Mrs. Mary J. Succow.

Mrs. Mary J. Succow

STATE FROM WHICH APPOINTED
La.

INACTIVE

Trans. from Treas. Dept. July 1, 1903.

STATUS

DESIGNATION	SALARY	OFFICE, BUREAU, OR DIVISION	DATE APPOINTED
Keeper, Pass Manchac L. Sta., La.	$625 pa.	Light-House	
Resigned - close Aug. 31, 1909.			

INACTIVE

11—1948

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. CARDED.

(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.)

Mrs Mary Jane Succow

2. How do you write your name on the pay roll? Mary J. Succow

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

Pass Manchac (City or town.) Louisiana (State or Territory.) Tangipahoa (County.) Third 6th (Congressional district.)

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

5. Where were you born? New Orleans, La.

6. When were you born? July (Month.) Fourth (Day.) 1840 (Year.)

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

11—1433

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.

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

Appointed Oct 21st 1873

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.)

Appointed before position was classified

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

Have no physical disabilities, wear glass to read or sew.

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.

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.

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.)

Had no occupation

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.")

attended Public School 6th grade

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

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

Have never passed any civil service examination

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.)

W. J. Conrad 926 Howard Ave. N.O. La.

19. State the date upon which the above blanks were filled. June 10th, 1904

Witness:

(Signature) Mary J Succow

In case signature is by mark.

P. O. Address: Akers (Pass Manchac)
City or town.

Number and street.

Louisiana
State or Territory.

Reviewed, approved, and forwarded August 10th, 1904

(Signature) W. W. Kinnear Lieut. U.S.N.

(Official title) Inspector 8th Light-House District.

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.

Light-House (Bureau or Service.) | Pass Manchac Light-Station, La. (Place (city, town, or station).) | Eighth (District.)

2. What position did he hold July 1, 1903? Keeper of Pass Manchac Light-Station, La.

3. On what date was he appointed to this position? Sept. 20th, 1873.

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

Since Sept. 20th, 1873.

5. What was his salary July 1, 1903? $625. per year.

6. From what appropriation was he paid July 1, 1903? Salaries of Keepers of Light-Stations, 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 6th, 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.)

Appointed before position was classified.

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

(Signature) W. M. Rinaker Comdr. U.S.N.

(Official title) Inspector 8th Lt. Ho. Dist.

Date: August 10th, 1904.

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(CROSS REFERENCE - - E F F I C I E N C Y)

At a conference it was decided to take the action outlined in the following cases:

GEO. R. SMITH, File charges with a view to dismissal.
JACOB HANSEN, Same as SMITH.
ALBERT B. MODAWELL, Report efficiency at expiration of prob. period.
FILE WITH — MARY J. SUCCOW, File charges with view to removal. Inquire why she has no required her son to qualify for appointment, in order that he might be appointed in her stead.
EDWARD D. McCREA, Give him 60 days in which to improve. If he fails to improve, file charges with view to dismissal.
ARTHUR BROWNING, No action. (Resigned since efficiency reports were turned in.)
SAMUEL D. HOUNSELL, Give him 60 days in which to improve. If he fails to improve, file charges with a view to dismissal.
PAULUS NILSSON, Same as HOUNSELL.
JOSEPH HARRINGTON, Same as HOUNSELL.

SEE MEMO DATED JULY 13, 1909, IN FILE OF

MISC. 271/4.
ALSO SEE DEPT. LETTER DATED JULY 8, 1909 in same file.

K & 7/13 directs that action be taken as soon as possible — See Misc # 271/4

BTD
10882

DIVISION OF APPOINTMENTS
RECEIVED
JUL 28 1909
DEPT OF COMMERCE AND LABOR

Mrs. Mary J. Succow,
Charges against.

July 27, 1909.

The Inspector of

The 8th Light-House District,

New Orleans, La.

Sir:

1. Referring to the efficiency report given by you for Mrs. Mary J. Succow, keeper of Pass Manchac Light-Station, La., the Boards states that, by direction of the Department, you are instructed to prefer charges against her for inefficiency, with a view to her dismissal from the service. These charges should be presented in the usual manner, she being given a reasonable time within which to reply, and the papers forwarded to this Office with proper recommendation.

2. The Board requests a statement showing why Mrs. Succow has not required her son to qualify for appointment in order that he might be appointed in her stead.

Respectfully,

Lt.Col.,Corps of Engineers,U.S.A.,

Engineer Secretary.

✓

Ltr 8/13/09 directs that action be taken as soon as possible — by Miss, 27/4

File

MEMORANDUM FOR THE ASSISTANT SECRETARY.

In the case of Mrs. Mary J. Succow, Keeper of Pass Manchac Light-Station, Louisiana.

The Eighth Inspector stated, in forwarding her efficiency rating, that she is physically unable to do the work required of her, but that her son, with no Government appointment, cares for the station satisfactorily.

On July 27 charges were filed against Mrs. Succow with a view to her removal; she was also asked why she had not required her son to qualify for appointment in order that he might be appointed in her stead.

By letter of August 5 Mrs. Succow tendered her resignation as keeper of the light, acceptance of which was approved and forwarded by the Board on August 16.

Her son, Hugo A. Succow, has been recommended for the place.

Respectfully,

R L Shelose

Acting Chief of Appointment Division.

Department of Commerce and Labor

August 19-09

APPROVED:

Acting SECRETARY

S-D-Mc.

OFFICE OF
LIGHT HOUSE INSPECTOR,
8th District, New Orleans, La.
Rec'd AUG 7 1909
Ans'd ..... 190 .....
Ack. ..... 190 .....

Pass Manchac Light Station
Akers Post Office La
August 5th 1909

OFFICE OF THE CHIEF CLERK
RECEIVED
AUG 17 1909
DEPT OF COMMERCE AND LABOR.

DIVISION OF APPOINTMENTS
RECEIVED
AUG 17 1909
DEPT OF COMMERCE AND

LIGHT HOUSE BOARD
AUG 14 1909
NO. 10882

Encln

Wm. H. Wm. Hitzel
Commander U. S. N., Retired.
Inspector 8th Light House Dist.
New Orleans, La.

My Dear Sir:-

I have been Keeper of the Pass Manchac light house for over thirty-five years, and my husband was Keeper for several years previous to his death. I am now about seventy years of age and feel, that on account of my age and illness, suffering as I do from rheumatism and malaria, that I should like to be released of the cares and burdens that are incumbent upon me as Keeper. I have worked for the Government faithfully and cansciencously during all of these years, as the reports will show and the Inspectors who visit here all know. The Inspectors also know that my son, Hugo A. Succow, has been my faithfull assistant at all times, and that he takes care of the Light and all Government property placed under my control, He is now about thirty-seven years of age, but ever since he was fifteen he has assisted me, and I may say that for the last ten years he has practically done all of the work.- I hereby tender my resignation as Keeper

OFFICE OF THE CHIEF CLERK
FORWARDED
AUG 17 1909
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR.

of the Light House, at Pass Manchac, and would ask of the Government but one favor and request; that it give the commission as Keeper, which I have held during the past thirty-five year to my son, Hugo A. Succow, who has been such a faithfull assistant to me in all of the work that pretains to the light house.

Yours very respectfully

Mary J. Succow
Keeper

"Ef - see file - not given"

8-17-09

HTB

Office Light House Board,

August 16, 1909.

Respectfully forwarded to the Secretary of Commerce and Labor, approved, to take effect Aug. 31, 1909, *inclusive.*

H. T. Mayo

Captain, U. S. N.,
Naval Secretary

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DIVISION OF APPOINTMENTS
Resignation Accepted
AUG 19 1909
DEPT OF COMMERCE AND LABOR

OFFICE OF
LIGHT HOUSE INSPECTOR,
8th District, New Orleans, La.
Rec'd AUG 7 1909
Ans'd ..... 190....
Ack. ..... 190....

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

10882

August 19, 1909.

Gentlemen:

In accordance with the Board's approval of the 16th instant, the resignation of Mrs. Mary J. Budcow, Keeper of Pass Manchac Light Station, Louisiana, in the Light-House Service with pay at the rate of $625 per annum, is hereby accepted effective at the close of August 31, 1909.

Respectfully,

Acting Secretary.

CHANGE REPORTED
AUG - 1909
C. S. COMMISSION

The Light House Board.

DIVISION OF APPOINTMENTS
REPORTED
AUG 21 1909
TO DISBURSING CLERK
DEPT OF COMMERCE AND LABOR

DISCARDED.

LIGHT HOUSE BOARD
JUN 9 1909
NO.

Department of Commerce and Labor

EFFICIENCY REPORT

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

1. Bureau Light-House Establishment. 2. Where employed Pass Manchac Light-Station, La.
3. Name Mary J. Succow. Mrs 4. Where born Louisiana.
5. Age 68 6. Position Keeper.
7. Compensation $625 pa. 8. When appointed (a) October 22, 1873. (Oath Sept. 20, 1873.)
9. How appointed (b) Prior to Classification.
10. Appointed from — State Louisiana. Congressional District Sixth. County Tangipahoa Parish.
11. Status under Civil Service Rules (c) Classified Competitive. O. R.
12. Is the employee an honorably discharged soldier or sailor? No.
13. Other Government service None.
14. Duties (describe fully) Exhibits 5th-order light; operates bell fog-signal; cares for dwelling and government property; renders necessary reports and returns.
15. Efficiency — Quantity of work (d) ---; Quality of work (e) ---; Interest manifested in work (f) ---
16. Is this employee fully earning the salary he is now receiving? ---
17. Remarks (g) The keeper herself is physically unable to do the work required of her. Her son, with no government appointment, cares for the station satisfactorily.

change work in 1st class quarters

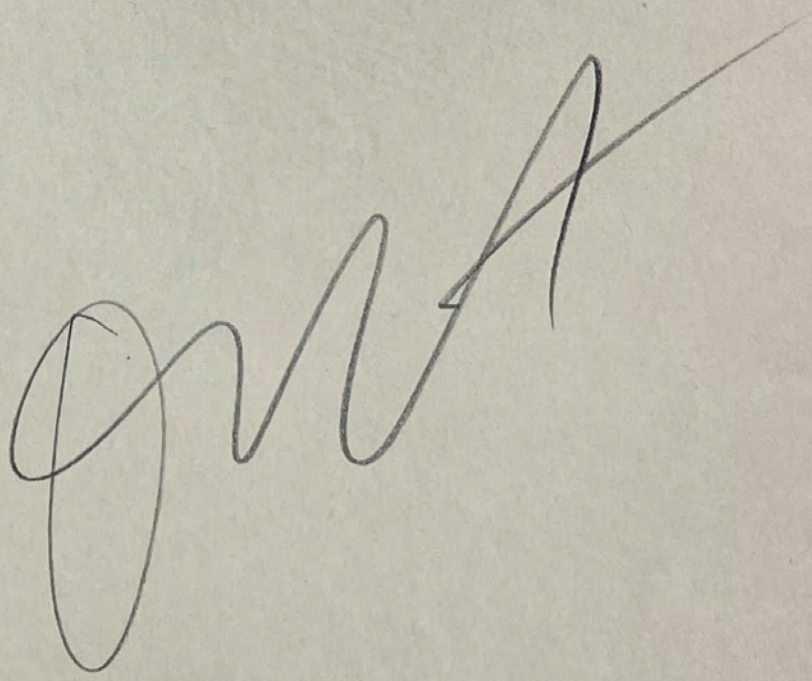
CAPTAIN, U. S. N.
NAVAL SECRETARY

W. M. Mitzie, Comdr., U.S.N., Retd.,
Inspector, 8th L.-H. District, *Head of Bureau or Office.*

June 7, 19 09.

11—3005

SUCCOW MARY J. SUCCOW



LIGHT HOUSE BOARD
JUN 9 1909
NO.

Department of Commerce and Labor

EFFICIENCY REPORT

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

1. Bureau **Light-House Establishment.** 2. Where employed **Pass Manchac Light-Station, La.**
3. Name **Mary J. Succow.** 4. Where born **Louisiana.**
5. Age **68** 6. Position **Keeper.**
7. Compensation **$625 pa.** 8. When appointed (*a*) **October 22, 1873.**
9. How appointed (*b*) **Prior to Classification.** (ath Dept. Nov, 1883,
10. Appointed from — State **Louisiana.**; Congressional District **Sixth.**; County **Tangipahoa Parish.**
11. Status under Civil Service Rules (*c*) **Classified Competitive.**
12. Is the employee an honorably discharged soldier or sailor? **No.**
13. Other Government service **None.**
14. Duties (describe fully) **Exhibits 5th-order light; operates bell fog-signal; cares for dwelling and government property; renders necessary reports and returns.**
15. Efficiency — Quantity of work (*d*) **---**; Quality of work (*e*) **---**; Interest manifested in work (*f*) **---**
16. Is this employee fully earning the salary he is now receiving? **---**
17. Remarks (*g*) **The keeper herself is physically unable to do the work required of her. Her son, with no government appointment, cares for the station satisfactorily.**

W. M. Witzel, **Comdr., U.S.N., Retd.,**
Inspector, 8th L.-H. District, *Head of Bureau or Office.*

June 7, *19* **09.**

11—3005