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

Date: 26 MAY 27 PM 3:48:29
05/29/2026

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
Taylor, Robertson, K.		1894 VA

MILITARY SERVICE

Branch of Service:
- ☐ Air Force
- ☐ Army Air Corps
- ☐ Army Air Force
- ☐ Army
- ☐ Marine Corps
- ☐ Navy
- ☐ Coast Guard
- ☐ Unknown

Type of Rank:
- ☐ Enlisted
- ☐ Officer
- ☐ Unknown

Service Period (Check all that apply):
- ☐ 1939 & Prior
- ☐ 1940 - 1950
- ☐ 1950 & After

Date & Place of Death:

State of Residence (upon entry into service):

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

Researcher Signature: Andrew Burns

CIVILIAN SERVICE

(Agency & Location)		
Lighthouse Service (VA)		
From: 1923	To: 1926	
(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-00075333212

Attendant Signature:

CMRS Search Request Number(s):

Remarks: 26 JUN 16 PM 1:30:41

SCREENING NOTES

- ☒ Reviewed and Nothing Removed
- ☐ Items Removed and User Informed

Hold Requested:
- ☐ Yes
- ☐ No

Total Requests:

Screened Items:

- ☐ Additional charge outs and signatures on reverse side

Time Out:

Final Return:

ROBERTSON K. TAYLOR.

ROBERTSON K. TAYLOR.

LIGHTHOUSES
1926 JUL 7 AM 9 01

Form 93
VRH

NOTICE OF RESIGNATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT,

July 6, , 1926

COMMISSIONER OF LIGHTHOUSES:

Herewith is transmitted the resignation of the following-named employee:

Name, Robertson K. Taylor Position, Assistant Keeper

Legal residence, Virginia Station, Old Plantation Flats L.H., Va.

Salary, $1380. per annum

The acceptance of this resignation is recommended effective at the close of July 17, 1926

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

Remarks: Copy of Mr. Taylor's letter of resignation attached hereto.

Bureau copy

H. D. King

Superintendent of Lighthouses

BUREAU OF LIGHTHOUSES
WASHINGTON JUL 7 1926

Inclosure

Submitted to the Secretary of Commerce,

11—4623

6

RT

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

COPY

LIGHTHOUSES
1926 JUL 7 AM 9 01

FIFTH DISTRICT

Old Plantation Flats L.H.,
(Station, Depot, or Vessel)

July 3, 1926

Superintendent of Lighthouses,
5th Lighthouse District,
Baltimore, Md.

Dear Sir:

I hereby tender my resignation as assistant keeper of Old Plantation Flats Light Station, Cape Charles, Va., to take effect on July 17, 1926.

Very truly yours,

(Signed) Robertson K. Taylor

Assistant Keeper

Robertson H. Taylor.

LEGAL RESIDENCE
Virginia.

STATUS

DESIGNATION	SALARY	BUREAU OR OFFICE	DATE OF EFFECT OF ACTION AUTHORIZED
Keeper Prob 5th Dist Albemarle	720	L.H.	Aug. 28, 1923
" trans Smith Pt. Va	840	"	Nov 1, 1923
" Resig Cay "	1080	"	JUL 1 1924
" trans Old Plantation Flats Va	1020	"	January 4, 1925
" Readjustment of pay Act - Dec. 6, 1924 "	1380	"	FEB 1 1925
RESIGNED CLOSE OF July 17, 1926.			

Form A—16

GOVERNMENT PRINTING OFFICE

CROSS REFERENCE

SEE FILE--464/16/D #1

NAME Taylor, Robertson K. POSITION Keeper

BUREAU BUREAU OF LIGHTHOUSES STATION 5th Dist.

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

BASE PAY	Bonus	Total	Allowances			As Classified for estimate purposes			Recommendations regarding differential from standard rates		
			Items	Value	Aggregate	Service	Grade	Pay	Is differential recommended	Amt. per annum to be Added	Amt. per annum to be Subtracted
720	240	960	XCR	404.25	1364.25	LHS	1	1140			

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

approved $1140

GRADE RECOMMENDED 4

RANGE OF COMPENSATION RECOMMENDED FROM $960 TO $1200

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.) 2—12065

Percentage of total time given to each task

ADDITIONAL KEEPERS ARE EMPLOYED TO SUBSTITUTE FOR OTHER KEEPERS, WHO MAY BE ON LEAVE. WHILE THUS EMPLOYED THEIR DUTIES ARE THE SAME AS THE REGULAR KEEPERS. THEY ARE CHANGED FROM STATION TO STATION AS REQUIREMENTS OF THE SERVICE DEMAND.

DUPLICATE

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

To Accompany Report of ☐ New Appointments ☐ Changes in Duties for August, 1923

Taylor, Robertson R.
(Surname.) (Given name.) (Initial.)

DO NOT WRITE IN THIS SPACE

a		
b		
c		
d		

1. (a) Previous incumbent Position vacant May 25, 1923
2. Department Commerce
3. Bureau Lighthouse
4. Field Service Lighthouse
5. (a) Field Station Fifth Lighthouse District
   (b) Subdivision Any light station in district
   (c) City or town ____ State ____
6. Pay-roll title Additional Light Keeper
7. Customary office title Additional Keeper

8. (a) Number of regular working hours of the position, per day about 15 hours; 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 ____ m. to ____ m.
9. If this is not an all-year-round position, state approximate number of days employed each year ____
   During what months ____
10. If the employee receives compensation from any other branch of the Federal Government, or from any city, county, or State government, state the position held and the compensation ____
11. Present rate of pay, exclusive of bonus $ 720. per annum; bonus, $ 240 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ None per ____; bonus, $ ____ per annum.
13. If the employee receives overtime pay, state the rate ____
14. Title of appropriation or fund from which basic compensation is paid Salaries, Keepers of Lighthouses
15. Indicate by an "X" in the proper box any of the following allowances received, in addition to salary or wages: ☐ Quarters; ☐ 3 meals per day; ☐ 2 meals per day; ☐ 1 meal per day; ☐ Subsistence or rations in kind; ☐ Uniform; ☐ Laundry; ☐ Clothing; ☐ Light; ☐ Heat. If cash allowances are made for any of these items, state which items and the amounts per annum 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.) 2—12965

Percentage of total time given to each task

ADDITIONAL KEEPERS ARE EMPLOYED TO SUBSTITUTE FOR OTHER KEEPERS, WHO MAY BE ON LEAVE. WHILE THUS EMPLOYED THEIR DUTIES ARE THE SAME AS THE REGULAR KEEPERS. THEY ARE CHANGED FROM STATION TO STATION AS REQUIREMENTS OF THE SERVICE DEMAND.

19. Does employee work under immediate supervision, or to a large extent upon his own responsibility? (Describe fully.) Name the employee's *immediate* or closest superior. If not a civilian, give the superior's title or rank.

Additional keepers work under immediate supervision of the Assistant Keeper or Keeper at the station.

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

21. How long have the employee's duties been substantially as described above? August 28, 1923.

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

Sept. 6, 1925, 192 — For and in the absence of the Superintendent F.C.HINGSBURG First Assistant Superintendent
(Date) (Signature of Preparing Officer) (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.

Sept. 6, 1925, 192 — For and in the absence of the Superintendent F. C. Hingsb[illegible] First Asst. Superintendent
(Date) (Signature of head of field office or station) (Title)

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

26. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete, except as follows: (If necessary, attach a sheet.)

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

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

GOVERNMENT PRINTING OFFICE 2—12965

Form A-32

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 7, 1926.

M. Robertson K. Taylor,

Through the Commissioner of Lighthouses.

Sir:

The Department is in receipt of your resignation from the position designated below, and has accepted the same, upon recommendation of the bureau, to take effect at the close of business on July 17, 1926.

Bureau.....Lighthouses.

Position.....Keeper.

Allocation.....

Salary.....$1380 per annum.

Station.....Old Plantation Flats Light House, Virginia.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

CARDED

APPOINTMENT DIVISION ENTERED JUL 12 1926 ON JOURNAL DEPARTMENT OF COMMERCE

F
5

Form 93
VRH

NOTICE OF RESIGNATION ~~OR DEATH~~

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT,

LIGHTHOUSES 1926 JUL 7 AM

DEPARTMENT OF COMMERCE JUL 9 1926 APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE JUL 7 1926 APPOINTMENT DIVISION

July 6, 1926

1926 JUL 7 PM 3 25

COMMISSIONER OF LIGHTHOUSES:

Herewith is transmitted the resignation of the following-named employee:

Name, Robertson K. Taylor Position, (Assistant) Keeper

Legal residence, Virginia Station, Old Plantation Flats L.H., Va.

Salary, $1380. per annum

The acceptance of this resignation is recommended effective at the close of July 17, 1926

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

Remarks: Copy of Mr. Taylor's letter of resignation attached hereto.

APPROVED JUL 12 DEPARTMENT OF COMMERCE

H. D. King
Superintendent of Lighthouses

7-7-26

BUREAU OF LIGHTHOUSES
WASHINGTON JUL 7 1926

Inclosure
Submitted to the Secretary of Commerce,

11—4623

APPROVED:
ACTING ASSISTANT SECRETARY.

J. Bullery
Acting Commissioner of Lighthouses.

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
BALTIMORE, MD.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
JUL 8 1926
BALTIMORE, MD.

FIFTH DISTRICT

Old Plantation Flats Light Sta,
(Station, Depot, or Vessel)

July 3rd, 1926

LIGHTHOUSES
1926 JUL 7 AM 9 01

Supt. of Lighthouses,
5th Lighthouse Distric,
Baltimore, Maryland.

Dear Sir:-

I hereby tender my resignation as assistant keeper of Old Plantation Flats light station, Cape Charles, Va. to take effect on July 17th 1926

Very truly yours
Robertson K. Taylor
Assistant Keeper

Supt.
1 A. Supt.
Chief Cl.
2 A. Supt.
3 A. Supt.
4 A. Supt.
1 Drafts
2 Drafts
Hydrog.
Accounts
Ordering
Personnel
Cost Kps.
File Clk.
Stenog.
Messenger
File

✓ per receipt.
Wm. G. S. Boerum

20-20

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 31, 1925.

Mr. Robertson K. Taylor,

Through the Commissioner of Lighthouses.

Sir:

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

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Acting Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED FEB 5 1925 ON JOURNAL DEPARTMENT OF COMMERCE

Position: Keeper.

Salary: $1380.

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

EK

5th

FEB 5 - 1925

CARDED

(CROSS REFERENCE)

Letter dated February 7, 1925 from the Bureau of Lighthouses reports the effective date of the change during January in the following case as following:

R. A. Taylor 1/4/25

See file of T. Ripley

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

Acting

APPOINTMENT DIVISION ENTERED DEC 31 1924 ON JOURNAL DEPARTMENT OF COMMERCE.

DEC 31 1924

WP
5ch

CARDED

FORM A-21

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

December 18, 1924.

Mr. Robertson K. Taylor,
Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $1080 per annum to $1020 per annum, effective January 4, 1925, or as soon thereafter as you enter on duty.

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

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED DEC 31 1924 ON JOURNAL DEPARTMENT OF COMMERCE

DEC 31 1924

Acting

WP
5d

CARDED

Form 73

ICA

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT.

Baltimore, Md., December 16, 1924 19
(City.) (Date.)

CHIEF CLERK 1924 DEC 17 PM 2 52

LIGHTHOUSES 1924 DEC 17 AM 8 46

DEPARTMENT OF COMMERCE DEC 18 1924 APPOINTMENT DIVISION.

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer

Name, Robertson K. Taylor — Legal residence, Virginia

Position, Keeper — Salary, $1020. p. a.

Location, Old Plantation Flats Light Sta., Va. — Appropriation, Salaries, Keepers of Lighthouses

Effective January 4, 1925 — {~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Keeper — Former salary, $1080. p. a.

Location, Smith Point Light Station, Va.

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

Previous incumbent, H. B. Ward — Services terminated, January 3, 1925

Reason, Transferred to Sharps Island Light Station, Md.

Members of family in Government Service, None

Date of birth, November 30, 1893

Remarks: This transfer is being made at the request of Mr. Robertson Taylor and is in no way a violation of the Civil Service rules.

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

12/18/24

Secretary, Civil Service District.

Superintendent of Lighthouses

BUREAU OF LIGHTHOUSES
WASHINGTON

DEC 17 1924

Submitted to the Secretary of Commerce, approved.

DEPARTMENT OF COMMERCE ACTION TAKEN DEC 30 1924 DEPARTMENT OF COMMERCE

Acting Commissioner of Lighthouses.

TR 2

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

11—2314

(CROSS REFERENCE)

Taylor Robertson K. 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 23 1924 File No. 1095/21.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1923 DEC 10 AM 8 53

ICA

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
BALTIMORE, MD.

December 8, 1923.

DEPARTMENT OF COMMERCE 11 1923 U.S.C. APPOINTMENT DIVISION

Commissioner of Lighthouses,
Washington, D. C.

CHIEF CLERK

1923 DEC 11 AM 11 09

Subject: Transfers and promotions, November.

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

Name	Position	Salary	Nature of Change	Letter Date	Effec. Date of Change
Taylor, Robertson K.	Keeper	$840.	Increase	10/17/23	11/1/23
Paynter, John M.	Rad. Op.	960.	Form 73a	--------	11/1/23
Jennett, Utah C.	Keeper	720.	Form 73a	--------	11/16/23
Christenson, Oscar	Rad. Op.	1140.	Increase	11/28/23	11/28/23
Davis, Geo. T.	Rad. Op.	1080.	Increase	11/28/23	11/28/23
Eastman, Francis M.	Rad. Op.	1080.	Increase	11/28/23	11/28/23
Sacker, Horatio J.	Rad. Op.	1140.	Increase	11/28/23	11/28/23
Sweeney, Carol W.	Rad. Op.	1080.	Increase	11/28/23	11/28/23

H. D. King
Superintendent of Lighthouses.

Bureau of Lighthouses, Washington

DEC 10 1923

CARDED

Submitted to Secretary of Commerce for his information

J. S. CONWAY
Acting Commissioner of Lighthouses

W. T. REPORT DATA ENTERED

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

October 17, 1923.

Mr. Robertson K. Taylor,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 720 per annum to $ 840 per annum, effective November 1, 1923, or as soon thereafter as you enter on duty.

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,

Chief of Appointment Division.

11—8674

C
G
5th

OCT 17 1923
U. S. REPORT DATA ENTERED
CARDED

Form 73

NOMINATION

LIGHTHOUSES

CHIEF CLERK

1923 OCT 16 PM 1 11

1923 OCT 16 AM 8 56

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT,

Baltimore, Md., (City.) October 15, 1923, 19 (Date.)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and promotion

Name, Robertson K. Taylor — Legal residence, Virginia

Position, ~~Additional~~ Keeper — Salary, $840. per annum

Location, Smith Point Light Station Va — Appropriation, Salaries, Keepers of Lighthouses

Effective November 1, 1923 — {~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

DEPARTMENT OF COMMERCE OCT 16 1923 APPOINTMENT

Former position, (Additional) Keeper — Former salary, $720. p. a.

Location, Any station, 5th District

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

Previous incumbent, Henry R. McCarthy — Services terminated will, October 19, 1923.

Reason, Transferred to Seven Foot Knoll Light Station.

Members of family in Government Service, None

Remarks:

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

10-17-23.

Secretary, Civil Service District.

H. D. Ling

Superintendent of Lighthouses

8

BUREAU OF LIGHTHOUSES
WASHINGTON

OCT 16 1923

Submitted to the Secretary of Commerce, approved.

J. S. CONWAY

Acting Commissioner of Lighthouses.

RY

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

11—2314

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

ICA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES

1923 SEP 15 AM 8 32

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
BALTIMORE, MD.

September 14, 1923.

Hydro.
Engr. Const.
Mar. Engr.
Accounts.
Contracts.
Chf Clk.
Dep. Comr.
Comr.

CHIEF CLERK
1923 SEP 18 AM 11 29

Commissioner of Lighthouses,
Washington, D. C.

Subject: Change of name on appointment.

1. There are forwarded herewith oath and personal question sheet of Robertson K. Taylor. It should be noted that the correct middle initial for Mr. Taylor is K instead of R as shown on Form 73. It is requested that his name be placed on the Bureau records as Robertson K. Taylor.

For and in the absence of the Superintendent.

DEPARTMENT OF COMMERCE
SEP 18 1923
APPOINTMENT DIVISION.

F. C. Shaw
First Assistant Superintendent.

APPOINTMENT DIVISION
ENTERED
SEP 21 1923
ON JOURNAL
DEPARTMENT OF COMMERCE.

Bureau of Lighthouses, Washington

CARDED

Enclosure
Submitted to Secretary of Commerce for his information.

9/18/23.

J. S. CONWAY
Acting Commissioner of Lighthouses

DEPARTMENT OF COMMERCE

PERSONAL QUESTION SHEET

(To be furnished for each person appointed in the service of the Department immediately upon entrance on duty. The statement should be signed by the appointee or employee. If unable to write, he may sign by mark in the presence of one witness.)

1. What is your full name? (State whether Mr., Miss, or Mrs., and spell out names in full, including middle name or names. Example: Mr. John Richard Roe. If name itself is merely a letter, it should be so stated.)

Robertson Keeling Taylor

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

Robertson K. Taylor

3. Bureau or Service, place, and district in which employed:

Hooper Island Light Station, Hoopersville, Md. (Bureau or Service. Place (city, town, station, or vessel).) 5th District (District.)

4. Position to which appointed Assistant Keeper

5. Compensation $960.00 per annum, plus 45 cents per day subsistence

6. Appropriation from which paid

7. In what manner did the employee enter the service? (Examples: "From stenography and typewriting examination, ——, 191—;" or "Without examination;" or "By reinstatement;" or "By transfer from ——," stating Department, Bureau or Service, position, and salary, if known.)

By selection from certificate of eligibles

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

Castville (City or town.) Virginia (State or Territory.) Northampton (County.) ——— (Congressional district.)

9. When the legal residence given in answer to question 8 differs from that given in the certificate of appointment, the discrepancy should be explained.

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

11. Where were you born? Norfolk, Virginia

12. When were you born? November (Month.) 30th (Day.) 1893 (Year.)

13. If foreign born, state when and where naturalization papers were taken out

14. What is your marital condition? Single

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

Wickham C. Taylor (Name.) 1107 Claremont Street (Number and street.)

Norfolk (City or town.) Virginia (State or Territory.)

CARDED

16. Are there any members of your family, besides yourself, in the civil service of the United States? No

(If answer is "Yes," give in blank spaces below the information called for by the headings.)

Name.	Post-office address.	Position and department or office in which employed.	Relationship.	Married or single.
		Position		
		Department or office		
		Position		
		Department or office		
		Position		
		Department or office		

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

No

18. Have you ever held any other position in the civil service of the United States? (If so, give below the Department and Bureau or Service in which you served, the position held, the salary you received, and the dates of your appointment and separation from the service.)

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.
No					

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

No

20. Were you in the military or naval service of the United States during any war? (If so, give the information called for by the blanks below.)

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
U.S.A.A.S. Sect. 603	Oct. 22nd 1917	May 8th 1919	Ending of war

21. If you served in the military or naval service of the United States other than during war time, indicate such service in the spaces below.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

22. Are you the widow or orphan of an honorably discharged soldier or sailor? No (If answer is "Yes," give the information called for by the blanks below.)

Relationship (widow or orphan) ----------

Name under which soldier or sailor rendered service ----------

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

LIGHTHOUSES

1923 SEP 15 AM 8 32

23. What was your occupation prior to entering the United States civil service? (It is intended that the answer to this question shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service indicated in answer to questions 18, 19, 20, 21.)

Carpenters Fitter in Ship yard - Farming -

24. 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.)

High School two years.

25. What special qualifications have you—educational, professional, technical, mechanical, etc.? (Examples: Qualified as "Lawyer," or "Civil engineer," or "Translator," or "Interpreter," or "Draftsman," or "Carpenter.")

Carpenter.

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

27. 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

Date, September 10th, 1923

Witness (in case signature is by mark):

(Signature) Robertson K. Taylor

P. O. Address: Hooper Island Light Station
City or town.
Hoopersville
Number and street.
Md
State or Territory.

(If appointee is to be employed in the field, this form should be reviewed and approved by the proper field officer and need not be signed by an official of the Bureau. If appointee is to serve in the District of Columbia, the form should be reviewed and approved by the proper Bureau officer. When forwarding this form, no letter of transmittal is required.)

Commissioner of Lighthouses, Wash. D. C. Balto., Md., Sept. 14, 1923.

Reviewed, approved, and forwarded Sept. 14, 1923, 191

(Signature) A. E. Armstrong

For and in the absence of the Supt.

(Official title) First Asst. Superintendent

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

LIGHTHOUSES

SUPT. OF LIGHTHOUSES BALTIMORE, MD. 1923 SEP 15 AM 8 32 SEP 11 1923

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

I, Robertson K. Taylor

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.

Robertson K. Taylor
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] 10 day of September, A. D. 1923

(Affix official seal here)

[4] (Name) Laurence P. Askin

(Official title) Justice of the Peace

My commission expires _____

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Asst. Keeper	$720. p.a. base	Additional Keeper, 5th District
Former [5] -------		

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

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT

Baltimore, Md. (Address), September 14, 1923. (Date)

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

The above-named appointee entered upon duty on August 28, 1923 (Date)

U. S. REPORT DATA ENTERED

For and in the absence of the Superintendent.

H. B. Armstrong
First Assistant Superintendent (Signature, followed by title)

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

CARDED

11—944

NOT TO BE ACCEPTED AS [redacted]TY FOR INVESTIGATION OPERATIONS UNLESS AC[redacted]ED BY OFFICIAL CREDENTIALS

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

August 24, 1923.

Mr. Robertson R. Taylor,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office and to a probationary period of not to exceed six months as provided by paragraph (c) of section 1 of civil-service rule VII, Keeper in the Lighthouse Service at a salary of Seven Hundred and Twenty dollars per annum, effective on the date on which you enter upon duty in the above-mentioned position.

By selection from certificate of eligibles (No. .....) issued by the Secretary, Fourth Civil Service District.

APPOINTMENT DIVISION ENTERED AUG 25 1923 ON JOURNAL DEPARTMENT OF COMMERCE

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

P
G

Appropriation: Salaries, Keepers of Lighthouses.

Vice: E. B. Austin.

Legal Residence Virginia.

CARDED

Form A-14 5th (See reverse side.) 11—6980

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT.

Baltimore, Md., (City.) August 16, 1923 (Date.) 19

COMMISSIONER OF LIGHTHOUSES:
Thru Secty. 4th Civil Service Dist., Wash., D. C.

Action recommended, Probationary appointment

Name, Robertson R. Taylor

Legal residence, Eastville, Va.

Position, (Additional) Keeper

Salary, $720. p. a. base

Location, Any station, 5th L. H. Dist.

Appropriation, Salaries, Keepers of Lighthouses

Effective August 28, 1923 { ~~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, 4 Rating, Keeper Percentage, 84.6, Other eligibles considered: (C) Gray 87.0 (FR) Midgett 85.4 Crockett 84.8 Not heard from in 5 days and position urgently needed to be filled.

Previous incumbent, E. B. Austin

Services terminated, May 4, 1923

Reason, Resigned for better position

Members of family in Government Service, None

Date of birth, November 30, 1893

Remarks:

Selection regular, subject to the action of the U. S. Civil Service Commission, AUG 21 1923, 19

For and in the absence of the Supt.

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

H. B. Bowerman
Assistant Superintendent

BUREAU OF LIGHTHOUSES
WASHINGTON

AUG 22 1923

Submitted to the Secretary of Commerce, approved.

H. B. BOWERMAN
Acting Commissioner of Lighthouses.

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

11—2314