

23. TO THE EMPLOYEE: Describe in detail the work you do. Put each distinct duty, task, or process in a separate paragraph. Explain first those that require most of your time. Explain occasional duties last. In the column at the left opposite each paragraph enter the approximate percentage of your time devoted to the work described in that paragraph. DO NOT ATTEMPT TO COMPOSE THIS STATEMENT WITHOUT FOLLOWING THE INSTRUCTIONS OF P. C. B. FORM NO. 15.

Percentage of working time	
50%	Blackstone Island Light Station, Isolated, 2 miles to P.O. & Store. Light in operation, sunset to sunrise, with same several times each night, supine, clean and fill lamps, all made ready for lighting again at sunset. Responsible for and condition of Station and supplies, dwelling, stores, fog bell tower, and buildings and fence, calls for painting, whitewashing and minor repairs when needed, housecleaning, polishing lens, lamps & grounds, care to be kept in order and grass cut.
50%	Journal and log signal record kept; reports, returns and requisitions sent in at proper time. Always on the alert as to weather conditions & duration of same, day or night.
	Keeper of Station, no specified time for these various duties, to keep station in good condition. Calls for more or less work each day; idle moments spent at station as part of 24 hours daily.

24. I hereby certify that the foregoing was composed by me after reading P. C. B. Form No. 15, and that it is a true statement of my duties.

L. H. Stanley
(Signature of Employee)

25. TO THE PREPARING OFFICER: Write your own description of the employee's work. If in describing the work of the position you would cover the same subject matter and use the same language and expressions, indicate your concurrence in the employee's statement and utilize the rest of the space below by giving further and broader information regarding the position, such as the kind and degree of responsibility involved, the ultimate purpose of the work, its place in your organization, its working conditions, etc. If more space is needed, attach a separate sheet. See instructions in Form No. 16.

Employee has described work very well except for subdivision estimated as follows:

%	
50	Tending light and fog bell
20	Painting and minor repairs
15	Cleaning and adjusting apparatus
10	Cleaning buildings and care of grounds
5	Keeping records.

Station comprises a large brick dwelling house(3 stories) surmounted by lighthouse tower. Illuminant is wick lamp in 3rdgmal lens. Fog bell operated by clockwork is in

26. How long have the employee's duties been substantially as described above? [illegible] 1918

27. I hereby certify that to the best of my knowledge and belief the statements made by me on both sides of this sheet are accurate and complete.

Sept. 21, 1928 (Date) — H. D. King (Signature of Preparing Officer) — Supt. of Lighthouses. (Title)

28. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief, the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $1320. to $1620.

Sept. 21, 1928 (Date) — H. D. King (Signature of head of field office or station) — Supt. of Lighthouses.

29. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ——— In my judgment the compensation of this position should be in a range from $1320 to $1620

SEP 25 1928, 1928 (Date) — H. B. BOWERMAN (Signature of head of bureau or his representative) — Acting Commissioner of Lighthouses. (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1928

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)

LIGHTHOUSES
1932 FEB - 3 - AM 9:08

Date January 22, 1932.

Superintendent of Lighthouses,

Fifth District

Baltimore, Md.
(City)

SUPT. OF LIGHTHOUSES JAN 27 1932 BALTIMORE MD.

I hereby apply for retirement from active duty in the Lighthouse Service effective March 1, 1932., on the basis of service shown hereon.

Leonard K. Staubly
(Name)

Keeper.
(Designation)

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

City Baltimore, Md. *Date* January 23, 1932.

Submitted to Commissioner of Lighthouses, Washington, D. C., recommending retirement at $ 1082.95 per annum, effective at the close of February 29, 1932.

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.

L. M. HOPKINS
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES, *Washington, D. C.*, February 4, 1932.

Submitted to the Secretary of Commerce, recommending approval., effective beginning Mar. 1.

WPH
Acting *Commissioner of Lighthouses.*

FOR USE OF DEPARTMENT

11—10551

Supt.
Asst. Supt.
Chief Clk.
Asso. Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Ordering
Personnel
Dept Kpg.
Prop. Clk.
Stenog.
Messenger
File

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 Leonard H. Staubly Date of birth February 2, 1867

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	July	23	1890	July	22	1895	
~~Navy~~ Army	Aug.	16	1895	Oct.	24	1898	
~~Marine Corps~~ Army	Oct.	27	1898	Apr.	15	1899	
~~Civilian employment~~ Army	Jan.	2	1918	Jan.	9	1919	
L.H.S.: Asst. Kpr.	June	1	1900	Sept.	1	1904	
1st Asst. Kpr.	Sept.	2	1904	Mar.	20	1912	
Keeper	Mar.	21	1912	Dec.	31	1917	
"	Jan.	25	1919	Feb.	29	1932	
Total service	40 years, 4 months, 11 days.						

Does applicant receive or has he applied for a pension from the Government under any law? Yes. If so, give number of pension certificate or of claim: Cert. No 1018,666

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		
Keeper	March	1	1927	June	30	1928	$1380.	$1840. ✓
"	July	1	1928	July	2	1930	1440.	2888. ✓
"	July	3	1930	Feb.	29	1932	1500.	2491.67 ✓

Total compensation for last five years of active service $7219.67 ✓

Average compensation for last five years of active service $1443.93 ✓

Annual rate of retired pay ($ 1453.93 × years 30 ÷ 40) = $1082.95 ✓

(Not exceeding 30)

U. S. GOVERNMENT PRINTING OFFICE: 1931 11—10551

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

Leonard H. Stanbly
Keeper - 5th Dist

Optional retirement
eff. March 1/32
$1082.95 - Has had
a little over 30 yrs. AHS -
age 65.

Rec'd to Dept

Rec
2/4/32

OK
WPH

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

February 11, 1932.

1932 FEB 27 AM 11:31 LIGHTHOUSES

Mr. Leonard H. Staubly,

Through the Commissioner of Lighthouses.

Sir:

The Department, upon recommendation of the Commissioner of Lighthouses and in accordance with the provisions of Section 6 of the Act of June 20, 1918, has retired you from active duty in the Lighthouse Service (Fifth District), with retired pay at the rate of $1,082.95 per annum, effective beginning March 1, 1932.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER.

Chief of Appointment Division.

E

(PMM)
CG-72

3-2
File
72-gh

7 November, 1946

Mrs. Florence S. Beeson
1960 Biltmore Street, N.W.
Washington, D.C.

My dear Mrs. Beeson:

Headquarters has been advised of the death of your father, Leonard H. Staubly, Keeper, U. S. Coast Guard, Retired, on 18 August, 1946. Please accept my sincere sympathy.

At the time of death there was due the estate of your father final retired pay in the amount of $54.14. This retired pay ceases at death and there is no law providing for the continuance of payment of any part to dependents. The forms necessary to effect settlement of the final pay are herewith inclosed.

If there will be no legal representative to administer the estate, the next of kin or the person who paid, or will pay the funeral expenses should execute the inclosed Forms No. 1055, claim for the final pay, in the presence of two witnesses, taking care to answer all questions as checked by pencil mark. If a representative is appointed a copy of the Court Order showing the appointment should be attached to Forms No. 1055. If the funeral expenses have been paid, a bill receipted by the undertaker who conducted the services should be forwarded. Otherwise the undertaker should sign the inclosed waiver form. This information is necessary to support the claim for the final retired pay.

Veterans' Administration Adjudication Form No. 530 is inclosed in order that application for burial allowance may be made. This form should be executed in the presence of two witnesses.

When the inclosed forms have been completed, they should be returned in the inclosed pre-addressed envelope, which requires no postage.

By direction of the Commandant.

Very truly yours,

U. S. COAST GUARD
MAIL SECTION
MAILED NOV 8 1946

N. W. SPROW
Commander, USCG
Asst. Chief, Military Morale Division

Incls.
1. Forms No. 1055
2. Form No. 530
3. Waiver Envelope (1)

BSJ:gha Return to 2-4

3-20

CIVILIAN PERSONNEL

STAUBLY, Leonard H./ Keeper, Retired, Deceased.
c/o Mrs.Florence S. Beeson
1960 Biltmore St., N.W.
Washington, D. C.

Died: 8-18-46

Retired pay; $90.24

3-2

FILE -75
IKZ

4 September, 1946

Leonard H. Staubly, Kpr., Ret., Deceasdd

18 August, 1946

Gross pay to date of death . . . . . $ 54.14

(Taxable status; no withholding made, 2 exemptions)

Federal Tax withheld and disposed of $_____

Other deductions $_____ $ NONE

Net amount due on death. . . . . $ 54.14

Last paid to and including 31 July, 1946, on D.O. Voucher No. 460 44, settled in the August 1946 account of ~~G. L. Herndon, C.D.A. (NAVY), Symbol No. 55-152~~ E. J. Brennan, CDO, Symbol No. 18,460.

Appropriation to which chargeable: 2071255 Retired Pay, Former Lighthouse Service, Coast Guard, 1947

Application for payment of amount due the deceased (Standard Form 1055) is being furnished next of kin.

Very truly yours,

R. D. FRITZ
~~G. L. HERNDON~~
Lieut. ~~Commander~~, USCG
~~Allotment~~ Disbursing Officer
Authorized Certifying Officer

NOV 1 1946

REB:ghb

2x 3rd. MB

(PMM)
CG-75

13 February, 1947

File
2-2

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

Sirs:

Inclosed is the claim of Mrs. Pearl H. Staubly for the final retired pay due the estate of her husband, Leonard H. Staubly, Keeper, former Light-house Service, now U. S. Coast Guard Retired, who died 18 August, 1946 as the result of natural causes.

This claim in the amount of $54.14 has been examined and is approved for payment. The appropriation to be charged is 2071255 Retired Pay, Former Lighthouse Service, Coast Guard, 1947.

Funeral expenses incurred by the claimant have been paid as per attached receipted bill.

By direction of the Commandant.

Very truly yours,

N. W. SPROW
Commander, U. S. Coast Guard
Ass't. Chief, Military Morale Division

Incl
1. Form No. 2661
2. Form No. 1055
3. Funeral Bill

U. S. COAST GUARD
MAIL SECTION
MAILED FEB 14 1947

mjm.
MJM:erb return to 2-4

(PMM*)
CG-75

13 February, 1947

Mrs. Pearl H. Staubly
1960 Biltmore Street, N.W.
%Mrs. F. Beeson
Washington, D. C.

2ille
3-2

My dear Mrs. Staubly:

Your claim for the final retired pay due the estate of your husband, Leonard H. Staubly, Keeper, former Lighthouse Service, now U. S. Coast Guard Retired, has been approved for payment by this office and forwarded to the General Accounting Office for settlement.

As the Coast Guard has no further jurisdiction in the settlement of this claim it is suggested that in the event of undue delay you contact the Claims Division General Accounting Office, Washington, D. C.

By direction of the Commandant.

Very truly yours,

N. W. SPROW
Commander, U. S. Coast Guard
Ass't. Chief, Military Morale Division

U. S. COAST GUARD
MAIL SECTION
MAILED FEB 14 1947

JM.
JM:erb r turn to 2-4

(COPY)

Rec.
1 inclosure.
Longevity
pay.

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

January 22, 1919.

Secretary of Commerce:

1. Referring to inclosed nomination dated January 9, 1919, for the reinstatement of Leonard H. Stumbly as keeper, Blackstone Island Light Station, Mi.

2. The Department is advised that it has been the policy of the Bureau to recommend for longevity pay only keepers who have served five years continuously immediately preceding the date of effect of such pay. The Bureau however recommends in cases where keepers left the Service to join the military service and are later reinstated at expiration of such service, that they be allowed longevity pay upon the basis of length of continuous service in the Lighthouse Service immediately preceding entrance in the Army or Navy and following reinstatement in the Lighthouse Service. If the Department approves the above recommendation the Bureau will instruct superintendents accordingly.

(Sgd) G. R. Putnam

Noted and approved:

(Signed) E. F. Sweet

Acting Secretary.

G.

Respectfully returned to the Commissioner of Lighthouses.

(Sgd) Clifford Hastings,

D Chief of Appointment Division.
G

Bureau of Lighthouses, January 30, 1919

1. Referred to Superintendents of Lighthouses (Except 13, 14 and 15th districts), for information, guidance, and files.

2. Be guided accordingly.

F. M. Conway

Acting Commissioner