'26 OCT 23 AM 7:55

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

Date: 10/23/2026

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
Woods, Arthur, J.		June 23, 1888 MI

MILITARY SERVICE

Branch of Service:

- ☐ Air Force
- ☐ Army Air Corps
- ☐ Army Air Force
- ☐ Army
- ☐ Marine Corps
- ☐ Navy
- ☐ Coast Guard
- ☐ Unknown

Type of Rank:

- ☐ Enlisted
- ☐ Officer
- ☐ Unknown

Service Period (Check all that apply):

- ☐ 1939 & Prior
- ☐ 1940 - 1950
- ☐ 1950 & After

Date & Place of Death: 1953 WA

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 (WA) 17th District	From: 1918	To: 1944
(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-aw84446282

Attendant Signature:

CMRS Search Request Number(s):

Remarks: '26 NOV 6 AM 10:01

SCREENING NOTES

☑ Reviewed and Nothing Removed SBB ☐ 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:

Form 439
TREASURY DEPARTMENT
DIVISION OF APPOINTMENTS

File No. 2965

Name W O O D S, Mr. ARTHUR J.,

BORN: June 23, 1888

Service COAST GUARD (L.H.S.)

This file belongs in the Division of Appointments, Treasury, and has been charged to YOU. Please do not transfer to anyone or retain it for more than 5 days without notifying the Appointment Division File Room, EXT. 044-2582

U. S. GOVERNMENT PRINTING OFFICE 2—16322

DEPT. STOCK FORM 2249
REV. 1-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 44334

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date June 9, 1941

Name: Woods, Arthur J.

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

Bureau No.:

Nature of Recommendation

Change in status - civilian to military.

	FROM	TO
Position	Keeper	Boatswain's Mate, 1c.
Grade	Field (Range $1320-1680)	No change in pay and allow-
Salary	$1560 p.a. plus $240 p.a.Qtrs.	ance. Sec. 7, Act of August 5, 1939
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters	Seattle, Wash.	Seattle, Wash.
Post of Duty	Browns Pt. Lt.Sta., Wash.	Browns Pt. Lt. Sta., Wash.
Appropriation	Civilian Employees, C. G.	Pay and Allowances, C. G.
Allotment		
	FIELD [X] DEPRTMTL. [ ]	FIELD [X] DEPRTMTL. [ ]

EFFECTIVE June 9, 1941

Remarks:

The change indicated is pursuant to the Act of August 5, 1939.

Justification:

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

N. R. STILES,
Commander, U. S. Coast Guard
Assistant Personnel Officer.
(BUREAU OR DIVISION HEAD)

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 6-23-88

LEGAL RESIDENCE: Washington

SEX: M | RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE? Yes

SUBJECT TO RETIREMENT ACT? Lighthouse Act 6-20-18

DATE OF OATH

(FOR USE OF DIRECTOR OF PERSONNEL. TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY

V.O.

INTERLEAVED-PATD. CARBON PANTOGRAPH

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 3734

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date January 10, 1941

Name: Woods, Arthur J.

From: U. S. Coast Guard (BUREAU OR DIVISION) Bureau No: 352

Nature of Recommendation

Promotion

	FROM	TO
Position		Keeper
Grade	Field (Range $1320-1680)	Field (Range $1320-1680)
Salary	$1500 p.a.,plus $240 p.a.,Qtrs.	$1560 p.a.,plus $240 p.a.,Qtrs.
Bureau or Div. Organizational Subdivisions		U. S. Coast Guard
Headquarters		Seattle, Wash.
Post of Duty		Browns Point Light Station,Wash.
Appropriation		Civilian Employees,C.G.
Allotment		
Field or Deptl.		Field

EFFECTIVE January 16, 1941

Remarks:

Justification:

No increase in pay since November 1, 1932.

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

N. R. STILES,
Commander, U. S. Coast Guard,
Assistant Personnel Officer.
(BUREAU OR DIVISION HEAD)

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 6-23-1888

LEGAL RESIDENCE: Washington

SEX: M | RACE: W

NATURE OF POSITION: NEW | ADDTL. IDENT.

VICE VACANCY | VICE

SUBJECT TO RETIREMENT ACT? Lighthouse Act 6-20-18

DATE OF OATH

(FOR USE OF DIRECTOR OF PERSONNEL. TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY: 1-16-41

INTERLEAVED-PATD.-SANFORD'S ©

DEPT. STOCK FORM 2249

UNITED STATES TREASURY DEPARTMENT

WASHINGTON, D. C.

2965 1

DATE: 23 September, 1939

BUREAU NO. Lt. #352

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Name: Woods, Arthur J.

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

Nature of Recommendation

Transfer

	FROM	TO
Position	Keeper	Keeper
Grade	Field (Range $1440-1800)	Field (Range $1320-1680)*
Salary	$1500 p.a. plus $240 Qtrs.	$1500 p.a. plus $240 p.a. Qtrs*
Bureau	U. S. Coast Guard	U. S. Coast Guard
Office	Portland, Oregon	Portland, Oregon
Unit		
Division		
Section		
Sub-Section		
Headquarters	Seattle, Washington	Seattle, Washington
Post of Duty	Turn Point Light Station	Browns Point Light Station
Appropriation	Sal., Kprs. of Lhs., Coast Guard	Sal., Kprs. of Lhs., Coast Guard
Allotment		
	FIELD [X] DEPRTMTL. [ ]	FIELD [X] DEPRTMTL. [ ]

EFFECTIVE: E.O.D.

Remarks: * No change in gross compensation is involved in this case, and Mr. Woods will be paid at the same rate as heretofore, this not being prohibited by Section 10b of the Reorganization Act. No change will be made in the classification (salary range) of the employee during the present fiscal year.

JOURNAL PAGE: B-74

DATE OF BIRTH: 6-23-88

LEGAL RESIDENCE: Washington

VETERANS' PREFERENCE

NATURE OF POSITION NEW:

ADDITIONAL IDENTICAL:

VICE VACANCY:

VICE: Oscar V. Brown

CIVIL SERVICE AUTHORITY

DATE OF OATH:

SUBJECT TO RETIREMENT ACT: Lighthouse Act 6-20-18

Justification:

Consideration given all other eligible employees in Bureau or Office of undersigned.
Certified as to Sufficiency of Appropriated Funds.

CHAS. W. DEAN,
Commander, U. S. Coast Guard,
Acting Chief Personnel Officer.
Bureau or Office Head

(FOR USE OF DIRECTOR OF PERSONNEL, TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY

9-27-39
DATE

PATENTED

D-82

95

TREASURY DEPARTMENT*U.S.COAST GUARD

~~DEPARTMENT OF COMMERCE~~

Lighthouse Service

Seattle

Office of the Superintendent, ~~Xxxx~~ District
Portland, Oregon,

16 October, 1939.

CHANGE IN STATUS OF EMPLOYEE

U. S. COAST GUARD (9)

REC'D OCT 24 1939 By

ANS.

SEATTLE DISTRICT OCT 18 1939 U. S. COAST GUARD

Name: Arthur J. Woods

Nature of action Transfer.

Effective Date 1 October, 1939

	FROM	TO
Position	Keeper	Keeper
Pay	$1500	$1500
Range:	1440-1800	1320-1680
Station	Turn Point Light Station	Browns Point Light Station.

Remarks:
This change is reported in accordance with Department letter dated 23 Sept., 1939, ~~Bureau No. LT No. 352.~~

~~E. C. Merrill~~
~~Superintendent 13th Lighthouse~~

F. C. HINGSBURG
By direction.

~~District~~
Washington

Seattle, Washington OCT 18 1939
FORWARDED

Chief of Staff, Seattle District

HEADQUARTERS 2nd Indorsement 25 October, 1939.

From: Commandant
To: Chief, Division of Appointments
Submitted for information.

By direction

R. J. GROSS,
Assistant to the Chief Personnel Officer

July 1, 1939. Lighthouse Districts No. Seventeenth

consolidated with Seattle Coast Guard District,

Headquarters Seattle, Washington.

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

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION

Arthur J. Woods (Name) — Wash. (Legal Residence)

STATUS

11—8940

DESIGNATION	ACTION	SALARY	BUREAU—SERVICE—STATION	DATE OF EFFECT
Keeper	Prob.	540	L.H.- Cape Flattery L.S. Wash	Oct 21, 1918
"	Incr	720	" "	Nov. 1, 1918
"	Prob.	"	" "	Feb. 1, 1919
"	Prom	780	" "	Sept 16, 1919
"	Trans	"	" Edis Hook L.S. Wash	Mar. 14, 1921
"	"	840	" Cape Flatte. L.S. Wash	Jan 11, 1923
"	Prom	900	" "	Oct 21, 1923
"	Read of Comp	1140	" "	July 1, 1924
"	"	1380	" "	Feb. 1, 1925 -
"	Inc in Comp	1440	" "	July 1, 1925 -
"	COMPENSATION Act. May 28, 1928.	1500	" "	JUL 1 1928
Keeper	Transfer	1440	L.H.- Slip Point L.S. Wash	April 8, 1929.
"	COMPENSATION Act. July 3, 1930	1500	" "	JUL 8 1930
"	Transfer	1560	" - Cape Flattery L.S. 17th Dist	Nov. 1, 1932
"	"	1500	" TWIN POINT	7-1-37

D-82

CAK:D

DEPARTMENT OF COMMERCE
Lighthouse Service

Dept

DEPARTMENT OF COMMERCE
AUG 5 1937
DIVISION OF PERSONNEL

Office of the Superintendent, 17th District
Portland, Oregon, July 30, 1937

1937 AUG 4 PM 2 51
DEPARTMENT OF COMMERCE
CHIEF CLERK

CHANGE IN STATUS OF EMPLOYEE

Name: Arthur J. Wood

Nature of action Transfer and decrease in pay.

Effective Date July 1, 1937.

	FROM	TO
Position	Keeper	Keeper
Pay	$1560.00 (1560 to 1920 per annum)	$1500.00 (1440 to 1800 per annum)
Station	Cape Flattery Light Station	Turn Point Light Station

Remarks:
This change is reported in accordance with Department letter dated April 24 1937.

E. C. Merrill
Superintendent of Lighthouses

Bureau of Lighthouses
Washington

CARDED

BUREAU OF LIGHTHOUSES August 3, 1937
WASHINGTON

Submitted to the Secretary of Commerce for information.

For the Commissioner:

W. P. Harman,
Administrative Assistant

see

DEPARTMENT OF COMMERCE

DIVISION OF PERSONNEL
WASHINGTON

April 24, 1937.

Mr. Arthur J. Wood,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective upon entrance on duty (change of station).

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 APR 27 1937

Chief, Division of Personnel.

From: $1560 per annum

To: $1500 per annum.

Service and grade:

Field.

Appropriation (unit):

CARDED

DIVISION OF PERSONNEL
ENTERED ON JOURNAL
AUG 14 1937
SHEET NO. 5499.
DEPARTMENT OF COMMERCE

CAK:A

Form 73

NOMINATION

LIGHTHOUSES

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

APR 14 11 21 AM 37

DEPARTMENT OF COMMERCE APR 21 1937 DIVISION OF PERSONNEL

1937 APR 20 PM 2 17

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 17th DISTRICT,

Portland, Ore., April 10, 1937
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and decrease in pay.

Name, ARTHUR J. WOODS

Position, Keeper

Location, Turn Point Light Station

Effective, July 1, 1937

Legal residence, Washington

Proposed salary, $1500. per A. plus quarters valued at $240. per A.

Proposed range, $1440. to $1800. per A. plus quarters valued at $240. per A.

Appropriation, Salaries, Keepers of Lighthouses

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

DEPARTMENT OF COMMERCE APR 21 1937 DIVISION OF PERSONNEL

Former position, Keeper

Location, Cape Flattery Light Station

Former salary, $1560. per annum plus quarters valued at $240. per A.

Former range, $1560. to $1920. per A. plus quarters valued at $240. per A.

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

Previous incumbent and his pay, Wyman T. Albee (L.T. #414) $1500. per A.

Services to be terminated, At the close of June 30, 1937, or as soon thereafter as practicable.

Reason, Recommended for transfer to the position of Keeper, Yaquina Head Light Station.

Members of family in Government service, None.

Remarks: This transfer is agreeable to Mr. Woods and is not in violation of Sec. 2, Civil Service Rule 1, regarding political or religious affiliations or opinions. See letter of this date relating to this as well as other transfers.

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

K 2/7 4/21/37

Secretary, Civil Service District.

E. C. Merrill
Superintendent of Lighthouses

BUREAU OF LIGHTHOUSES
WASHINGTON

APR 20 1937

Submitted to the Secretary of Commerce, approved.

Action O. K.

Chief Clerk

W. P. Harman
Acting Commissioner of Lighthouses.

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

11—2314

RRT:DSB

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
PORTLAND, OREG.

IN REPLYING REFER TO
DATE OF THIS LETTER AND
FILE No.

copy

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
JUN 10 1935
APPOINTMENT DIVISION

OFFICE OF SUPERINTENDENT, 17TH DISTRICT
PORTLAND, OREG.

1935 JUN 10 PM 2:38

May 27, 1935.

A. J. Woods, Keeper,
Cape Flattery Light Station,
Tatoosh, Wn.

1. Having reference to charges addressed to you on March 14, 1935, the Superintendent has given careful consideration to your several replies thereto, and made further inquiry of certain of your references. In this connection consideration has also been given to the report from the Assistant Superintendent concerning his visit and investigations on Tatoosh Island March 27.

2. Reports received from various sources carry considerable conflicting testimony regarding the delivery and use of intoxicants on the lighthouse reservation during the construction of the new double dwelling, but there is sufficient evidence to show that you partook of beer on certain occasions and it is noted from your supplementary report made following the visit of the Assistant Superintendent, that you admit having done so on one occasion. There is also sufficient evidence to show that a considerable quantity of liquor was taken onto the island and used there by the contractor himself and by certain of his employees. It is noted that you disclaim any knowledge of such occurrences. Such being the case, it must be concluded that you failed in proper vigilance expected of the keeper in charge of a light station.

3. You are reprimanded for the admitted use of an alcoholic beverage on your station and for negligence in failure to take notice of and report the use of liquor and beverages on the part of the contractor's force while engaged at the station, which was sufficiently open to have been observed by many other individuals.

4. In view of the excellence of your previous record as a keeper no further action with respect to these charges is contemplated at this time. You are cautioned, however, to exercise greater vigilance in the future to maintain the observance of the Lighthouse Service regulations.

CARDED

/s/ R. R. Tinkham
Superintendent of Lighthouses.

cc - Commissioner of Lighthouses, in accordance with Art. 440, Regulations, Lighthouse Service, 1927.

- - - - -

Bureau of Lighthouses, Washington, D.C.
June 10, 1935.

Submitted to Secretary of Commerce for information.

H. D. King
Acting Commissioner of Lighthouses

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

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

DEPARTMENT OF COMMERCE
1932 NOV -22- PM 2:55
CHIEF CLERK

DEPARTMENT OF COMMERCE
NOV 23 1932
APPOINTMENT DIVISION

November 22, 1932

Secretary of Commerce:

O.K.

In accordance with the Department's approval of October 20, the Superintendent of Lighthouses, Portland, Oregon, reports the transfer of Arthur J. Woods from Slip Point Lightstation to Cape Flattery Lightstation with increase in pay from $1500 to $1560 per annum, effective November 1, 1932.

For the Commissioner:

R J Grass
Chief of Personnel Division

H-M

APPROVED:
CHIEF CLERK.

CARDED

ENTERED ON COMPLETION
OF PERSONNEL JOURNAL
Date DEC 1 8 1932

Form A-88

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

October 20, 1932.

Mr. Arthur J. Woods,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective November 1, 1932, or entrance on duty (change of station).

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,

NOV - 4 1932

EDW. J. GARDNER,

Chief of Appointment Division.

From: $1500 per annum.

To: $1560 per annum.

Service and grade:

Appropriation (unit): Field.

17
DSE

CARDED

APPOINTMENT DIVISION
ENTERED ON JOURNAL
NOV 5 1932
SHEET NO. 4171
DEPARTMENT OF COMMERCE

GOVERNMENT PRINTING OFFICE 11—9051

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE 1932 OCT 13 AM 10:09 APPOINTMENT DIVISION

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 17th DISTRICT

Portland, Oregon, September 28 of 1932
(City) (Date)

DEPARTMENT OF COMMERCE OCT 20 1932 APPOINTMENT DIVISION

COMMISSIONER OF LIGHTHOUSES: CHIEF CLERK

Action recommended, Transfer and promotion to fill pending vacancy. Legal residence, Washington

Name, Arthur A. J. Woods Proposed salary, $1560 A. (quarterly)

Position, Keeper, Lighthouse Service Proposed range, $1560-1920

Location, Cape Flattery Light Station, Wash. Appropriation, Salaries, Keepers of Lighthouses

Effective, November 1, 1932 [1] the actual date of entrance on duty, ~~or as soon thereafter as he enters on duty.~~

Former position, Keeper, Lighthouse Service Former salary, $1500 A. (quarterly)

Location, Slip Point Light Station, Wash. Former range, $1440-1800

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

Previous incumbent and his pay, John M. Cowan (Lt.#362) / $1740 A. Services terminated, October 31, 1932

Reason, Retirement for age. - Pending: aff. Close Oct. 30/32.

Members of family in Government service, None

Date of birth, June 23, 1888

Remarks: See justification sheet herewith.

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

For and in the absence of the Superintendent
C. A. KNIGHT
Chief Clerk, 17th Lighthouse District

10-13-32

Secretary, Civil Service District. ~~Assistant Superintendent~~

BUREAU OF LIGHTHOUSES
WASHINGTON

October 5, 1932

Submitted to the Secretary of Commerce, approved, attention being invited to justification form inclosed. It is proposed to fill the resulting vacancy at Slip Point by transfer of a keeper from Cape Disappointment Lightstation (to be reported on Form 73a), without change in pay.

Pres. approval 10/26
Ltr. No. 279

Action O. K.

Asst. to Secy.

APPOINTMENT DIVISION NECESSARY ACTION TAKEN NOV 1 1932 DEPARTMENT OF COMMERCE

W. P. Harman
Acting Commissioner of Lighthouses.

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

11—2314

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 3, 1930.

A. J. Woods

(Thru 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.

APPOINTMENT DIVISION ENTERED AUG 9 1930 ON JOURNAL DEPARTMENT OF COMMERCE

CARDED

From: 1440

To: 1500

Keeper 17th

DSB

CHIEF CLERK
1929 APR 18 PM 3 43

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
PORTLAND, OREG.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1929 APR 16 AM 9 10

DEPARTMENT OF COMMERCE
APR 19 1929
APPOINTMENT DIVISION

File P

OFFICE OF SUPERINTENDENT, 17TH DISTRICT
PORTLAND, OREG.

April 11, 1929

Commissioner of Lighthouses,
Washington, D. C.

1. Referring to Department letter of February 20,1929, transferring Arthur J. Woods, 1st Assistant Keeper, Cape Flattery Lt. sta. to the position of Keeper, Slip Point Light Station, effective February 17, or as soon thereafter as he entered on duty:

2. Mr. Woods entered on duty at Slip Point Light Station effective April 8, 1929.

Warnack
Superintendent of Lighthouses

CARDED

APR 17 1929
Bureau of Lighthouses, Washington

Submitted to Secretary of Commerce for his information

H. D. KING
Acting Commissioner of Lighthouses

U. S. REPORT DATA
ENTERED

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

February 20, 1929.

M r. Arthur J. Woods,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective February 20, 1929, or as soon thereafter as you enter on duty (by change of station).

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.

FEB 25 1929

Respectfully,

WM. J. GARDNER

Chief of Appointment Division.

From: $1500 per annum.

To: $1440 per annum.

Service and grade:

Appropriation (unit): Field.

CARDED

TC

17

APPOINTMENT DIVISION 1193 MAR 2 1929 ON JOURNAL DEPARTMENT OF COMMERCE

GOVERNMENT PRINTING OFFICE 11—9051

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 17th DISTRICT.

Portland, Oreg., February 13, 1929
(City) (Date)

1929 FEB 18 AM 0 53

1929 FEB 19 PM 3

CHIEF CLERK

DEPARTMENT OF COMMERCE FEB 20 1929 APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE FEB 23 1929 APPOINTMENT DIVISION

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and demotion

Name, Arthur J. Woods #406 Request

Position, Keeper, L.H.S.

Location, Slip Point Light Station, Wash.

Effective, February 20, 1929

Legal residence, Washington

Proposed salary, $1440.00 per annum

Proposed range, $1440 - 1740

Appropriation, ~~Salaries, K.L.H.~~ Such

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

Former position, Keeper (1st Assistant L.H.S.)

Location, Cape Flattery Light Station, Wash.

Former salary, $1500.00 per annum

Former range, $1380 - 1680

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

Previous incumbent, Carl Lien (Lt. 406) Salary $1500.00 per annum. Range $1440-1740

Services terminated, February 16, or soon thereafter

Reason, Transfer to New Dungeness Light Station, Wash.

Members of family in Government service, None

Date of birth, June 23, 1888

Remarks: The approval of this recommendation will not be in violation of section 2 of Civil Service rule I relative to political or religious opinions or affiliations. This transfer and demotion is agreeable to Mr. Woods, as per his indorsement of Feb. 7, 1929 on Superintendent's letter of Feb. 2, inclosed herewith. Mr. Woods is considered the best qualified available man for this position.

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

Robert Yeamack
Superintendent of Lighthouses

Secretary, Civil Service District.

2-20-29

Inclos.

BUREAU OF LIGHTHOUSES
WASHINGTON

FEB 19 1929

Submitted to the Secretary of Commerce, approved.

Action O. K.

Chief Clerk

APPOINTMENT DIVISION NECESSARY ACTION TAKEN FEB 23 1929 DEPARTMENT OF COMMERCE

J. O. Dueesing
Acting Commissioner of Lighthouses

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

11—2314

HOUSES

29 FEB 18

OFFICE OF SUPERINTENDENT
Portland, FEB 12 1929 Oregon.
17th LIGHT-HOUSE DISTRICT

File P

Mr. Arthur J. Woods, February 2, 1929
1st Assistant Keeper, Cape Flattery Light Station
(Through the Keeper)

1. Please state on carbon copy hereof, whether you would accept the position of Keeper, Slip Point Light Station, at a salary of $1440.00 per annum. Your present salary is $1500.00, in the third step of your range at Cape Flattery. Your transfer to Keeper must be at the minimum of the Keeper's range at Slip Point, which is $1440.00 to $1740.

(Sgd) Robert Warrack
Superintendent of Lighthouses.

Superintendent of Lighthouses
17th District
Portland, Ore.

February 7, 1929

I am willing to accept the position of Keeper, Slip Point Light Station.

Very respectfully,
A. J. Woods

Jas. Corcoran
Keeper

DEPARTMENT OF COMMERCE

Description of duties of field positions.

Bureau No.: Lt. 406

Name: Arthur J. Woods

Bureau: Lighthouses

Salary: $1440 per annum Salary range: $1440-$1740

Position: Light Keeper

Station: Slip Point Light Station, Wash., Seventeenth Lighthouse District.

Description of duties:

Same as previous incumbent, Carl Lien, who was transferred to New Dungeness Light Station, Washington, on February 16, 1929.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

M
r. Arthur J. Hoods,
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.

CARDED

From: $1440 per annum
To: $1500 per annum

11—9564

17

C

CROSS REFERENCE

SEE FILE--464/16/D #1

NAME Woods, Arthur J. POSITION Keeper

BUREAU OF LIGHTHOUSES STATION 17th 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	Amt. per annum to be Subtracted
900	240	1140	XCR	404.25	1544.25	L.H.S.	4	1320	yes	120-b	

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

approv-1320

GRADE RECOMMENDED 5

RANGE OF COMPENSATION RECOMMENDED FROM $ 1200 TO $ 1440

Rations commuted at rate of $204.25 per annum

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, $ 25.00

17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
(a) Elementary school; years ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7 ☒8
(b) High school; years ☐1 ☐2 ☐3 ☐4 6 months
(c) Business school; years ☐½ ☐1 ☐1½ ☐2 ☐2½ ☐3
(d) College: Name ---; years ☐1 ☐2 ☐3 ☐4
(e) Post graduate work: Kind ---; years ☐1 ☐2 ☐3
(f) Correspondence courses: Kind ---; number of lessons ---; number completed ---

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

	Percentage of total time given to each task
Assists Keeper in following duties:	
1. In caring for and operating incandescent oil-vapor illuminating apparatus, which includes revolving clockwork machinery	65%
2. In caring for and operating compressed-air oil-engine fog-signal apparatus	5%
3. In caring for buildings and grounds, including painting and minor repairs to all structures, including fences and walks	23%
4. In caring for and operating (1) steam derrick and tramway, for transporting materials and supplies to the station, which is located at an elevation from the shore and (2) pneumatic pump for water supply	1%
5. In caring for and operating row-boat employed in saving life and property and in communicating with shore	1%
6. In showing visitors around the station	5%
7. In charge of station in absence of keeper. This is a four-keeper station.	

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

Sheet No. 11
2—12758

DO NOT WRITE IN THIS SPACE

	a		
	b		
	c		
	d		

1. Woods (Surname) Arthur (Given name) J. (Initial)
2. Department Commerce
3. Bureau Lighthouses
4. Field Service Lighthouses
5. (a) Field Station Office of Supt. of L.H., 17th District
   (b) Subdivision Cape Flattery Light Station
   (c) City or town Tatoosh State Wash.
6. Pay-roll title First Assistant Keeper
7. Customary office title First Assistant Keeper

8. (a) Number of regular working hours of the position, per day On duty during day as required for upkeep of station; per week average 8 ; per week 56
   (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 Alternates at night with other Keepers 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 $ 840.00 per annum; bonus, $ 240.00 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ 840.00 per annum; bonus, $ 240.00 per annum.
13. If the employee receives overtime pay, state the rate - - -
14. Title of appropriation or fund from which basic compensation is paid Salaries, Keepers of Lighthouses
15. Indicate by an "X" in the proper box any of the following allowances received, in addition to salary or wages: ☒ Quarters; ☐ 3 meals per day; ☐ 2 meals per day; ☐ 1 meal per day; ☒ Subsistence or rations in kind; ☐ Uniform; ☐ Laundry; ☒ Fuel; ☒ Light; ☐ Heat. If cash allowances are made for any of these items, state which items and the amounts per annum Rations commuted at rate of $164.25 per annum
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, $ 25.00
17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
    (a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☒ 8
    (b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 6 months
    (c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3
    (d) College: Name - - -; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (e) Post graduate work: Kind - - -; years ☐ 1 ☐ 2 ☐ 3
    (f) Correspondence courses: Kind - - -; number of lessons ; number completed

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

	Percentage of total time given to each task
Assists Keeper in following duties:	
1. In caring for and operating incandescent oil-vapor illuminating apparatus, which includes revolving clockwork machinery	65%
2. In caring for and operating compressed-air oil-engine fog-signal apparatus	5%
3. In caring for buildings and grounds, including painting and minor repairs to all structures, including fences and walks	23%
4. In caring for and operating (1) steam derrick and tramway, for transporting materials and supplies to the station, which is located at an elevation from the shore and (2) pneumatic pump for water supply	1%
5. In caring for and operating row-boat employed in saving life and property and in communicating with shore	1%
6. In showing visitors around the station	5%
7. In charge of station in absence of keeper. This is a four-keeper station.	

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

Under immediate supervision of keeper. Assists Keeper in proper management and operation of station.

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

Assists Keeper in supervising work of 3d, and 4th Assistant Keeper.

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

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

May 31 (Date), 1923. Robert Warnack (Signature of Preparing Officer) Superintendent of L.H. (Title)

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

Impracticable to secure signature of this employee on account of his inaccessibility.

(Signature of Employee)

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

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

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

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

Technical Education: If essential, kind and extent none

Experience: If essential, kind and extent 2 years

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 $1020.00 to $1260.00

June 1, (Date), 1923. Robert Warnack (Signature of head of field office or station) Superintendent of L.H. (Title)

GOVERNMENT PRINTING OFFICE 2—12758

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1925.

Mr. Arthur J. Woods,
Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 1380 per annum to $ 1440 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,

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

11—8074

mfc
17

CARDED

APPOINTMENT DIVISION
ENTERED
JUL 15 1925
ON JOURNAL
DEPARTMENT OF COMMERCE.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

(CROSS REFERENCE)

January 31, 1925.

Woods, Arthur J. In accordance with authority

Mr. Arthur J. Woods,

of the Director of the Budget dated June 27, 1924, the salary is re-

Through the Commissioner of Lighthouses.

adjusted to $ 1680, effective July 1, 1924.

Sir:

For authorization see letter dated July 1 1924 File K-Corres.

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.

Chief of Appointment Division.

Acting

APPOINTMENT DIVISION ENTERED FEB 7 1925 ON JOURNAL DEPARTMENT OF COMMERCE

Position: Keeper

Salary: $1380

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

17

JSJ

CARDED

FEB 9 - 1925

(CROSS REFERENCE)

Woods, Arthur J. In accordance with authority of the Director of the Budget dated June 27, 1924, the salary is re-adjusted to $ 1140, effective July 1, 1924.

For authorization see letter dated JUL 14 1924 File No. 1095/21.

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

11—6074

P
G
/ 7th

SEP 29 1923

CARD C. S. REPORT DATA ENTERED

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

September 27, 1923.

Mr. Arthur J. Woods,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 840 per annum to $ 900 per annum, effective October 21, 1923 (including $60 per annum longevity pay).

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

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

11—6074

P
G
/7th

SEP 29 1923
DEPT. OF COMMERCE

CARD U. S. REPORT DATA ENTERED

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
GG

CHIEF CLERK
3 SEP 26 PM 2 02

1923 SEP 26 AM 8 30

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 17th DISTRICT,

Portland, Oregon (City.), September 21 (Date.) 19 23.

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Allowance of longevity pay.

Name, Arthur J. Woods. Legal residence, Washington.

Position, Keeper (1st Asst.), Lighthouse Service Salary, $900.00 per annum including $60.00 longevity.

Location, Cape Flattery Light Station, Wash. Appropriation, Salaries, K. of L.H.

Effective October 21, 1923. {the actual date of entrance on duty, or as soon thereafter as he enters on duty.

Former position, Same. Former salary, $840.00 per annum.

Location, Same.

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

Previous incumbent, O - Services terminated,

Reason,

Members of family in Government Service, None.

Date of birth, June 23, 1888.

Remarks: Mr. Woods has served continuously in the same position for five years, he having entered on duty October 21, 1918, under authority of Department letter of October 23, 1918.

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

9/27/23

Secretary, Civil Service District.

Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON
SEP 26 1923

Submitted to the Secretary of Commerce, approved.

APPROVED:

ACTING SECRETARY OF COMMERCE

J. S. CONWAY
Acting Commissioner of Lighthouses.

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

11—2314

1923 JAN 23 AM 8 55

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
PORTLAND, OREG.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

CHIEF CLERK
1923 JAN 27 PM

GG

File P.

OFFICE OF SUPERINTENDENT, 17TH DISTRICT
PORTLAND, OREG.

DEPARTMENT OF COMMERCE
JAN 29 1923
APPOINTMENT DIVISION

January 18, 1923.

To: Commissioner of Lighthouses.

Subject: Arthur J. Woods, 1st Asst. Keeper, Cape Flattery Light Station.
Reference: Form 73 of January 5, 1923.

The Bureau is advised that Arthur J. Woods entered on duty as 1st Assistant Keeper, Cape Flattery Light Station, Wash., on January 11th.

CARDED

Bureau of Lighthouses, Washington
January 26, 1923

J. S. CONWAY
Acting Commissioner

Warrack
Superintendent.

Submitted to Secretary of Commerce for his information.

U. S. REPORT DATA ENTERED

NOTICE OF CHANGE IN SALARY
KEEPERS--LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 11, 1923.

Mr. Arthur J. Woods,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 780 per annum to $ 840 per annum, effective January 11, 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,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

CARDED

JAN 12 Ans'd

APPOINTMENT DIVISION ENTERED JAN 12 1923 DEPARTMENT OF COMMERCE

C
C
17th

U. S. REPORT DATE ENTERED

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RW/GG

1923 JAN 11 AM 9 13

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 17th DISTRICT,

Portland, Oregon (City.), January 5 (Date.), 1923.

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and promotion.

Name, Arthur J. Woods — Legal residence, Washington.

Position, Keeper (1st Asst.), L. H. S. — Salary, $840.00 per annum.

Location, Cape Flattery Light Station, Wash. — Appropriation, Salaries, K. of L. H.

Effective January 11, 1923. — {[1] the actual date of entrance on duty, or as soon thereafter as he enters on duty.

Former position, Keeper (Asst.), L. H. S. — Former salary, $780.00 per annum.

Location, Ediz Hook Light Station, Wash.

1923 JAN 11

Rank on eligible list, - Rating, Percentage, , Other eligibles considered: 10

DEPARTMENT OF COMMERCE JAN 14 1923 APPOINTMENT DIVISION 493

Previous incumbent, Shirley Cowan — Services terminated, January 10, 1923.

Reason, Resigned.

Members of family in Government Service, None.

Remarks:

APPOINTMENT DIVISION NECESSARY ACTION TAKEN JAN 12 1923 DEPARTMENT OF COMMERCE

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

Secretary, Civil Service District.

Superintendent.

J.

BUREAU OF LIGHTHOUSES
WASHINGTON

January 11, 1923.

Submitted to the Secretary of Commerce, approved.

1-11-23

J. S. CONWAY

Acting Commissioner of Lighthouses.

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

11—2314

Form 73a

REPORT OF TRANSFER OF APPOINTEE

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

RCH/GG

LIGHTHOUSES
1921 APR 2 AM 11 55

OFFICE OF LIGHTHOUSE SUPERINTENDENT INSPECTOR, 17th DISTRICT.

Portland, Oregon, March 28, 1921.

THE COMMISSIONER OF LIGHTHOUSES:

CHIEF CLERK

The following-named employee was transferred as indicated, and entered upon duty at his new station on March 14, 1921.

1921 APR 4 AM 10 18

Name, Arthur J. Woods — Position, Keeper (Asst.), Lighthouse Service.

From Cape Flattery Light Station, Wash., — To Ediz Hook Light Station, Wash.

Previous incumbent, Owen H. Wayson.

Services terminated, March 13, 1921. — Reason, Transferred to Keeper (2nd Asst.) Cape Flattery Light Station, Wash.

APPOINTMENTS
1921 APR 4 AM 11 47

, 191

CARDED

The above-referred-to transfer became effective beginning with March 14, 1921.

IN THE ABSENCE AND BY DIRECTION OF THE SUPERINTENDENT

Milo Hoadley

1st Asst. Superintendent.

11—4598

BUREAU OF LIGHTHOUSES

WASHINGTON

APR 2 - 1921
1921 APR 2 PM 4 05

Submitted to the Secretary of Commerce for his information.

J. S. Conway

Acting Commissioner.

C. S. REPORT DATA ENTERED

Form 73
RCH/ES

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 17th DISTRICT.

Portland, Or. Feb. 21, 1921
(City.) (Date.)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and promotion

Name, Arthur J. Woods — Legal residence, Washington

Position, Keeper (Assistant) — Salary, $780 per annum

Location, Ediz Hook L. S. Washington — Appropriation, Keepers Salaries L. H.

Effective March 5, 1921 { the actual date of entrance on duty, or 24 as soon thereafter as he enters on duty.

Former position, Keeper(2nd Assistant) — Former salary, $780 per annum

Location, Cape Flattery Light Station, Wash.

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

Previous incumbent, Owen H. Wayson — Services terminated, March 4, 1921

Reason, Transferred at his own request.

Members of family in Government Service, Brother 3rd Assistant Kpr. Cape Flattery L. S.

Remarks:

APPOINTMENT DIVISION NECESSARY ACTION TAKEN MAR - 2 1921 DEPARTMENT OF COMMERCE.

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

CARDED

3/1/21.

Secretary, Civil Service District. Robert Warrack Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

FEB 26 1921

Submitted to the Secretary of Commerce, approved.

APPOINTMENT DIVISION ENTERED MAR 2 1921 DEPARTMENT OF COMMERCE

Change of assignment

U. S. REPORT DATE ENTERED

1921 FEB 28 PM 2

Acting Commissioner of Lighthouses.

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

LD-2314

(Cross Reference)

February 27, 1920, the following named employee of Lighthouses E.C.D. on the date indicated Sept 16. 1919 by Promotion

Name Arthur J. Woods

See original letter in the file of Hyman T. Albee.

NOTICE OF CHANGE IN SALARY
KEEPERS -- LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

September 26, 1919.

M
r. Arthur J. Woods,
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 $ 780 per annum, effective September 16, 1919, or as soon thereafter as you enter on duty at the increased rate of pay.

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

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

CARDED

RM
C

17th District

C. S. REPORT DATA ENTERED

SEP 1919

Form 73

RCH/GG

NOMINATION

SEP 22 1919 9 AM

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

5

LIGHT HOUSES SEP 22 1919

OFFICE OF LIGHTHOUSE SUPERINTENDENT INSPECTOR, 17th DISTRICT,

Portland, Oreg. (City.) September 18 (Date.) 1919.

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion.

CHIEF CLERK

Name, Arthur J. Woods. Legal residence, Washington.

Position, Keeper (2d Asst.) Lighthouse Service. Salary, $780.00

1919 SEP 23 PM 3 52

Location, Cape Flattery Light Station, Wash. Appropriation, Salaries, K. of L.H.

Effective September 16, 1919. [1] ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Keeper (3d Asst.) L. H. S. Former salary, $720.00 per annum.

Location, Same.

APPOINTMENTS

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

1919 SEP 23 PM 3 57

Previous incumbent, Owen H. Wayson. Services terminated, September 15, 1919.

Reason, Transfer and promotion.to Ediz Hook Light Station, Wash.

Members of family in Government Service, None.

Remarks: Mr. Woods will be placed on duty as soon as Mr. Wayson is transferred.

JOS 9/24/19.

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

IN THE ABSENCE AND BY DIRECTION OF THE SUPERINTENDENT

Milo Hoadley

Secretary, Civil Service District. 1st Asst. Superintendent.

AKT

BUREAU OF LIGHTHOUSES
WASHINGTON

SEP 23 1919

Submitted to the Secretary of Commerce, approved.

1919 SEP 23 PM 3 01

APPOINTMENT DIVISION NECESSARY ACTION TAKEN SEP 26 1919 DEPARTMENT OF COMMERCE

Acting Commissioner.

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

11—2314

Per

DEPARTMENT OF COMMERCE

CHIEF CLERK'S OFFICE
DEC 18 PM
DEPARTMENTS
DEC 18 1918
5
LIGHT HOUSES
DEC 17 1918
OFFICE OF SUPERINTENDENT
NOV 23 1918
12th Lighthouse District
23

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.)

DEC 17 1918 1 24 PM

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.)

Mr Arthur James Woods

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

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

Light house (Bureau or Service.) Cape Flattery (Place (city, town, station, or vessel).) 17th (District.)

4. Position to which appointed 3rd asst Keeper

5. Compensation $540

6. Appropriation from which paid Department of Commerce

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.)

Examination Sept 1918

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

Seattle (City or town.) Wash (State or Territory.) King (County.) 7th (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.

CARDED

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

11. Where were you born? Buttersville Mich

12. When were you born? June (Month.) 23rd (Day.) 1858 (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.

H. L. Woods (Name.) 6746 Mary Ave. (Number and street.)

Seattle (City or town.) Wash. (State or Territory.)

11—1434

16. Are there any members of your family, besides yourself, in the civil service of the United States? .....

(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.
N. L. Woods	Seattle Wn 6746 Mary Av	Position rigger Department or office Navy yard	Brother	married
		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.)

Two fingers off left hand.

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.
Navy Yard		rigger	4.40 per day	Apr. 22nd 1918	Sept 12th 1918
			$		

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

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.

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.

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, and 21.)

Shingle weaver Stationary Steam engineer

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.)

Grammer

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.")

Steam Stationary Engineer, rigger

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

Examination for rigger Navy Yard Apr 22nd 1918

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.)

no O. H. Wayson 3rd asst Capt F Slatery Light Boatswain

Date, Nov 18th, 1918

Witness (in case signature is by mark):

Arthur J Woods

(Signature) ~~A. J. Woods~~

P. O. Address: Satoosh
City or town.

Number and street.

Wash.
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.)

Reviewed, approved, and forwarded December 12, 1918

(Signature)

(Official title) Superintendent 17th Lighthouse District.

11—1434

MAR 22 1919 8 57 AM

CHIEF CLERK

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes.)

APPOINTMENTS MAR 22 1919

1919 MAR 22 AM 10 36

LIGHT HOUSES MAR 22 1919

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

APPOINTMENTS

I, Arthur J. Woods 1919 MAR 22 AM 10 00

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.

☞ Arthur J Woods
(Appointee signs here)

[2] Sworn (See below) and subscribed before me, this [3] 10th day of March, A. D. 1919

(Affix official seal here)

[4] (Name) Emil Hammarstrom.

(Official title) Master, L. H. S.

My commission expires .....

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Keeper (3d Asst.), Present Lighthouse Service	$720.00 A.	Cape Flattery Light Station, Wash.
* Former Keeper (3d Asst.), Lighthouse Service	$720.00 A.	" " " " "

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

* Temporary Appointment.

OFFICE OF LIGHTHOUSE ~~INSPECTOR,~~ Supt., 17th DISTRICT

Portland, Oregon (Address), March 17, 1919. (Date)

C. S. REPORT DATA ENTERED

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

1919 MAR 22 AM 10 24

CARDED

Robert Weaback

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 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

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 27, 1919.

Mr. Arthur J. Woods,

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 ~~Local Civil Service Board for the 17th Lighthouse District.~~

By direction of the Secretary:

Respectfully,

CARDED

(Signed) Clifford Hastings

Chief of Appointment Division.

M
G

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Yourself.

Legal Residence: Washington.

(See reverse side.)

APPOINTMENT DIVISION (TEMP.) JAN 2 1919 BUREAU OF LIGHTHOUSES

11—8080

Form 73

NOMINATION

CIVIL SERVICE DISTRICT,

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

RCH/LJR

OFFICE OF LIGHTHOUSE Sup't 17th DISTRICT.

Portland, Oregon, January 10, 1919
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Probationary appointment.

Name, Arthur J. Woods.

Legal residence, Washington.

Position, Keeper (3d Ass't), L.H.Service.

Salary, $720.00 per annum.

Location, Cape Flattery Light Sta., Wash.

Appropriation, Salaries, Keepers of Lighthouses.

Effective February 1, 1919, [1] ~~the date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position,

Former salary,

Location,

Keeper.

Rank on eligible list, No.6 Rating, Ass't / Percentage, 79.20 , Other eligibles considered: Claud V. Wheeler, C; Henry J. Williams, C.

Previous incumbent, Same. Temself Services terminated, January 31, 1919.

Reason, Expiration of temporary appointment.

Members of family in Government Service, None.

Remarks: Quarters are provided for the families of keepers at the station. Mr. Woods stand No. 2 among the eligibles willing to accept this station.

Selection regular, subject to the action of the U. S. Civil Service Commission, JAN 14 1919 , 191

T. C. Preston

Secretary, // Civil Service District.

Warrack

Superintendant.

BUREAU OF LIGHTHOUSES

WASHINGTON

Submitted to the Secretary of Commerce, approved.

JAN 22 1919

JAN 25 1919

1919 JAN 23 PM 1 30

Conway

Acting Commissioner

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

11—2314

MAR 26 1919 8 53 AM

5

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

MAR 27 1919

LIGHT MAR 26 1919 HOUSES

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

I, Arthur J. Woods

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

1919 MAR 27 AM 10 33

Arthur J Woods
(Appointee signs here)

[2] Sworn (See below) and subscribed before me, this [3] 17th day of March, A. D. 1919

(Affix official seal here)

[4] (Name) W W Washburn Jr

(Official title) Notary Public

My commission expires Feb 25-1920

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Keeper, (3rd Asst.) Present Lighthouse Service	$720.00 A.	Cape Flattery Light Station, Wash.
Keeper, (3rd Asst.) Former [5] Lighthouse Service	$720.00 A.	" " " " "

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

U. S. REPORT DATA ENTERED

CARDED

Office of Lighthouse Inspector, 17th District

Portland, Oregon (Address), March 21, 1919. (Date)

The above-named appointee entered upon duty on February 1, 1919. (Date) Nov 1 1918

1919 MAR 26 AM 10

Robert Boyd Mac

(Signature, followed by title) Superintendent.

[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—044

NOTICE OF CHANGE IN SALARY
KEEPERS -- LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

November 21, 1918.

r.MArthur J. Woods,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper of the Lighthouse Service has been changed from $540 per annum to $720 per annum, effective November 1, 1918, and to continue for a period not to exceed thirty days from the date of establishment of a register of eligibles for permanent appointment.

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

By direction of the Secretary:

Respectfully,

(Signed) Clifford Hussings.

Chief of Appointment Division.

ON BASIS OF THIS ACTION
DATED 10-30-18
1095-17

CARDED.

R
Ho

NOV 25 1918

Form 111.

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

5

LIGHT HOUSES DEC 17 1918

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEC 17 1918 1 24 PM

I, Mr. Arthur J. Woods

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.

☞ A J Woods
Arthur J Woods (Appointee signs here)

[2] (See below) and subscribed before me, this[3] 16th day of November, A. D. 1918

(Affix official seal here)

NOV 18 1918 WASH

NOV 16 1918

(Name) Lowrdastown

(Official title) Postmaster

CHIEF CLERK

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
3rd Assistant Keeper,		
Present Lighthouse Service	$540.00 A.	Cape Flattery Light Station, Wash.
Former[5] New appointee.		

1918 DEC 17 PM 15

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

Office of Lighthouse Inspector, 17th District

Portland, Oregon (Address), December 12, 1918 (Date)

The above-named appointee entered upon duty on October 21, 1918. (Date)

CARDED.

Robt H Warnock
(Signature, followed by title) Superintendent.

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

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

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

[4] This oath should be taken before a justice of the peace, notary public, judge, clerk of a court, or any other officer having authority to administer oaths, but never before a collector of customs, as he has no power to administer oaths in such cases. In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk.

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

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

11—944

GENERAL APPOINTMENT—FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON October 23, 1918.

Mr. Arthur J. Woods,

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 Five Hundred and Forty dollars per annum,

effective October 15, 1918, or as soon thereafter as you enter upon duty.

Your appointment will continue for a period not to exceed thirty days from the date of establishment of a register of eligibles for permanent appointment.

CARDED

APPOINTMENT DIVISION RECEIVED OCT 23 1918 DEPARTMENT OF COMMERCE

By direction of the Secretary:

Respectfully,

Signed Clifford Hastings.

R
Ho

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses

Vice: Owen H. Wayson,

Legal Residence: Washington.

11—1393

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RCH/LJR

LIGHT OCT 19 1918 HOUSES

OFFICE OF LIGHTHOUSE ~~INSPECTOR~~ Sup't, 17th DISTRICT,

Portland, Oregon, (City.) October 8, (Date.) 1918

1918 OCT 15 2 37 PM

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Temporary appointment for a period not to exceed thirty days from date of establishment of eligible register for the position.

CHIEF CLERK

Name, Arthur J. Woods — Legal residence, Washington.

Position, Third Ass't Keeper, L.H.Service. — Salary, $540 per annum.

1918 OCT 22 PM 3 29

Location, Cape Flattery Light Station, Wash. — Appropriation, Salaries, Keepers of Lighthouses.

Effective October 15, 1918, [1] ~~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:

APPOINTMENTS

Previous incumbent, Owen H. Wayson. — Services terminated, October 14, 1918.

1918 OCT 22 PM 4 50

Reason, Promoted.

Members of family in Government Service, None.

Remarks: Owing to foggy season the services of a Third Ass't Keeper are very desirable. Mr. Woods will be placed on duty on or about October 15, 1918.

Selection regular, subject to the action of the U. S. Civil Service Commission, OCT 14 1918, 191

F. A. Preston
Secretary, ELEVENTH Civil Service District.

R. C. Allen
CHIEF CLERK, 17th LIGHTHOUSE DISTRICT
In the absence and by direction of the Superintendent

BUREAU OF LIGHTHOUSES
WASHINGTON

OCT 19 1918

Submitted to the Secretary of Commerce, approved.

APPOINTMENT DIVISION MAIL AND FILES OCT 21 1918 DEPARTMENT OF COMMERCE

1918 OCT 22 PM 1 13

Cerway
Acting Commissioner

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

11—2314