

JU 3066

TO BE USED ONLY AS

OFFICIAL

PERSONNEL RECORD FOLDER

FOR

FEDERAL EMPLOYEE

UPON RECEIPT OF THIS FILE, ALL PAPERS SHOULD BE VERIFIED AS PERTAINING TO THE INDIVIDUAL CONCERNED. RETURN ANY PAPERS CONCERNING A DIFFERENT INDIVIDUAL TO THE OFFICE FROM WHICH THE FILE IS RECEIVED, OR TO THE DISCONTINUED PROJECTS BRANCH, A. G. O., IF THE PRESENT EMPLOYING STATION IS NOT INDICATED.

IF THIS FILE IS MISPLACED OR MISROUTED AND THE EMPLOYING OFFICE CANNOT BE DETERMINED, OR ON SEPARATION OF EMPLOYEE FROM DEPARTMENTS OF ARMY OR AIR FORCES EMPLOYMENT, OR ON TRANSFER TO A STATION OUTSIDE UNITED STATES, FORWARD FILE IN THIS FOLDER TO CHIEF, DISCONTINUED PROJECTS BRANCH, A. G. O.

ITEM NO. 53-F-4627



DEPARTMENT OF THE INTERIOR,
OFFICE OF THE SECRETARY.

S

FILE No. 23 1174

STATUS OF EMPLOYEES

-000-

JOHN FRANCIS, Jr.,

of

Kans.

Francis. John. Jr.



APPLICATION FOR APPOINTMENT IN THE CENSUS OFFICE.

To the DIRECTOR OF THE CENSUS, Washington, D. C.:

I, John Francis Jr, hereby apply for appointment
as Clerk in the Census Office, and declare that to the
best of my knowledge and belief the answers made by me to the following questions
are true, and that they are made in my own handwriting.

QUESTIONS.	ANSWERS.
1. Your Christian name and surname (in full)?	<u>John Francis Jr</u>
2. Are you a citizen of the United States?	<u>Yes</u>
If a naturalized citizen, when and where were you naturalized?	
3. Of what State or Territory are you a legal resident?	<u>Kansas</u>
How long have you been a legal resident thereof?	<u>24 years</u>
Of what town or city and county or parish are you a resident?	<u>Allen County</u>
How long have you been a resident thereof?	<u>8 years</u>
In what Congressional District of the State is your legal residence?	<u>At Large</u>
Name the present Member of the House of Representatives from your district.	<u>W J Bailey</u>
Your present post-office address?	<u>Colony, Anderson Co</u>

-4- Employed on the Topeka Mail and Breeze as reporter. Arthur
Capper editor and proprietor.

Employed as a special clerk during the months of May and June
in the U. S. Pension Agency, Topeka Kansas. Cyrus Leland Jr. Agent

Employed as clerk of the Committee on State Affairs, Kansas
State Legislature, session of 1899.

If so, in what capacity and for how long a period?

CENSUS OFFICE.
RECEIVED.

APPLICATION FOR APPOINTMENT IN THE CENSUS OFFICE.

To the DIRECTOR OF THE CENSUS, Washington, D. C..

I, John Francis Jr, hereby apply for appointment
 as Clerk in the Census Office, and declare that to the
 best of my knowledge and belief the answers made by me to the following questions
 are true, and that they are made in my own handwriting.

QUESTIONS.	ANSWERS.
1. Your Christian name and surname (in full)?	<u>John Francis Jr</u>
2. Are you a citizen of the United States?	<u>Yes</u>
If a naturalized citizen, when and where were you naturalized?	
3. Of what State or Territory are you a legal resident?	<u>Kansas</u>
How long have you been a legal resident thereof?	<u>24 years</u>
Of what town or city and county or parish are you a resident?	<u>Allen County</u>
How long have you been a resident thereof?	<u>8 years</u>
In what Congressional District of the State is your legal residence?	<u>At Large</u>
Name the present Member of the House of Representatives from your district.	<u>W J Bailey</u>
Your present post-office address?	<u>Colony, Anderson Co</u>
What is your present employment, if any; if none, how long have you been unemployed?	NOTE.—Reply to this question may be made on a separate sheet of paper, referring to the question by number.
State the history of your occupation and employment, so far as you have had any, and give name and address of your employer or employers as reference for your character and capacity.	
5. The day of the month and the year of your birth?	<u>May 6 1875</u>
Your age last birthday?	<u>24 years</u>
Where were you born?	<u>Idola, Allen Co, Kansas</u>
6. Your education. [Mention the kind of school at which you were educated; whether common school, high school, business college, academy, college, or professional school.]	<u>College, 2 years</u>
How old were you when you finally quitted school?	<u>23</u>
7. Are you married?	<u>No</u>
8. Were you employed on the work of the Tenth or Eleventh Censuses of the United States?	<u>No</u>
If so, in what capacity and for how long a period?	

QUESTIONS.	ANSWERS.
<p>9. Have you ever appeared for examination before a civil service board, either national or state? If so, please state whether national or state.</p> <p>Where and when were you examined?</p> <p>What was the grade or kind of examination?</p> <p>Did you fail to pass or were you successful?</p> <p>If successful, what was the average standing (percentage) secured by you at said examination?</p>	<p>No</p>
<p>10. Are you at present in the employ of the Government of the United States, and if so, in what office and in what capacity?</p> <p>Have you ever been in the civil service of the United States? If so, state when and where, and the cause of your leaving it.</p> <p>How many of your relatives do you know to be in the employ of the United States Government, and what is their relationship to you?</p>	<p>No</p> <p>None</p>
<p>11. Do you use intoxicating liquors as a beverage, and if so to what extent?</p>	<p>No</p>
<p>12. Are you physically capable of a full discharge of the duties of the position to which you are seeking employment?</p> <p>Have you any defect of sight?</p> <p>Have you any defect of hearing?</p> <p>Have you any defect of speech?</p> <p>Have you any defect of limb?</p>	<p>Yes</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p>
<p>13. If employed at the time of making this application, what salary or wages are you now receiving?</p> <p>State the special position or grade to which you wish to be appointed in the Census Office, and also the minimum salary which you are willing to accept.</p>	
<p>14. What experience have you had or what qualifications do you possess which specially fit you for fulfilling the duties of the position in the Census Office for which you hereby apply?</p> <p>Are you a stenographer, and if so, can you take dictation for correspondence only, or can you report a public address?</p>	<p>NOTE.—Reply to this question may be made on a separate sheet of paper, referring to the question by number.</p>

IN WITNESS WHEREOF, I have hereunto subscribed my name this 8th day of March, 1900, at _____, county of Allen, and State of Kansas

Applicant's signature, John Francis Jr

Post-office address, Geology, Kansas

Every applicant for appointment in the Census Office must furnish two "Statements concerning applicant," in the spaces provided herein, made out and signed respectively by two trustworthy and responsible persons, well known in the community in which they reside, and who are personally acquainted with applicant and with the facts to which they testify; they must have known applicant for at least one year, and must be legal residents of the state, territory, or district in which applicant claims legal residence, and one of them must reside in the city, town, county, or parish in which applicant claims a residence.

STATEMENT CONCERNING APPLICANT.

March 8th, 1890

I HEREBY CERTIFY that I have been personally acquainted with said applicant for Fifteen years years; that I have carefully read the inquiries contained in this application, and can testify to the truthfulness of the answers made thereto, as well as to the good moral character and temperate and industrious habits of applicant. I also believe said applicant to be well qualified for the position in the Census Office to which appointment is sought.

Name, Fred Coffield
City or Town, Colony
County and State, Allen Co. Kans.

STATEMENT CONCERNING APPLICANT.

March 8, 1900

I HEREBY CERTIFY that I have been personally acquainted with said applicant for eight years; that I have carefully read the inquiries contained in this application, and can testify to the truthfulness of the answers made thereto, as well as to the good moral character and temperate and industrious habits of applicant. I also believe said applicant to be well qualified for the position in the Census Office to which appointment is sought.

Name, E. J. Muteale
City or Town, Colony
County and State, Anderson Co. Kansas

12271

7-006.

104	DEPT. OF THE INTERIOR	RECEIVED
1903	APPOINTMENT DIVISION	FEB 17 1903

APPLICATION FOR APPOINTMENT.

Applicant will write his or her full name, post-office address, and date of application in the space below.

Name, *John Francis Jr*
City or Town, *Colony*
Congressional District No. *1st Large*
State or Territory, *Kansas*
Date, *March 8th 1900*

APPLIES FOR APPOINTMENT

as

-14- I have received a preparatory clerical training as may be seen in "4". As committee clerk it was often necessary for me to compile statistics and reports for the committee. Among them was a tabulated statement of the Permanent School Fund consisting of State, County, Township and School District bonds amounting to over \$6,000,000. together with all past due interest thereon. As a clerk in the U.S. Pension Agency I received a thorough training in copying and such matters. My newspaper training gives me some command in the use of the English language.

DEPARTMENT OF THE INTERIOR,
CENSUS OFFICE,

WASHINGTON, D. C., July 27, 1900.



Hon. William R. Merriam,

Director of the Census.

Sir:

I have the honor to recommend the promotion of Mr. John Francis, Jr., from the grade of Clerk at \$900 to that of Clerk at \$1,000 per annum, to take effect August 1, 1900.

Very respectfully,

Wm. B. Hunt
Chief Statistician.

Approved:

W. R. Merriam
Director.

fws

✓ Kans - H. J. Bailey

12271
 Aug 1-1902
 Continued 900 to 1000

104	DEPT. OF THE INTERIOR	RECEIVED
1903	APPURTENANT DIVISION	FEB 17 1903

DEPARTMENT OF THE INTERIOR
 CENSUS OFFICE

WASHINGTON, D. C., July 27, 1900.

Hon. William R. Merriam,

Director of the Census.

Sir:

I have the honor to recommend the promotion of Mr. John

Francis, Jr., from the grade of Clerk at \$200

to that of Clerk at \$1,000 per annum, to take effect

August 1, 1900.

Very respectfully,

Chief Statistician.

Very respectfully,

Director.

Chief Statistician.

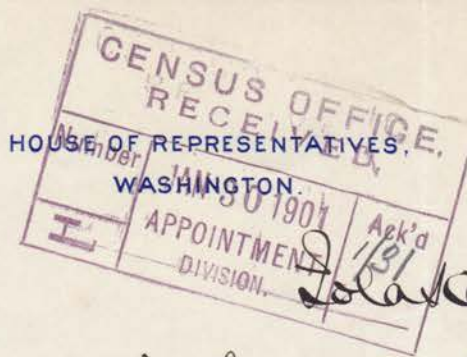
Approved:

[Signature]

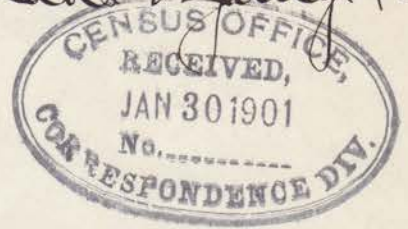
Director.

July 27, 1900.

R.D.



LaSalle 22 Jan 1901



Gen. Merriam, Census Director,
Washington D.C.

Dear Sir:

In view of the probable early reduction of the force in your office I wish to ask as a special favor that Mr. John Francis be retained as long as possible. I understand Mr. Francis ranked well in the office, so that it would be no detriment to the service to have him retained. He is especially anxious to be retained because it seems to be the only way for him to finish the course he has begun at the Columbian Law School. His father is Chairman of the Ways and Means committee in our legislature and a man highly esteemed in our State. = I do not know that a Congressman-elect is entitled to any consideration in such a matter as this, but if an exception could be made in my favor in this case, it would be greatly appreciated.

Very respectfully

Chas. F. Scott

Jan. 27-1901
Am. Chas. L. Scott to Di-
rector, requesting attention

104	DEPT. OF THE INTERIOR	RECEIVED
1903	APPOINTMENT DIVISION.	FEB 17 1903

HOUSE OF REPRESENTATIVES,
WASHINGTON.

Iola, Kansas, July 18, 1902.

Hon. W. R. Merriam,

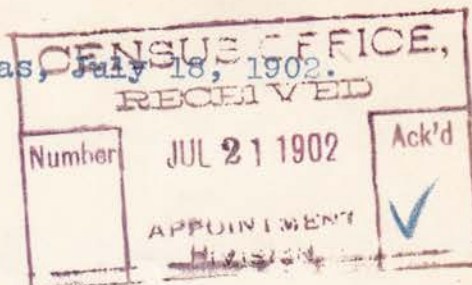
Director of the Census

Sir:

I am in receipt of your favor of July 8, advising me that you have appointed Mr. John Francis, Jr., as a clerk in the permanent census bureau, at a salary of \$4,000 per annum. In doing this you have conferred a personal favor upon me, which I acknowledge with many thanks, and which I trust I may be able at some time to reciprocate.

Yours very truly,

Chas. F. Scott.



309

July 18 - 1902
 Rep. Scott Thoms
 Director for App's Apt
 July 1 - 1902

104	DEPT. OF THE INTERIOR	RECEIVED
1903	APPOINTMENT DIVISION.	FEB 17 1903

M.R.B.

January 12, 1903.

The Director of the Census.

Sir:

It is proposed to transfer MR. JOHN FRANCIS, Jr., of Kansas, from the Census Office to the position of Clerk at \$1000 in the Secretary's Office, if such action meets with your approval. Please advise upon the subject at your early convenience, giving Mr. Francis' record in the Census Office, showing dates of appointment and promotions.

Very respectfully,

John G. ...
Acting Secretary.

M.R.B.

DEPARTMENT OF THE INTERIOR.
WASHINGTON.



The Director of the Census.

Sir:

It is proposed to transfer MR. JOHN FRANCIS, Jr., of Kansas, from the Census Office to the position of Clerk at \$1000 in the Secretary's Office, if such action meets with your approval. Please advise upon the subject at your early convenience, giving Mr. Francis' record in the Census Office, showing dates of appointment and promotions.

Very respectfully,

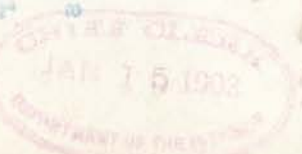
Thos Ryan
Acting Secretary.

WPM

Census Office,
Jan. 14, 1903.

Respectfully re-
turned to the Honorable
Secretary of the In-
terior, with the infor-
mation that John Francis,
Jr. was appointed a clerk
in this office, June 18, 1900,
at \$900, and was pro-
moted to \$1000 on
August 1, 1900. He is
still receiving the last
named salary. His record
in this office is entirely
satisfactory. There is,
however, no objection to
the proposed transfer, in
view of the fact that a
further reduction of the
force will be necessary
during the current fiscal
year.

Edward McCamery
Acting Director.



104	DEPT OF THE INTERIOR	RECEIVED *
1903	APPOINTMENT DIVISION.	FEB 4 1903

The Director of the Census.

Sir:

It is proposed to transfer Mr. JOHN FRANCIS, Jr.,

at \$1000 in the Secretary's Office, at such action meets

at Kansas, from the Census Office to the position of Clerk

at Kansas, from the Census Office to the position of Clerk

at Kansas, from the Census Office to the position of Clerk

at Kansas, from the Census Office to the position of Clerk

at Kansas, from the Census Office to the position of Clerk

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at Kansas, from the Census Office to the position of Clerk

at Kansas, from the Census Office to the position of Clerk

(SEE NEXT FOLD)

CENSUS OFFICE,
WASHINGTON, D.C.

January 30, 1903.

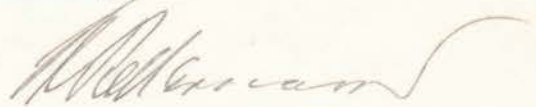
The Honorable,

The Secretary of the Interior.

Sir:

I received from the Acting Secretary an inquiry as to whether it would be satisfactory if Mr. John Francis, Jr. of this office, were transferred to the Department, to which inquiry an affirmative answer was made. I assumed that the transfer would be made. In view of the fact that a considerable reduction of the force must be made by the end of the current fiscal year, and work preparatory to that reduction has already begun, I should be pleased to know at as early a date as practicable whether the transfer of Mr. Francis is to take place.

Very respectfully,



Director.

gws

CENSUS OFFICE,
WASHINGTON, D.C.

January 30, 1903.

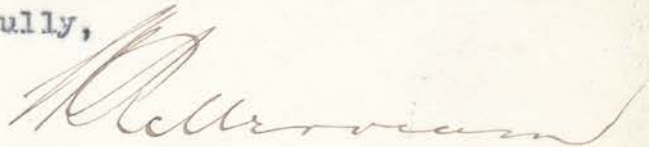
The Honorable,

The Secretary of the Interior.

Sir:

I received from the Acting Secretary an inquiry as to whether it would be satisfactory if Mr. John Francis, Jr. of this office, were transferred to the Department, to which inquiry an affirmative answer was made. I assumed that the transfer would be made. In view of the fact that a considerable reduction of the force must be made by the end of the current fiscal year, and work preparatory to that reduction has already begun, I should be pleased to know at as early a date as practicable whether the transfer of Mr. Francis is to take place.

Very respectfully,



Director.

9005

104 1903	DEPT OF THE INTERIOR	RECEIVED ☆
	APPOINTMENT DIVISION.	FEB 4 1903

The Director of the Census.

WASHINGTON, D.C.
CENSUS OFFICE.

JANUARY 30, 1903.



OFFICE

I received from the Acting Secretary of the Interior

on the 27th inst. a letter from the Acting Secretary of the Interior, in which

he informed me that the Acting Secretary of the Interior had received from the

Acting Secretary of the Interior a letter from the Acting Secretary of the Interior

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in which he informed me that the Acting Secretary of the Interior had received from the

Acting Secretary of the Interior a letter from the Acting Secretary of the Interior

Acting Secretary of the Interior

Director.

Order for Reinstatement, Promotion, Reduction, or Transfer.

104	DEPT OF THE INTERIOR	RECEIVED
1903	APPOINTMENT DIVISION.	FEB 4 1903

Department of the Interior,

To the Chief of the Appointment Division. ✓

Prepare a *transfer* for
John Francis, jr.
of *Kansas*
to be a *Clerk*

at \$ *1000*
in the *Secretary's*

by *transfer* from
Clerk at \$ *1000*

in the *Census Office*

to take effect *on entering on duty 189*

vice *Miss M. Rabun*

resigned.

E. A. Micklecock

Secretary.

Feb 4 189 *1903* *YR*

ACTION.

Feb. 5 1903 Transferred.
189

DEPARTMENT OF THE INTERIOR.
WASHINGTON.

February 11, 1903.



Mr. John W. Langley,
Disbursing and Acting Appointment Clerk,
Census Office.

Sir:

Please note hereon, and return to me, the appointment,
etc., record of JOHN FRANCIS, jr., who was recently trans-
ferred from the Census Office to the Office of the Secretary.

Very respectfully,

W. H. Lawrence
Chief of the Appointment Division.

104 1903	DEPT. OF THE INTERIOR APPOINTMENT DIVISION.	WPM FEB 14 1903
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Census Office,
February 13, 1903.

Respectfully returned
to Mr. J. W. Holcombe, Chief
of Appointment Division, In-
terior Department, with the
information that John Francis,
Jr. was appointed in this
office on June 18, 1900, at
\$900 per annum, and promoted
to \$1000 August 1, 1900. The
original papers recently re-
quested in this case will be
transmitted under separate
cover.

Geo. Wherry
Disbursing Clerk
Acting as Appointment Clerk.

Feb. 17, 1903. Noted on record-card. GH

WASHINGTON
DEPARTMENT OF THE INTERIOR

February 17, 1903.

Mr. John W. Holcombe,

Disbursing and Acting Appointment Clerk,

WPM

MEMORANDUM.

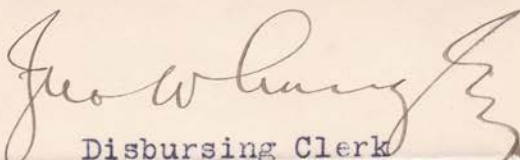
CENSUS OFFICE,

APPOINTMENT DIVISION.

February 16, 1903.

John Francis, Jr.

Mr. Francis passed the Census Office examination for a clerical position on March 23, 1900, receiving a rating of 76.30 per cent.


Disbursing Clerk
Acting as Appointment Clerk.

104	RECEIVED
1903	FEB 17 1903

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1-297.

Department of the Interior,

To the Chief of the Appointment Division:

104
1907

Prepare an appointment for
John Francis, jr.
of Kansas
to be a clerk

at \$16.00

in the Office of the Asst. Attorney General
by promotion + transfer from clerk

at \$14.00

in the Office of the Secretary

to take effect August 1, 1907.

vice Joseph W. Howell, promoted.

John E. Wilson
Acting Secretary.

July 31, 1907
Promoted J.W.H.

ACTION.

, 1907,

23-1174

April 4, 1907.

For Secretary's order for detail of JOHN FRANCIS, Jr.
to Office of Indian Affairs .

See 15 25 Sec'y Office

Clerk @ \$1600 in Office of the Asst. Attorney General
by promotion and transfer from Clerk
@ \$1400 in Office of the Secretary
vice Joseph W. Howell, promoted.
Effect August 1, 1907.

1-280.



OATH.

(Section 1757, United States Revised Statutes.)

I, John Francis Jr

do solemnly Swear that I will support and defend the Constitution of the
United States against all enemies, foreign and domestic; that I will bear true faith
and allegiance to the same; that I take this obligation freely, without any mental
reservation or purpose of evasion; and that I will well and faithfully discharge the
duties of the office on which I am about to enter: So help me God.

John Francis Jr

Sworn to and subscribed before me this 1st

day of August, A. D. 1907

Edward M. Dawson
Chief Clerk Notary Public

Aug. 5, 1907,
Reported to Disbursing Clerk;
(as to both rolls) } M.E.C.

The following to be filled out in the Bureau in Washington:

OATH OF

[Surname first, Miss or Mrs. (if appropriate) and full Christian name.]

as [Title of position, and salary.]

[Name of bureau.]

[Appointment, reinstatement, transfer, promotion, etc.]

vice

Date of oath, 190

Entered on duty, 190

H.R.K.

December 21, 1907.

John Francis, Jr.,

Clerk of Class Three in the Office of the Assistant Attorney-General
Office of Indian Affairs,

December 13, 1907

Detail
Record, Index and Roll Cards noted

By *St* Appointment Division, 12/21 1907

James E. Wilson
Asst.

Chief Clerk of the Department,

Commissioner of Indian Affairs.

John
H. R. K.

May 9, 1908.

Mr. John Francis, Jr.,

Clerk of Class Three, Office of the Assistant Attorney-General

Office of Indian Affairs,

April 11, 1908

James C. McLaughlin
Assistant

Assistant Attorney-General

Commissioner of Indian Affairs.

Detail
Record, Index and Roll-Cards noted
By *etf* Appointment Division, 5/11 1908

1-280 a.	
DEPT. OF THE INTERIOR.	RECEIVED *
APPOINTMENT DIVISION.	JUL 3 1908

OATH OF OFFICE.

(Section 1757, United States Revised Statutes.)



The following to be filled out in the Bureau in Washington:

Indian Bureau
[Name of bureau.]
Promotion from Sec. Office
[Appointment, reinstatement, transfer, promotion, etc.]
Class 4 \$1800
[Title of position, and salary.]
vice *Arthur G. Elston*
Entered on duty (or took effect) *July 1*, 190*8*

W. B. Cook
Clerk Indian Office

I, *John Francis Jr.*
[Miss or Mrs. (if appropriate), and full first name.]

do solemnly *swear* that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter: So help me God.

John Francis Jr.

Department of the Interior,
Indian OFFICE.

Sworn to and subscribed before me this *1st*
day of *July*, A. D. 190*8*

J. M. Conser

Chief Clerk.

DEPARTMENT OF THE INTERIOR,

WASHINGTON

23-1174
August 7, 1909

2/23
JAP
Education-
Appointments.
H V B

Designation of
Special Disburs-
ing Agent.

Mr. John Francis, Jr.,
Acting Chief Clerk,
Office of Indian Affairs.

Sir:

In connection with your regular duties in the Office of Indian Affairs, you are designated a Special Disbursing Agent for the purpose of paying the expense of investigations in the field for which you may be detailed from time to time and you are required to file an official bond in the penal sum of \$1000.

Very respectfully,

James H. ...
Assistant Secretary.

Through the Commissioner of Indian Affairs.

Reported to Disbursing Clerk

By *JM* Appointment Division, 7/1

1908

Recorded as to Vacancies

By *CH* Appointment Division, 6/6

1908

Record, Index and Roll-Cards noted

By *B*

Appointment Division, 6/6

1908

Noted.

Department of the Interior
Washington
June 5 1908
John Francis, Jr., of Kansas
Clerk of Class Three
Office of Indian Affairs

July 1 1908

Promotion & transfer

Class Three, Office of the Asst. Atty.

General- Vice Arthur G. Elston, transferred.

James H. ...

Noted for Dept. Registers 6-10-1908

By *RB* Appointment Division,



TREASURY DEPARTMENT

WASHINGTON August 12, 1909.



23-1174
file

The Honorable

The Secretary of the Interior.

Sir;

I have the honor to acknowledge receipt, by reference from you, of the official bond of John Francis, Jr., of the Office of Indian Affairs, to be a Special Disbursing Agent. The said bond which is given in the penal sum of one thousand dollars (\$1,000.), and is dated August 9, 1909, will be placed on file in this office.

Respectfully,

Acting Secretary.

2

EDH

DEPARTMENT OF THE INTERIOR,
WASHINGTON.

June 17 , 1910

JOHN FRANCIS, Jr. OF KANSAS

is hereby appointed a

LAW CLERK

at a salary of \$ 2000

to take effect June 18, 1910

by promotion from Clerk Class 4, \$1800

Vice Bascom Johnson, transferred to the Field.

Assistant Secretary.

Record, Index and Roll-Cards noted
By *B* Appointment Division, *6/24/10*

DEPARTMENT OF THE INTERIOR,

C C
M S C

OFFICE OF INDIAN AFFAIRS.

WASHINGTON.

June 18, 1910.

J. Francis, jr.

The Honorable

Secretary of the Interior.

Sir:

In forwarding the inclosed appointment of John Francis, jr., promoting him from Clerk, Class 4, \$1800, to the position of Law Clerk at \$2000, I desire to explain that Mr. Francis is a graduate of a law school, and has been admitted to practice law in the District and before the Supreme Court. He has had experience in dealing with legal questions, both in the Office of the Secretary and in this Office; in fact he has been constantly engaged in the handling of legal matters which have come before the Department.

Very respectfully,

Reel Vol 1000

Commissioner.

MWC

*Hauck says Francis's appn.
is temporary.*

Caro

1174

C C
M S C

J. Francis, jr.

June 18, 1910.

The Honorable

Secretary of the Interior.

Sir:

In forwarding the inclosed appointment of John Francis, jr., promoting him from Clerk, Class 4, \$1800, to the position of Law Clerk at \$2000, I desire to explain that Mr. Francis is a graduate of a law school, and has been admitted to practice law in the District and before the Supreme Court. He has had experience in dealing with legal questions, both in the Office of the Secretary and in this Office; in fact he has been constantly engaged in the handling of legal matters which have come before the Department.

Very respectfully,

Commissioner.

MWC

DEPARTMENT OF THE INTERIOR

WASHINGTON

ADDRESS ONLY
THE SECRETARY OF THE INTERIOR

Education-
Schools
J H D

Detail.

John Francis, Jr., Esq.,

Acting Chief Land Division,

Indian Office, Washington, D. C.

Sir:

You are hereby directed, at the close of the leave of absence heretofore granted you, to proceed, for the purpose of inspecting Indian land matters, from Haskell Institute, Kansas, to Denver, Colorado, and take up the following itinerary, Uintah Agency, etc., Utah, Fort Hall School and Agency, Idaho, Umatilla School and Agency, Oregon, Warm Springs School and Agency, Oregon, and Klamath School and Agency, Oregon, and return to Washington, D. C.

All of your actual and necessary expenses for subsistence and transportation, including sleeping-car fare and incidentals, while on this detail will be allowed and paid from "Contingencies, Indian Department, 1911." This authority is not to exceed \$350.

Very respectfully,

8-MT-9=11930

First Assistant Secretary.

DEPARTMENT OF THE INTERIOR,

C C
M S C

OFFICE OF INDIAN AFFAIRS.

WASHINGTON.

June 18, 1910.

J. Francis, jr.

The Honorable

Secretary of the Interior.

Sir:

In forwarding the inclosed appointment of John Francis, jr., promoting him from Clerk, Class 4, \$1800, to the position of Law Clerk at \$2000, I desire to explain that Mr. Francis is a graduate of a law school, and has been admitted to practice law in the District and before the Supreme Court. He has had experience in dealing with legal questions, both in the Office of the Secretary and in this Office; in fact he has been constantly engaged in the handling of legal matters which have come before the Department.

Very respectfully,

R.
Commissioner.

MWC

*Francis says Francis's app.
is temporary.*

Leav

COPY OF COMMISSION (FORM 1-256) FOR THE RECORDS AND FILES.

THE UNITED STATES OF AMERICA.

TO ALL TO WHOM THESE PRESENTS SHALL COME, GREETING:

KNOW YE That, reposing special confidence in the integrity and ability of John Francis, Jr. of

I do appoint him Chief of Division, Office of Indian Affairs,

and do authorize and empower him to execute and fulfill the duties of that Office according to law, and to hold the same with all the rights and emoluments thereunto pertaining during the pleasure of the Secretary of the Interior for the time being.

Salary Twenty-two hundred and fifty dollars (\$2250) per annum by promotion from Law Clerk, \$2000.

Given under my hand and the Seal of the Department of the Interior at the City of Washington, the [Seal.] 11th day of November

A. D. 1910, and of the Independence of the United States the 135th.

Record, Index and Roll-Cards noted

By B Appointment Division, 11/18 1910

Richard A. Ballinger

Secretary of the Interior.

This Commission was put before Secretary by 2d Asst. Commissioner of Indian Affairs Hauke, so did not go through usual channels and initials. *So said Mr. Loker. Oct. Nov. 12.*

Ed. Exp.

H V B

5

NOV 25 1914

125832

Mr. John Francis, Jr.,

Office of Indian Affairs.

My dear Mr. Francis:

You are hereby directed to visit the Chillicothe Indian School, Euchaee Boarding School, and Jones Male Academy, Oklahoma, for the purpose of making inspections and reporting on conditions existing at said schools.

Under the above detail you will be allowed your actual necessary traveling expenses, including sleeping-car fare and incidentals, and your actual expenses of subsistence (not exceeding \$3.00 a day); \$100 having been set aside for the purpose from the appropriation "General Expenses, Indian Service, 1915."

Respectfully,

(Signed) Cato Sells

Commissioner.

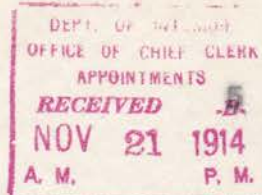
Approved: NOV 25 1914

First Assistant Secretary.

11-ROOM-14

Carbon for Secretary's Office.

Ed. Map.
H V B



123942

NOV 20 1914 2 32

Mr. John Francis, Jr.,

Office of Indian Affairs.

My dear Mr. Francis:

You are hereby authorized to visit the Hampton Institute, Virginia.

While on this detail you will be allowed your actual necessary traveling expenses, including sleeping-car fare and incidentals, and your actual expenses of subsistence (not exceeding \$3.00 a day), \$50 having been set aside for the purpose from the appropriation "General Expenses, Indian Service, 1915."

Very truly yours,

(Signed) Cato Sells

Commissioner.

Approved: November 21, 1914.

(Sgd.) JAMES I. PARKER
Acting Assistant Secretary.

11-RSM-19

Carbon for Secretary's Office.

DEPARTMENT OF THE INTERIOR

Education-
Employees
56255-1911
H V B

WASHINGTON, July 5, 1911.

Termination
of services.

Mr. John Francis, Jr.,

Office of Indian Affairs,

Washington, D. C.

Sir:

In compliance with your request of June 26, 1911,
your services as a Special Disbursing Agent are hereby
terminated, effective June 30, 1911.

Respectfully,

6-LL-28

Carmi A. Thompson
Assistant Secretary.

Through the Commissioner
of Indian Affairs.

DEPARTMENT OF THE INTERIOR

OFFICE OF INDIAN AFFAIRS

WASHINGTON

MEMORANDUM

Before Commissioner Sells left the city he planned to have Mr. Francis, Chief of the Education Division of this Office, visit certain schools and reservations in the northwest. He has just wired for Mr. Francis to meet him at Rapid City, and then to visit certain schools and reservations. The Commissioner will personally inform him what points to visit.

EBM

File No.	
INDIAN OFFICE	FIELD OFFICE

DEPARTMENT OF THE INTERIOR

U. S. INDIAN SERVICE

Ed. Exp.
B. S. G.
TRAVEL ORDER.

Washington

AUG 10 1916, 191

Mr. John Francis, Jr.,

Office of Indian Affairs.



Sir:

(1) You are hereby authorized and directed to proceed to the
Rapid City Indian School, South Dakota,
for the purpose of conferring with Commissioner Wells, and there-
after visit such Indian schools and reservations as he may direct.

(2) Subject to the limitations prescribed in the travel regulations approved by the Secretary of the Interior September 30, 1914, while away from your headquarters at Washington under this order, you will be allowed actual and necessary traveling expenses, including fares on railroads, sleeping cars, parlor cars, steamboats, stages, street cars, cabs, and omnibuses; livery hire; ferriage; road and bridge tolls; portage on trains; baggage transfers, and fees for handling and checking hand baggage.

(3) While absent from headquarters, and not at home, you will also be allowed actual and necessary expenses for meals, waiter fees, lodging and baths, the aggregate of which shall not exceed

\$ 4.00 for any one day.

(4) Immediately upon completion of the duty herein assigned you, a voucher for reimbursement of expenses actually paid by you must be furnished to this Office. Transportation requests numbered 88926 to 88950 inclusive, have been issued for your use, and must be specifically referred to in the voucher, which must also bear reference to this order by number appearing in upper left-hand corner thereof. Original order must be attached to first voucher rendered thereunder, and a reference to such voucher must be made on any subsequent vouchers.

Respectfully,

Assistant Commissioner.

Approved: AUG 10 1916

6-5025

First Assistant Secretary.

Carbon for Secretary's Office



Statement Concerning John Francis, Jr.

Mr. Francis has been in the Indian Office for a number of years, having served as Chief of the Land Division, Law Clerk and Chief of the Education Division. He is a graduate of St. John's Military School, Manlius, New York, attended the University of Kansas two years, and graduated from Columbian Law School, now George Washington Law School.

Mr. Francis has a large amount of knowledge concerning the Indians and their affairs which especially fits him to handle a superintendency. It is believed that he is fully competent to administer affairs at the Carlisle School.

Ed. Exp.
H V B



MAR -7 1917

My dear Mr. Secretary:

On February 19, 1917, John Francis, Jr., Chief of Division of this Office, was appointed Superintendent of the Carlisle Indian School, Pennsylvania, and required to file a bond in the penal sum of \$50,000 as a Special Disbursing Agent.

Under the new schedule fixing the amounts allowed under official bonds, a bond of \$40,000 will be sufficient to cover the financial responsibilities of the Superintendent of the Carlisle School, and therefore it is respectfully requested that Mr. Francis be allowed to file a bond in that amount instead of in the amount of \$50,000 as specified in his appointment.

Sincerely yours,

(Signed) Cato Sells

Approved:

MAR -7 1917

Commissioner.

(Sgd.) BO SWEENEY.

Assistant Secretary.

The Honorable,

The Secretary of the Interior.

Carbon for Secretary's Office.



9
FEB 19 1917



Howe
Mr. John Francis, Jr.,
Chief Education Division.

Sir:

The Civil Service Commission having issued the necessary certificate, you are hereby transferred from the position of Chief of Division at \$2250 a year and appointed Superintendent of the Carlisle Indian School, Pennsylvania, at a salary of \$2500.

In connection with this appointment you are hereby designated a Special Disbursing Agent and required to file an official bond in the penal sum of \$50,000 for the faithful performance of your duties.

Full instructions relative to the preparation of your bond and receipting for the property will be given you in another letter.

Respectfully,

(Signed) Cato Sells

FEB 19 1917

Commissioner.

Approved:

(Signed) Franklin K. Lane.

Carbon for Secretary's Office.

1916-Noted on record card

7/24

Appointment Section

Carbon only
(SIGNED WHEN REC'D IN M. & F.)

The Carlisle Arrow

A WEEKLY NEWSPAPER PRINTED DURING THE SCHOOL YEAR BY THE STUDENTS OF THE CARLISLE INDIAN SCHOOL

VOLUME XIII

CARLISLE, PA., MARCH 2, 1917.

NUMBER 25

THE NEW SUPERINTENDENT OF CARLISLE.

Last Friday evening Commissioner Sells announced, in the school auditorium, the appointment of Mr. John Francis, Jr., as superintendent of the Carlisle School to succeed Mr.



JOHN FRANCIS, Jr.

Newly appointed Superintendent of the Carlisle Indian School.

O. H. Lipps, who has been promoted to the position of chief supervisor of Indian schools.

Carlisle is to be congratulated on the appointment of so able a man as head of this great institution. Mr. Francis is a native of Kansas, and received his early education in the public schools at Topeka. He then attended St. John's Military School at Manlius, N. Y., and is a graduate of that institution. He attended the University of Kansas for two years, pursuing the course leading to the degree of B. A., and

is a member of the Phi Kappa Psi fraternity. Later he graduated from the Columbian University Law School, now George Washington University, Washington, D. C., with the degree of LL. B.

He has been in the Indian Service for a number of years, and was for three years chief of the land division of the Indian Office. For the past four years he has been chief of the education division in the Indian Bureau. By education, training, and experience he is well qualified to direct the destinies of a large Indian training school such as Carlisle.

Mr. Francis is married but has no children, and while the "big house" may not be as fully occupied as it has been during the past three years, still it will be well occupied, and Carlisle extends to its new "Chief" and his estimable wife the right hand of fellowship and a glad and hearty welcome.

DEPARTMENT OF THE INTERIOR

WASHINGTON

FEB 18 1918

Dear Mr. Secretary:

I have to report that John Francis, Jr., Superintendent and Special Disbursing Agent at the Carlisle Indian School, was delinquent in submitting to the Indian Office Voucher No. 1, Abstract of Bank Accounts, pertaining to his cash account for the quarter ended December 31, 1917. In a letter to the Indian Office dated February 9, Mr. Francis reports that the work of his office during the quarter was exceptionally heavy and that his office force had been reduced and that for these reasons the delinquency could not be avoided.

I recommend that you waive the delinquency as provided for by the Act of Congress approved July 31, 1894 (28 Stats. L. 162-209).

Cordially yours,

(Sgd.) S. G. HOPKINS,

Assistant Secretary.



To Secretary

FEB 18 1918

For sign The Honorable,

The Secretary of the Treasury.

Ed-Emp
54948-18
H V B

DEPARTMENT OF THE INTERIOR

OFFICE OF INDIAN AFFAIRS

WASHINGTON



JUL 17 1918

The Honorable

The Secretary of the Interior.


Sir:



I have the honor to report that Claud V. Peel entered on duty July 1, 1918, as Traveling Auditor, Indian Service, under his appointment of June 3, 1918.

On July 3, 1918, Mr. Peel receipted to John Francis, Jr., for all property, etc., belonging to the Carlisle Indian School, Pennsylvania, and assumed charge thereof as Traveling Auditor in Charge. The last day of service of John Francis, Jr., as Superintendent of that School, was July 2, 1918, by reason of resignation.

Very truly yours,


Assistant Commissioner

7-PCA-15

Copy to Auditor for the Interior Department.

July 18, '18. Recorded on hand card. St

REFER IN REPLY TO THE FOLLOWING:

DEPARTMENT OF THE INTERIOR
OFFICE OF INDIAN AFFAIRS
WASHINGTON

AUTHORITY

MAR -7 1917



FOR FILE

Hawes

My dear Mr. Secretary:

On February 19, 1917, John Francis, Jr., Chief of Division of this Office, was appointed Superintendent of the Carlisle Indian School, Pennsylvania, and required to file a bond in the penal sum of \$50,000 as a Special Disbursing Agent.

Under the new schedule fixing the amounts allowed under official bonds, a bond of \$40,000 will be sufficient to cover the financial responsibilities of the Superintendent of the Carlisle School, and therefore it is respectfully requested that Mr. Francis be allowed to file a bond in that amount instead of in the amount of \$50,000 as specified in his appointment.

Sincerely yours,

Commissioner.

Approved:

MAR -7 1917

Assistant Secretary.

The Honorable,

The Secretary of the Interior.

Ed. Exp.
18528-17
H V B

MAR 10 1917

Mr. John Francis, Jr.,

Chief Education Division.

My dear Mr. Francis:

In connection with your appointment as Superintendent of the Carlisle Indian School, Pennsylvania, there is enclosed herewith a blank bond together with a supply of signature cards. Please sign the bond, having your signature attested by two witnesses and subscribe to the oath of office on the reverse side. The signature cards should be filled out in triplicate in accordance with the instructions thereon.

You will be required to receipt as per an inventory to Superintendent Lipps for all property shown to be on hand belonging to the United States. If the inventory agrees with the list of property on hand as shown by his final property return, your receipt may be taken on the last page thereof; otherwise the inventory should be prepared in the form of a separate list and attached to the property return. You will also be required to receipt for any funds designated as Individual Indian Moneys and Special Deposits, but not for Miscellaneous Receipts, Classes IV and V. (See amended Sections Nos. 17, 290 and 293 to Indian Office Regula-

Carbon for Indian Office,

tions 1904.)

As a disbursing officer of this Department you will be required to render quarterly accounts in accordance with Section No. 336, and your first accounts and your salary will begin with and include the date you receipt for the property and assume charge, which date should be reported to the Office immediately by wire.

Full instructions relative to estimating for funds and the proper manner of caring for same are contained in Sections Nos. 343 to 378 inclusive.

You are instructed to notify the Secretary of the Interior by letter when you receive the Department Telegraph Codewhich Superintendent Lippe has been directed to leave in the office.

There are enclosed herewith for your use copies of form 1231 (in duplicate) and Circular No. 8.

Very truly yours,

(Signed) E. B. Meritt

Assistant Commissioner.

2-RSM-38

JU 3066

5-349 d

INDIAN OFFICE.

FILES.

CAUTION!

Positively no papers to be added to or taken from this file, except by an employee of the Mails and Files Division.

By order of

E. B. MERITT,

Asst. Commissioner.

4-4345

RETIRED

~~ACTIVE~~

Francis - John (jr)

File No.

Ed-L & O
R C G

File 2 1 7

AUG 19 1918

Mr. Claud V. Peel,
Traveling Auditor in Charge,
Carlisle School.

My dear Mr. Peel:

Status file Referring to Mr. John Francis Jr. former Superintendent, who has entered the military service, please furnish the Office his present military address.

Very truly yours,

(Signed) **C. F. Hauke**

Chief Clerk.

8-FLW-16

ORIGINAL COPY - FOR FILE

JOHN FRANCIS, JR.
SUPERINTENDENT



DEPARTMENT OF THE INTERIOR
UNITED STATES INDIAN SCHOOL
CARLISLE, PA.

File

August 22, 1918.



The Honorable
Commissioner of Indian Affairs,
Washington, D. C.

Sir:

Replying to Office letter of August
19, 1918, I have to advise that the military
address of Mr. John Francis, Jr. is as
follows:

*Status
file*

"Lieut. John Francis, Jr.,
16th Batt., U. S. G., N. A.,
Fort Niagara, Youngstown, N. Y."

FILED BY I. D.

Respectfully,

C. V. Peck

Trav. Aud. in Chge.

EDS

L+O,

U. S. INDIAN SCHOOL,
CARLISLE, PA.

RECORD OF EMPLOYEES IN INDIAN SERVICE

JAN 4 1918

1 Name (in full) **Francis, John Jr.**
(Surname first. For women indicate Miss or Mrs.)

2 Position **Superintendent U. S. Indian School, Carlisle, Pa.**.....

3 Salary **\$2500**.....

4 Birth date: Year..... **1875** Month.... **May** ... Day.. **6th**...

5 Date of original appointment in U.S. Government Service, with
entrance grade and salary.
Temporary **June 6, 1900**... Permanent **July 1, 1902**.....

6 Total length of service in U. S. Government ... **17 years**.....

7 State, Territory or foreign country)
of birth. (do not give town)) **Kansas**.....

8 Race **White** $6\frac{1}{2}$ Sex ... **male**.....

9 Marital condition ... **Married**.....

10 If married female, are you married to a citizen of the United States

11 If naturalized give date and place of naturalization

12 If not naturalized, have you filed your declaration of intention.....

13 If so, when and where

14 Were your parents native born or naturalized citizens? **Father, Englishman (naturalized) - Mother, American**

15 Do you claim citizenship by reason of naturalization of your parents **no**...

16 If so, give date and place of their naturalization

17 State your age at the time of naturalization

18 Have you rendered naval or military service in any foreign country **no**.....

19 Have you any property or other interests in any foreign country **no**

20 If so, state place and nature thereof

21 Appointed from: State ... **Kansas** Congressional district .. **2nd**.....

22 Place of employment: City ... **Carlisle** State **Pa.**.....

Ad.-Emp.
54948-18
H V B

7

JUL 17 1918

The Secretary
of the Treasury.

Sir:

By direction of the Secretary of the Interior, I have the honor to inform you that the last day of service of John Francis, Jr., as Superintendent of the Carlisle Indian School, Pennsylvania, under his bond dated March 13, 1917, in the amount of \$40,000.00, was July 3, 1918, by reason of resignation.

Respectfully,

(Signed) E. B. Meritt

7-PCA-15.

Assistant Commissioner.

FILED BY A. G. B.

Copy to Auditor for the Interior Department.

INITIALING COPY - FOR FILE

Ed-Emp
54048-18
H V B

Mr. John B. Clark, General Agent,
Maryland Casualty Company,
Metropolitan Bank Building,
Washington, D. C.

JUL 17 1918

Sir:

You are advised that John Francis, Jr., was relieved on July 2, 1918, as Superintendent of the Carlisle Indian School, Pennsylvania, in which position he was responsible under a bond of \$40,000.00, executed by your Company on March 13, 1917.

Very truly yours,

(Signed) E. B. Meritt

Assistant Commissioner.

7-PCA-15.

INITIALING COPY - FOR FILE

CLASS OF SERVICE	SYMBOL
Day Message	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

If none of these three symbols appears after the check (number of words) this is a day message. Otherwise its character is indicated by the symbol appearing after the check.

WESTERN UNION TELEGRAM



NEWCOMB CARLTON, PRESIDENT

GEORGE W. E. ATKINS, FIRST VICE-PRESIDENT

CLASS OF SERVICE	SYMBOL
Day Message	
Day Letter	
Night Message	
Night Letter	

If none of these three symbols appears after the check (number of words) this is a day message. Otherwise its character is indicated by the symbol appearing after the check.

RECEIVED AT WYATT BUILDING, COR. 14th AND F STS., WASHINGTON, D. C.

A314P 32 COLL GOVT

CAJLISLE PENN 133P 2

COMMISSIONER OF INDIANA AFFAIRS

WASHINGTON

ACCORDANCE OUR VERBAL UNDERSTANDING HEREBY RESIGN AS SUPERINTENDENT
OF CARLISLE TO ENTER ARMY AT CLOSE OF BUSINESS TODAY HAVE PLACED
SCHOOL IN CHARGE OF PEEL

✓ FRANCIS.

1918 JUL 2 PM 2 11

CH *cl*



Chapman

940
10-10

Chapman

Day

Western Union

Carlisle

July 3, 1918.

John

Francis, Superintendent,

Carlisle, Pennsylvania.

Your resignation as Superintendent Carlisle
Indian School hereby accepted as tendered
effective at the close of July two.

Education
55818-19
BSG

Cato Kille
Commissioner.

7 HCB 3

FILED BY I. D.

Initialing Copy - For File.

Inspection
51610-1918
J H D

2

JUN 21 1918

Dear General:

Status

I thank you for your letter of the 18th inst., and have notified Mr. John Francis, Jr., Superintendent at Carlisle, Pennsylvania, that you have made arrangements so that his services would not be required in the United States Guards, National Army, until July 2nd.

Sincerely yours,

(Signed) Cato Sells
Commissioner.

Major General J. McI. Carter,
Chief, Militia Bureau,
United States Army.

6-CRP-20

INITIALING COPY - FOR FILE.

WAR DEPARTMENT
MILITIA BUREAU
WASHINGTON

June 18, 1918.

Handwritten initials



Honorable Gato Sells,
Commissioner of Indian Affairs,
Department of the Interior,
Washington, D. C.

My dear Mr. Sells:

In reply to your letter of June 14th, concerning
Mr. John Francis, Superintendent of the Indian School, Carlisle,
Pennsylvania, you are informed that arrangements will be made to
secure the services of Mr. John Francis in the United States
Guards, National Army, commencing July 2nd, in order to allow
him sufficient time to close his accounts as Disbursing Officer
at the Indian School, at Carlisle, Pennsylvania.

Yours very truly,

J. M. G. Carter

J. M. G. Carter,
Major General, National Army,
Chief, Militia Bureau.

Inc

DAY

CARLISLE

June 20, 1918.

~~XXXXXX~~ Western Union

John Francis, Superintendent,

Carlisle, Pennsylvania.

Following telegram received from Simpson, Governors Island nineteenth: quote, reference your telegram June fifteenth releasing John Francis Junior Carlisle School on June twentieth. Later developments permit his retention at school until July second as per your request, quote, with which you will please comply.

Cato Kelly

Commissioner.

Inspection
J H D

d

DAY

W U

June 20, 1918.

Simpson,

Governors Island, New York.

Your telegram nineteenth. Superintendent Francis directed
to comply therewith.



Commissioner.

Inspection

J H D

CLASS OF SERVICE	SYMBOL
Day Message	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

If none of these three symbols appears after the check (number of words) this is a day message. Otherwise its character is indicated by the symbol appearing after the check.

WESTERN UNION TELEGRAM

NEWCOMB CARLTON, PRESIDENT

GEORGE W. E. ATKINS, FIRST VICE-PRESIDENT

CLASS OF SERVICE	SYMBOL
Day Message	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

If none of these three symbols appears after the check (number of words) this is a day message. Otherwise its character is indicated by the symbol appearing after the check.

RECEIVED AT WYATT BUILDING, COR. 14th AND F STS., WASHINGTON. D. C.

A410NY 35 GOVT

GOVERNORS ISLAND NY 235P 19

COMMISSION OF INDIAN AFFAIRS

WASHINGTON

REFERENCE YOUR TELEGRAM JUNE FIFTEENTH RELEASING JOHN FRANCIS JUNIOR
CARLISLE SCHOOL ON JUNE TWENTIETH PERIOD LATER DEVELOPMENTS HERMIT
HIS RETENTION AT SCHOOL UNTIL JULY SECOND AS PER YOUR REQUEST
SIMPSON .

JUN 19 PM 3

[Handwritten signature/initials]

D A Y

Western Union

June 15, 1918

Simpson,

Governors Island, New York.

Your telegram fourteenth. Will arrange to have John Francis Junior released at Carlisle School on June twentieth as requested provided it will be impracticable for him to remain at school until July second in view of his large responsibilities as a bonded officer and need for clearing up his accounts before leaving.

Please advise

Cato B. L.

6-CDW-15

Commissioner.

Inspection
J H D

INITIALING COPY - FOR FILE

(Mr. Dantale)

DAY

WESTERN UNION

June 15, 1918.

Francis, Superintendent,
Carlisle, Pennsylvania.

Following telegram sent today to Simpson, Governors Island, New York, quote, Your telegram fourteenth. Will arrange to have John Francis Junior released at Carlisle School on June twentieth as requested provided it will be impracticable for him to remain at school until July second in view of his large responsibilities as a bonded officer and need for clearing up his accounts before leaving. Please advise. Quote.

Commissioner.

[Signature]

CLASS OF SERVICE	SYMBOL
Day Message	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

If none of these three symbols appears after the check (number of words) this is a day message. Otherwise its character is indicated by the symbol appearing after the check.

WESTERN UNION TELEGRAM

NEWCOMB CARLTON, PRESIDENT

GEORGE W. E. ATKINS, FIRST VICE-PRESIDENT

CLASS OF SERVICE	SYMBOL
Day Message	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

If none of these three symbols appears after the check (number of words) this is a day message. Otherwise its character is indicated by the symbol appearing after the check.

RECEIVED AT WYATT BUILDING, COR. 14th AND F STS., WASHINGTON. D. C.

B264NY 53 GOVT

GI GOVERNORS ISLAND NY 225P 14

COMMISSIONER OF INDIAN AFFAIRS 259

WASHINGTON

JOHN FRANCIS JUNIOR HAS BEEN RECOMMENDED BY DEPARTMENT COMMANDER FOR
COMMISSION AS FIRST LIEUTENANT UNITED STATES GUARDS NATIONAL ARMY
PERIOD REQUEST IS MADE THAT THIS MAN IN EVENT OF APPOINTMENT BE
RELEASED NOT LATER THAN JUNE TWENTIETH PERIOD REQUEST MADE BECAUSE
NECESSITY EARLY ASSIGNMENT THESE TROOPS TO DUTY

SIMPSON.

1918 JUN 14 PM 2 42

Esau

Inspection
J H D

JUN 14 1918

My dear General Carter:

I am advised that Mr. John Francis, Superintendent of the Indian School at Carlisle, Pa., has been notified by the Examining Board at Governors Island that he would be recommended for a commission in the United States Guards, National Army, which he has informed the Board that he will accept on condition that he is released by this Department.

While I regret to lose the services of Superintendent Francis, in furtherance of his patriotic desire to serve the country in the present great emergency, I consent to his acceptance of the commission with you.

As Mr. Francis is the Superintendent of the largest non-reservation school in the Indian Service and is a bonded officer with heavy financial responsibilities, it is important that he be permitted to remain at the Carlisle School until July 2 so that he may close his accounts as such disbursing officer and turn over the school to his successor.

Sincerely yours,

(Signed) Cato Sells

Commissioner.

6-CDW-13

Maj. Gen. J. M. I. Carter,
Militia Bureau,
War Department,
Washington, D. C.

Education-
B S G

2

APR 11 1917

Mr. John Francis, Jr.,

Superintendent, Carlisle School.

My dear Mr. Francis:

Referring to your letter requesting a copy of the form of application for appointment as a reserve officer in the United States Army, you are advised that the necessary application blanks may be obtained from the Adjutant General of the United States Army, Washington, D. C.

When the application has been properly filled out you should transmit it through me for such recommendations as the interests of the Government may warrant.

Sincerely yours,

(Signed) Cato Sells

Commissioner.

INITIALING COPY - FOR FILE.

File No.	
INDIAN OFFICE Ed-Emp. H V B	FIELD OFFICE

DEPARTMENT OF THE INTERIOR
U. S. INDIAN SERVICE

TRAVEL ORDER.

Washington, D. C.

JAN 31 1918

191

Mr. John Francis, Jr.,

Supt. Carlisle School.

Sir:

(1) You are hereby authorized and directed to proceed to
this city

for the purpose of conference on matters relating to your school.

(2) Subject to the limitations prescribed in the travel regulations approved by the Secretary of the Interior September 30,

1914, while away from your headquarters at Carlisle, Pennsylvania, under this order, you will be allowed actual and necessary traveling expenses, including fares on railroads, sleeping cars, parlor cars, steamboats, stages, street cars, cabs, and omnibuses; livery hire; ferriage; road and bridge tolls; portorage on trains; baggage transfers, and fees for handling and checking hand baggage.

(3) While absent from headquarters, and not at home, you will also be allowed actual and necessary expenses for meals, waiter fees, lodging and baths, the aggregate of which shall not exceed \$3.00 for any one day. en route and \$5 a day while in this city.

(4) Immediately upon completion of the duty herein assigned you, a voucher for reimbursement of expenses actually paid by you must be furnished to this Office. Transportation requests numbered

have been issued for your use, and must be specifically referred to in the voucher, which must also bear reference to this order by number appearing in upper left-hand corner thereof. Original order must be attached to first voucher rendered thereunder, and a reference to such voucher must be made on any subsequent vouchers.

Respectfully,

(Signed) Cato Sells

Commissioner.

Carbon for Indian Office.



DEPARTMENT OF THE INTERIOR

UNITED STATES INDIAN SCHOOL

CARLISLE, PA.

1001-47
1 Jan

January
Twenty-Eighth,
1 9 1 8

CD

Hon. Cato Sells,
Commissioner of Indian Affairs,
Washington, D. C.

My dear Mr. Sells:

I have been at Carlisle for almost a year now. The complete change of work and point of view naturally made it a very strenuous time for me. The war has brought difficulties to us too.

I expected that Mr. Lipps would visit us during the fall or winter but I now understand that he is in Carlifornia.

I now understand my difficulties here and there are several matters regarding the school about which I would be glad to have your advice if you would feel justified in permitting me to come to Washington.

Sincerely yours,

JF-E

John Francis Jr
Superintendent

DEPARTMENT OF THE INTERIOR

OFFICE OF INDIAN AFFAIRS

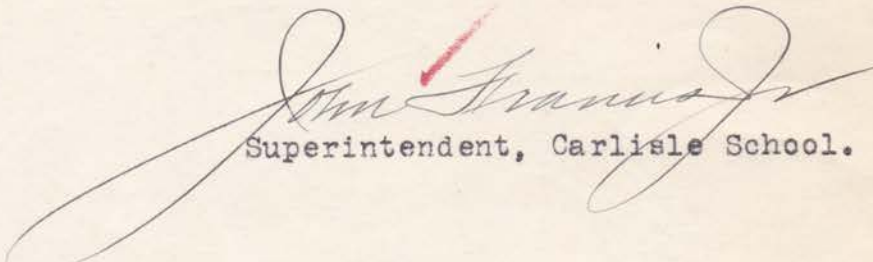
WASHINGTON

February 11, 1918.

My dear Mr. Sells:

I have the honor to inclose herewith my application to the War Department for examination for a commission in the Officers' Reserve Corps.

Sincerely yours,


Superintendent, Carlisle School.

Hon. Cato Sells,

Commissioner of Indian Affairs.

Authorized to be examined for class I duties only, p.30, G.O.32, W.D. 1916.
(or see extract of G.O.32, p.2.)

Washington D.C.

Feb 11, 1917

THE QUARTERMASTER GENERAL, U. S. ARMY,
Washington, D. C.

SIR: I have the honor to apply for examination for a commission as ¹ Major of
Quartermaster Corps, in the Officers' Reserve Corps, organized under the authority of Congress.

I have served _____ years in ² _____

I have pursued a regular course of instruction for Three years in St. Johns Military School
Wichita, Kan. University of Kansas Columbia University Law School
now George Washington University
I graduated in the year 1893 from St. Johns Military School

_____ after having creditably pursued the course of military instruction
therein provided.

I was born May 6th, 1870, and am ⁵ _____ a citizen of the United States. My

position is Superintendent of the U.S. Indian School, Carlisle Pa

^{3 years}
Washington University of Kansas * Columbia University Law School
(now George Washington University)

I graduated in the year 1893 from ^{St. Johns Military School}

after having creditably pursued the course of military instruction therein provided.

I was born May 6th, 1875, and am ⁵ a citizen of the United States. My

position is ~~Superintendent~~ Superintendent of the U.S. Indian School, Carlisle Pa.

My experience has been entirely in government work since I left school. Chief of Land Div, Indian Office 1909-12, Chief of Education Div, Indian Office 1912 to 1917. Asst. Dir. April 1, 1917

^{will}
I inclose letters of recommendation and addresses of three citizens who know me, as follows:

~~Joseph H. Doster~~
~~Chas. H. Hauser~~

Respectfully,

Permanent P. O. address: ~~U.S. Indian School, Carlisle Pa.~~

The correctness of the statements above made was sworn to and subscribed before me ^{this}

11th day of February, 1918

MY COMMISSION EXPIRES AUG. 1, 1920.

~~Helen V. Bridges~~
~~Notary Public~~

¹ Insert grade, captain or major.

² Insert service in Regular Army of the United States, or Volunteer forces of the United States, or Organized Militia of any State, Territory, or District of Columbia; also state in what capacity.

³ Insert name and location of the school or college.

⁴ Insert the name and location of the educational institution.

⁵ Insert "not" if in accordance with fact.

⁶ Oath to be taken before, and signature to be made by, officer authorized by law to administer oaths.

Im is term



DEPARTMENT OF THE INTERIOR
UNITED STATES INDIAN SCHOOL
CARLISLE, PA.

March 26, 1917.

Commissioner of Indian Affairs,
Washington, D.C.

Sir:

Please furnish me with a copy of
the form of application for appointment as
a reserve officer in the United States
Army.

Respectfully,

John Francis Jr

JF:R



amp

Ed-Emp
88584-17
H V B

Mr. John Francis, Jr.,

Supt. Carlisle School.

SEP 25 1917

My dear Mr. Francis:

In compliance with the request contained in your letter of September 19, 1917, you are advised that your bond as superintendent of the Carlisle Indian School, Pennsylvania, is dated March 13, 1917, and was approved on March 16, 1917.

Very truly yours,

(Signed) E. B. Meritt

Assistant Commissioner.

9-ELM-24

INITIALING COPY - FOR FILE

JOHN FRANCIS, JR.,
SUPERINTENDENT



DEPARTMENT OF THE INTERIOR
UNITED STATES INDIAN SCHOOL

CARLISLE, PA.

September
Nineteenth,
1 9 1 7.



The Honorable
Commissioner of Indian Affairs,
Washington, D. C.

Sir:

I cannot find any record of the date of
my bond and I will appreciate it very much
if the Office will give me this information.
I need this in connection with the render-
ing of my quarterly accounts.

Very respectfully,

John Francis Jr
Superintendent.

P/S

smk

Ed-Emp.
33695-17
H V B

APR -9 1917

The Honorable

The Secretary of the Interior.

Sir:

I have the honor to report that John Francis, Jr., receipted to Oscar H. Lipps, for all property, etc., belonging to the Carlisle Indian School, Pennsylvania, and assumed charge thereof as Superintendent on April 1, 1917.

The last date of service of Oscar H. Lipps as Superintendent of the Carlisle Indian School was March 31, 1917, by reason of transfer to the position of Chief Supervisor of Indian Schools.

Respectfully,

(Signed E. B. Meritt)

Assistant Commissioner.

4-DBMC-4

Copy to Auditor for the Interior Department.

INITIALING COPY - FOR FILE

POSTAL TELEGRAPH - COMMERCIAL CABLES

CLARENCE H. MACKAY, PRESIDENT.

RECEIVED AT

NATIONAL HOTEL
Main 5012

NIGHT TELEGRAM

DELIVERY No.

The Postal Telegraph-Cable Company (Incorporated) transmits and delivers Night Messages subject to the terms and conditions printed on the back of this blank.

24-18643

DESIGN PATENT NO. 40529

3W.Si. 2nd 715AM 15 Collect night G.R.

Carlisle, Pa., Apr. 1 17

Commissioner Indian Affairs,

Washington (D.C.)

Have this date assumed charge of Carlisle school.

Francis, Supt.

*Francis first
Telegram as
Supt. ERM
4/1/17
LH*



*emp
10²⁵
1150*

No telegraphic
reply necessary.

POSTAL TELEGRAPH-CABLE COMPANY

IN
CONNECTION
WITH

THE COMMERCIAL CABLE COMPANY

[12, 23 AND 24]



THE GREATEST TELEGRAPH AND CABLE SYSTEM IN THE WORLD. IT EXTENDS OVER TWO-THIRDS OF THE WAY AROUND THE EARTH.

THE POSTAL TELEGRAPH-CABLE COMPANY (INCORPORATED)

TRANSMITS AND DELIVERS THE WITHIN NIGHT MESSAGE SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

The Postal Telegraph-Cable Company will receive messages, to be sent during the night, for delivery not earlier than the morning of the next ensuing business day, at reduced rates, but in no case for less than twenty cents tolls for a single message.

To guard against mistakes or delays, the sender of a message should order it REPEATED; that is, telegraphed back to the originating office for comparison. For this, one half the unrepeatable message rate is charged in addition. Unless otherwise indicated on its face, THIS IS AN UNREPEATED MESSAGE AND PAID FOR AS SUCH, in consideration whereof it is agreed between the sender of the message and this Company as follows:

1. The Company shall not be liable for mistakes or delays in the transmission or delivery, or for the non-delivery, of any UNREPEATED message, beyond the amount received for sending the same; nor for mistakes or delays in the transmission or delivery, or for the non-delivery, of any REPEATED message, beyond fifty times the sum received for sending the same, UNLESS SPECIALLY VALUED; nor in any case for delays arising from unavoidable interruption in the working of its lines; NOR FOR ERRORS IN CIPHER OR OBSCURE MESSAGES.

2. In any event the Company shall not be liable for damages for any mistakes or delays in the transmission or delivery, or for the non-delivery of this message, whether caused by the negligence of its servants or otherwise, beyond fifty times the REPEATED message rate, at which amount this message, if sent as a REPEATED message, is hereby valued, unless a greater value is stated in writing hereon at the time the message is offered to the Company for transmission, and an additional sum paid or agreed to be paid based on such value equal to one-tenth of one per cent. thereof.

3. The Company is hereby made the agent of the sender, without liability, to forward this message over the lines of any other Company when necessary to reach its destination.

4. Messages will be delivered free within the established free delivery limits of the terminal office. For delivery at a greater distance a special charge will be made to cover the cost of such delivery.

5. No responsibility regarding messages attaches to this Company until the same are presented and accepted at one of its transmitting offices; and if any message is sent to such office by one of this Company's messengers, he acts as the agent of the sender for the purpose of delivering the message and any notice or instructions regarding it to the Company's agent in its said office.

6. The Company shall not be liable for damages or statutory penalties in any case where the claim is not presented in writing within thirty days after the telegram is filed with the Company for transmission.

7. The above terms and conditions shall be binding upon the receiver as well as the sender of this telegram.

8. NO EMPLOYEE OF THIS COMPANY IS AUTHORIZED TO VARY THE FOREGOING.

CLARENCE H. MACKAY, PRESIDENT.

EDWARD REYNOLDS, VICE-PRES. AND GENERAL MANAGER.

CHARLES C. ADAMS, VICE-PRESIDENT.

CHARLES P. BRUCH, VICE-PRESIDENT.

The following to be filled out in the Bureau in Washington:

[Name of bureau.]

[Appointment, reinstatement, transfer, promotion, etc.]

[Title of position, and salary.]

vice

Entered on duty (or took effect) _____, 191

[Last item to be initialed by official as to new appointee.]

OATH OF OFFICE.

(Section 1757, United States Revised Statutes.)

I,

[Miss or Mrs. (if appropriate) and full first name.]

do solemnly swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter: So help me God.

Sworn to and subscribed before me this

31st

day of

March

A. D. 1917

H. Frank Harbitt

Notary Public

Clerk of Courts

Ed-Schools
27986-1917
A V S

3

MAR 27 1917

Mr. Dennison Wheelock,
West DePere, Wisconsin.

My dear Mr. Wheelock:

I have your letter of March 17, in which you express gratification on the appointment of Mr. John Francis as Superintendent of Carlisle School, Pennsylvania, from which school you are a graduate, and also on the appointment of Mr. O. H. Lipps as Chief Supervisor of Indian Schools.

Sincerely yours
(Signed) Cato Sells

Commissioner.

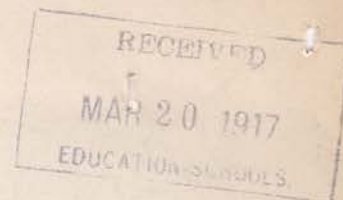
3-LP-24

INITIALING COPY - FOR FILE

DENNISON WHELOCK

ATTORNEY-AT-LAW

WEST DE PERE, WIS.



March 17, 1917.



Personal
Hon. Cato Sells,

Commissioner of Indian Affairs,

Washington, D. C.

My dear Commissioner:-

As one of the graduates of the Carlisle Indian School I feel that you have done a great service to that Institution by appointing John Francis, Jr. as Superintendant for which I wish to thank you. Not that I regard Mr. Lipps' administration to be a failure, but that he is not as well fitted for the position, as Mr. Francis. Mr. Francis has had military training which fits him far better than Mr. Lipps, to maintain discipline at that institution, knows what it is to have everybody keep step, and how to go about to compel large numbers of people ^{to} keep step. Mr. Lipps will make a fine supervisor of education, for I believe he is especially well fitted for that position. With a man like Mr. Lipps to devise educational methods and prescribe courses of study, and with a militray-trained man like Mr. Francis to compel obedience to the demands and requirements of such methods and courses of study so prescribed, I can see a bright future for the Carlisle Indian School.

Rock
I am sure Mr. Lipps will like his new position better and



will make a great success just as I am equally sure that Mr.
Francis will fill his position at Carlisle with distinction
and honor.

Very respectfully,

Dennison Whulock

DW/AP

Education-
B S G

MAR 23 1917

Mr. George W. Evans,
Disbursing Clerk, Department of the Interior,
Washington, D. C.

My dear Mr. Evans:

Mr. John Francis, Jr., Chief of the Education
Division of this Office, has been appointed Superintend-
ent of the Carlisle Indian School, and will enter on duty
on April 1.

Please forward to him by check his salary for
the latter half of March, care of the Indian School, Car-
lisle, Pennsylvania.

Very truly yours,

(Signed) C. F. Hauke

3-EO-33

Chief Clerk.

Carbon to Mr. Francis.



INITIALING COPY - FOR FILE.

Ed. Emp.
26977-17
H V B

4
MAR 20 1917

The Secretary
of the Treasury.

Sir:

By direction of the Secretary of the Interior,
I have the honor to transmit herewith for filing in
your Department the official bond, dated March 13, 1917,
of John Francis, Jr., under his appointment of February 19,
1917, as Superintendent of the Carlisle Indian School,
Pennsylvania.

Signature cards in triplicate are also enclosed.

Very truly yours,

(Signed E. B. Meritt)

3-RSM-18

Assistant Commissioner.

(Section of Surety Bonds)

Carbon for Indian Office.

Ed. Emp.
26877-17
H V B

2

MAR 20 1917

Mr. John Francis, Jr.,

Care Carlisle Indian School,

Carlisle, Pennsylvania.

My dear Mr. Francis:

You are advised that your bond as Superintendent of the Carlisle Indian School, Pennsylvania, dated March 13, 1917, was approved on March 16, 1917.

Before entering on duty you should subscribe to the oath of office.

Very truly yours,

(Signed E. B. Meritt)

3-RSM-17

Assistant Commissioner.

Carbon for Indian Office.

Ed. Exp.
18536-17
E V B

MAR 10 1917

Mr. O. H. Lipps,

Supt. Carlisle School.

My dear Mr. Lipps:

You are advised that John Francis, Jr., of this Office, has been appointed to succeed you as Superintendent of the Carlisle Indian School.

You are instructed to get the business in shape to turn over to Mr. Francis on application, taking his receipt for all property shown to be on hand and for any funds designated as Individual Indian Moneys and Special Deposits. Miscellaneous Receipts, Classes IV and V, must not be turned over to your successor but deposited to the credit of the United States. (See amended Sections Nos. 290 and 293 to Indian Office Regulations, 1904.)

You should endeavor to settle all indebtedness incurred under your supervision before leaving, but for all liabilities still outstanding on the date of your relief, you should prepare vouchers for settlement by Mr. Francis as provided by Order No. 8.

You are instructed to leave the Department Telegraph Code in the office for your successor.

2-RSM-28

Very truly yours,

(Signed) E. B. Meritt

Assistant Commissioner.

Ed. Emp.
18528-17
H V B

MAR 10 1917

The Auditor

for the Interior Department.

Sir:

There is enclosed herewith a copy of the appointment, dated February 13, 1917, of John Francis, Jr., as Superintendent of the Carlisle Indian School, Pennsylvania, for use in connection with the settlement of his accounts.

Very truly yours,

(Signed) E. B. Meritt

Assistant Commissioner.

2-RSM-38

Carbon for Indian Office.

19
FEB 19 1917

Mr. John Francis, Jr.,
Chief Education Division.

Sir:

The Civil Service Commission having issued the necessary certificate, you are hereby transferred from the position of Chief of Division at \$2250 a year and appointed Superintendent of the Carlisle Indian School, Pennsylvania, at a salary of \$2500.

In connection with this appointment you are hereby designated a Special Disbursing Agent and required to file an official bond in the penal sum of \$50,000 for the faithful performance of your duties.

Full instructions relative to the preparation of your bond and receipting for the property will be given you in another letter.

Respectfully,

(Signed) Cato Sells

Commissioner.

FEB 19 1917

Approved:

(Signed) Franklin K. Lane,

INITIALING COPY - FOR FILE.



Statement Concerning John Francis, Jr.



Mr. Francis has been in the Indian Office for a number of years, having served as Chief of the Land Division, Law Clerk and Chief of the Education Division. He is a graduate of St. John's Military School, Manlius, New York, attended the University of Kansas two years, and graduated from Columbia Law School, now George Washington Law School.

Mr. Francis has a large amount of knowledge concerning the Indians and their affairs which especially fits him to handle a superintendency. It is believed that he is fully competent to administer affairs at the Carlisle School.

No. 20008

CERTIFICATE AUTHORIZING TRANSFER.

UNITED STATES CIVIL SERVICE COMMISSION,

A.L.

Washington, D. C., February 16, 1917.



To the

Commissioner of Indian Affairs.

Sir:

Certification is hereby made that the following transfer is authorized by the Commission under Civil Service Rule X:

Name John Francis, Jr. of _____

FROM—

TO—

Interior,

(Department.)

Office of Indian Affairs,

(Bureau or office.)

Chief of Division, \$2250 p.a.,

(Position and salary.)

Washington, D.C.

(City in which now employed.)

Interior,

(Department.)

Indian Field Service,

(Bureau or office.)

Superintendent,

(Position and salary.)

Carlisle Indian School, Pa.

(City in which to be employed.)

Very respectfully,

J. P. Chapman
Acting Secretary.

February 16, 1917

The Civil Service Commission,

Washington, D. C.

Gentlemen:

You are requested to issue a certificate for the transfer of John Francis, Jr., from the position of clerk in this Office to that of Superintendent of the Carlisle Indian School, Pennsylvania.

I hereby certify that Mr. Francis possesses the requisite business and executive qualifications to perform the duties of Superintendent.

Respectfully,

(Signed) Cato Sells

(Signed) Cato Sells

CLASS OF SERVICE	SYMBOL
Day Message	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

If none of these three symbols appears after the check (number of words) this is a day message. Otherwise its character is indicated by the symbol appearing after the check.

WESTERN UNION TELEGRAM

NEWCOMB CARLTON. PRESIDENT

CLASS OF SERVICE	SYMBOL
Day Message	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

If none of these three symbols appears after the check (number of words) this is a day message. Otherwise its character is indicated by the symbol appearing after the check.

RECEIVED AT WYATT BUILDING, COR. 14TH AND F STS., WASHINGTON, D. C. ALWAYS OPEN

179P C1 32 NL

CQ DULUTH MINN SEPT 8 1916

COMMISSION OF INDIAN AFFAIRS
WASHINGTON DC

ENROUTE GRAND PORTAGE BE THERE ABOUT THREE DAYS UPON RETURN
TO DULUTH IF ENTIRELY AGREEABLE TO YOU REQUEST ANNUAL LEAVE
TEN DAYS TO VISIT MY HOME IF AUTHORIZED PLEASE WIRE
MY EXPENSE GRANDPORTAGE

JOHN FRANCIS JR

1104PM

Commissioner
has no objection
OK *Post*



CC 950
1010

Day

WESTERN UNION

September 9, 1916.

John Francis, Jr.,
Grand Portage,
Duluth, Minnesota.

Your telegram September eighth. Ten days annual
leave granted.



9-EVB-9

Assistant Commissioner.

C C
95715-16
H S C



INITIALING COPY - FOR FILE

SERVICE RECORD

as of July 1, 1911.

1. NAME?Francis, John, Jr.....
2. State whence appointed? ...Kansas.....
3. Present legal residence? ..Kansas.....
4. Date of first appointment? ...February, 1903.....*June 18, 1900*
5. Entrance grade and salary? .Clerk, ⁹⁰⁰\$1000.....
6. Birth date? ..May 6, 1875.....
7. Birth place? .Iola, Allen County, Kansas.....
8. Race? ...Aryan.....
9. Married? ...Yes.....
10. Number and age of children? ...None.....
11. Any defect of speech, sight, hearing, hand, foot, or limb? None...
12. Any chronic disease? .Conjunctivitis.....
13. Height?5 ft. 11 in.....
14. Weight?180 lbs.....
15. Army or Navy service? ...None.....
16. What Civil Service Examinations passed? ..Clerk, Census.....
17. What schools attended? Public schools, Topeka, Kansas; St. John's Military School, Manlius, N. Y.; University of Kansas, Lawrence, Kansas, 2 years; Law School, George Washington University, Washington, D. C., L. L. B.
18. Employment record prior to entering Government Service? .Newspaper.....
19. Service record since entering Government service? June 18, 1900, Census Office; promoted August 1, \$1000. Transferred to Interior Department in February, 1903, \$1000... Every grade to present salary.

Francis

Give the names and addresses of five acquaintances to whom you are willing to refer for information about you - preferably persons living, doing business, or holding office in this city - who know you outside of your official capacity.

Hon Charles Curtis U.S. Senate

Hon Charles F. Scott, House of Representatives

Mr James P. Tufts, Secy of the Interior, Dist. City Genl. Off.

Mr Joseph W. Bartlett, Secy of the Senate Office, Washington D.C.

Mr Frederick Stebbins, St Louis Republic Bureau, Washington D.C.

Extract from letter of Commissioner F.E. Leupp, May 16, 1908, recommending changes in clerical force to conform with schedule recommended by the Committee on Department Methods.

JOHN FRANCIS., JR. Promoted from \$1600 to \$1800. I have no \$1800 place in this Office to give Mr. Francis, but as he is at present detailed from the Office of the Assistant Attorney General this special reference to his case is made on the chance that you may have an \$1800 place for him in your list. He acts as Assistant Chief of the Land Division in the absence of Mr. Hauke, and I consider it desirable from the point of view of the esprit de corps of the Office that he be promoted if possible.

✓ John Francis, Jr., whose name appears next in the order of my ranking is detailed to this Office from the Office of the Assistant Attorney General for the Interior Department. He is now receiving a salary of \$1600.00 per annum. He is about 30 years of age, of robust health and of fine mental qualifications. He is a graduate of law and is very competent as a correspondence clerk. The class of work that Mr. Francis is now engaged on relates to enrollments, rights of way through Indian lands, the sale of lands of noncompetents, and more or less miscellaneous correspondence. The work requires superior ability in the preparation of cases involving legal questions in which he is exceptionally competent. Although young in years his judgment is good and his opinions are uniformly correct. He possesses qualifications that would entitle him to high rank in the Government Service. In the few months that he has been in this Division I have noticed that he acquaints himself with new work very rapidly and grasps all subjects intelligently. He is willing and energetic and has given no indication of shirking any duty placed upon him. I would not hesitate recommending him for a higher salary than any appropriated for clerks in this Division, and unhesitatingly recommend his promotion from \$1600.00 to \$1800.00 per annum. This promotion would necessitate the transfer of Mr. Francis from the roll of the Assistant Attorney General's Office to the roll of this Office. His attendance record for 1907, including the time he was in the Indian Territory Division, as well as the time of his detail to this Office, is as follows:

Refer in reply to the following:

Department of the Interior,

OFFICE OF INDIAN AFFAIRS,

COPY

January 9, 1908.

Chiefs of Divisions:

Please have prepared by each clerk in your division as soon as practicable, a full statement showing in detail the character of the work he is now doing and the work he has done during the past year.

These statements need not be typewritten unless they can be so prepared without interfering with other work. Hand them to me as soon as they are prepared.

(Signed) F. M. Conser,

Chief Clerk.

Please prepare statement as indicated.

CPH

Since my detail to this Office in April, 1907, I have been engaged in the preparation of correspondence relating to railways, telephone lines, oil and gas pipe lines and power companies in the Indian Territory. For the last two months I have handled matters pertaining to the sale of lands of non-competent Indians, also some enrollment cases.

John Francis Jr

Annual Leave.

1907. 29 days, 6 hours.

Sick Leave.

1 day.

Leave Without Pay.

3 days.

In explanation of the absence without pay you are advised that just at the close of the year his father-in-law died, which necessitated his absence from the Office for the three days.

✓ Mr. Francis is on the roll of the Assistant Attorney General at a salary of \$1600.00 per annum, being rated as a clerk of class 3. His work in this Office has been of a very high order. He is a graduate of law and possesses marked ability. His services are first class in every particular and I believe that he has qualifications entitling him to high rank in the Government Service, and that he is competent to perform the work at any desk in this Division. He is steady in his habits and his conduct in every particular is commendable. He is a young man, in excellent health, and I consider that the Land Division is fortunate in securing his services. He has recently married. In the readjustment of salaries I think that Mr. Francis would be entitled to the highest salary paid to any clerk in the Division, which is \$1800.00 per annum. I recommend therefore, that his salary be fixed at that amount.

The following to be filled out in the Bureau in Washington:

OATH OF OFFICE.

(Section 1757, United States Revised Statutes.)

Indian Bureau

[Name of bureau.]

Promotion

[Appointment, reinstatement, transfer, promotion, etc.]

Chief of Division, \$2250

[Title of position, and salary.]

vice Josiah H. DortchEntered on duty (or took effect) Nov. 11, 1910I, John Francis Jr

[Miss or Mrs. (if appropriate), and full first name.]

do solemnly swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic: that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion: and that I will well and faithfully discharge the duties of the office on which I am about to enter: So help me God.

John Francis Jr
 Department of the Interior,

Indian OFFICE.

Sworn to and subscribed before me this

12th

day of

NovemberA. D. 1910C. J. Hauke

Chief Clerk.

RENEWAL OF DETAIL OF AN EMPLOYEE OF ONE BUREAU FOR DUTY IN ANOTHER.

Department of the Interior,
Washington, May 9, 1908.

H. R. K.



2804-08
Ind. Office 162

Order.

The detail of Mr. John Francis, Jr.,
a Clerk of Class Three, Office of the Assistant Attorney-General
for duty in the Office of Indian Affairs,
is hereby renewed to take effect April 11, 1908, at the expiration of
the 120-day limit, as provided in the Act of Congress approved
May 28, 1896 (29 Statutes, 179).

This order is to be presented by employee named to the Chief
Clerk of the office to which he is detailed, and filed in said office.

James Stevenson
Assistant Secretary.

Through the

Assistant Attorney-General

and Commissioner of Indian Affairs.

CC

Education-
Employees
56255-1911
H V B

Termination of
Service.

FOR FILE.

JUL 13 1911

The Auditor

for the Interior Department.

Sir:

You are informed that the services of John
Francis, Jr., as Special Disbursing Agent, terminated
June 30, 1911.

Respectfully,

(Signed) C. F. Hauke,
Acting Commissioner.

7-AR-11

Education-
Employees
56255-1911
H V B

Termination
of services.

JUL 5 1911

Mr. John Francis, Jr.,
Office of Indian Affairs,
Washington, D. C.

Sir:

In compliance with your request of June 26, 1911,
your services as a Special Disbursing Agent are hereby
terminated, effective June 30, 1911.

Respectfully,

(Signed) Carmi A. Thompson.

6-LL-28

Asst Secretary.

JUL -3 1911

Education
Employees
56256-1911
H V B

Termination
of liability.

JUL 13 1911

FOR FILE.

Mr. John L. Fletcher,

General Agent, Federal Union Surety Company,

602 F Street N. W., Washington, D. C.

Sir:

You are informed that the services of John Francis, Jr., as a Special Disbursing Agent, terminated June 30, 1911, and, therefore, the Federal Union Surety Company will not be held liable for any acts or defaults committed by him after that date under his bond of August 9, 1909, in the amount of \$1,000.

Respectfully,

(Signed) C. F. Hauke,
Second Assistant Commissioner.

7-B-11

REFER IN REPLY TO THE FOLLOWING:

5-1100

ADDRESS ONLY THE
COMMISSIONER OF INDIAN AFFAIRS

DEPARTMENT OF THE INTERIOR
OFFICE OF INDIAN AFFAIRS
WASHINGTON



June 26 1911

FILED BY E. F. S.

The Commissioner
of Indian Affairs.

Sir:

I hereby request that I be relieved of the designation of Special Disbursing Agent; to take effect June 30, 1911.

John Francis
Sp. Disb. Agt.

emp

No. 1790

CERTIFICATE AUTHORIZING PROMOTION.

United States Civil Service Commission,

Washington, D. C., September 15, 1910.

To the

Commissioner of Indian Affairs.

Sir:

In response to your request dated _____ for a
certificate authorizing the PROMOTION of John Francis, Jr.,
FROM the position of Clerk (\$1800)
in the classified service of the Indian Service,
TO the position of Law Clerk (\$2000) in the
classified service of the Indian Service,
certification is made that he may be so PROMOTED, having passed
the examination required for such PROMOTION.

Very respectfully,

T. P. Chapman
Acting Secretary.

G. A. P.
(Minutes _____, Clause _____)

344352400-2 09



1-8016

1

72859

~~72858~~

Education-
Appointments.
H V B

Signature of John
Francis, Jr.

SEP 7 - 1910

10

The Secretary
of the Treasury.

FOR FILE

Sir:

There is enclosed herewith a certified copy
of the signature of John Francis, Jr., Law Clerk in the
Office of Indian Affairs.

Very respectfully,

(Signed) Frank Pierce.

TS-7

Acting Secretary.

Encl

SEP -7 1910

C C
63052-1910.
M W C

August 6, 1910.

John Francis, Jr.

U. S. Civil Service Commission.

Gentlemen:

In response to your request of August 2, there is inclosed Form 375, showing the training and experience of Mr John Francis, Jr., in connection with his promotion to the position of law clerk in this Office.

Very respectfully,

Second Assistant Commissioner.

MWC

20
K-GHY.

United States
Civil Service Commission,
Washington, D. C.

August 2, 1910.



6
The Commissioner of Indian Affairs,
Washington, D.C.

Sir:

Referring to the report of the promotion of John Francis, Jr., from clerk at \$1800 a year to law clerk at \$2000 a year, it is requested that Mr. Francis be directed to execute and file Form 375, showing his training and experience. This form was handed to Mr. Stinchecum yesterday.

By direction of the Commission:

Very respectfully,

John C. Black

President.

cc

DEPARTMENT OF THE INTERIOR,
WASHINGTON.

June 17 , 1910

JOHN FRANCIS, Jr. OF KANSAS

is hereby appointed a

LAW CLERK

at a salary of \$ 2000

to take effect June 18, 1910

by promotion from Clerk Class 4, \$1800

Vice Bascom Johnson, transferred to the Field.

Assistant Secretary.

REFER IN REPLY TO THE FOLLOWING:

ADDRESS ONLY THE
COMMISSIONER OF INDIAN AFFAIRS

Education- DEPARTMENT OF THE INTERIOR
Appointments.
J H D OFFICE OF INDIAN AFFAIRS

WASHINGTON

APR -9 1910

Detail to
Chicago.

John Francis, Jr.,

Chief Land Division.

FOR FILE

Sir:

You are hereby detailed to the Indian Warehouse at Chicago, Illinois, to assist in the work incidental to the furnishing of supplies for the Indian Service for the fiscal year 1911, and while on this duty you will be allowed your railway transportation and sleeping-car fare from this city to Chicago and return, and \$4 per day in lieu of all expenses now authorized by law, payable from "Telegraphing, Transportation, etc., Indian Supplies, 1911," limited to \$90.

Very respectfully,

TS-9

(Signed) *R. G. Valentine,*
Commissioner.

Education-
Administration.
74575-1909
E A F

OCT 16 1909

Change in
detail.

FOR FILE

John Francis, Jr.,

Acting Chief Land Division.

Sir:

The detail granted you on August 17 is hereby so modified as to permit your visiting, in accordance with the ~~verbal~~ directions of the Assistant Commissioner of Indian Affairs, and in company with him, the Fort Totten Agency, North Dakota, and the Fort Peck and Fort Belknap Agencies, Montana, instead of the Rosebud Agency, South Dakota, and the Omaha Agency, Nebraska.

Very respectfully,

(Signed) R. G. Valentine,
Commissioner.

TS-15

Mr. Francis

Mr. Francis:

Here is the letter you wish.

You may remember that you asked me to see that the tissue copy was changed to agree with the carbon and original. I went through the tissues for several days, as I remember, but failed to find one for this letter, and so attached a note to the file.

E.A.F.

Oct. 14, 1909.

See that tissue is
changed.

Tissue for this
letter could not be
found in those from
the date given - Aug. 17
+ therefore it has not been
corrected &
made to
agree with
carbon.

GA F.

E-1

Education-
Administration
E A F

Detail.

AUG 17 1909



John Francis, Jr.,

Acting Chief Land Division.

FOR FILE

Sir:

At the close of the annual leave granted you, you are directed, under the provisions of the Act of Congress approved March 3, 1909 (35 Stat., 783), to proceed to the following agencies:

Devils A. D.
Red Lake, Minnesota,
Ft. Berthold, North Dakota,
Crow, Montana,
Pine Ridge, South Dakota,
Rosebud, South Dakota,
Omaha, Nebraska.

At Ft. Berthold you will aid the Assistant Commissioner in ascertaining the wishes of the Indians with regard to pending legislation concerning the opening of their reservation. At the other places named, you will investigate the condition of the Indians, all questions relating to their lands and allotments, and such other matters as may come to your attention.

While engaged on this work you will be allowed your actual, necessary traveling and incidental expenses, including sleeping-car fare, and \$3 per diem in lieu of subsistence; payable from "Special Investigations, Indian

E-2

Service, 1910".

Very respectfully,

(Signed) F. H. Abbott,
Acting Commissioner.

JMK-16
3990

1-17312

Education
Appointments.
63370-1909
H V B

Special Disbursing Agent.

AUG 12 1909

The Auditor

for the Interior Department.

FOR FILE

Sir:

There is inclosed herewith a copy of Department letter of August 7, designating John Francis, Jr., Acting Chief Clerk of this Office, ~~an~~ a Special Disbursing Agent for the purpose of paying the expenses of investigations in the field.

Very respectfully,

(Signed) John Francis, Jr.,

WEA-10
3895

Acting Chief Clerk.

DEPARTMENT OF THE INTERIOR,
WASHINGTON.

ADDRESS ONLY
THE SECRETARY OF THE INTERIOR.

Education-
Appointments.
H V B

Designation of
Special Disburs-
ing Agent.

Aug 7/09
63370
OFFICE OF INDIAN AFFAIRS
RECEIVED
AUG 7-1909
File

✓
Mr. John Francis, Jr.,
Acting Chief Clerk,
Office of Indian Affairs.

Sir:

In connection with your regular duties in the Office of Indian Affairs, you are designated a Special Disbursing Agent for the purpose of paying the expense of investigations in the field for which you may be detailed from time to time and you are required to file an official bond in the penal sum of \$1000.

Very respectfully,

Jesse E Wilson
Assistant Secretary.

Through the Commissioner of Indian Affairs.

HAS-4
3851

AUG -6 1909

Original handed Mr Francis

Authorities & Details Only

~~WHITE~~

RETIRED

RETIRED

Francis — John — Jr.

File

INDIAN OFFICE.

FILES.

Ed. Exp.

H V B

NOV 25 1914

125832

Mr. John Francis, Jr.,

Office of Indian Affairs.

My dear Mr. Francis:



You are hereby directed to visit the Chilocco Indian School, Euchee Boarding School, and Jones Male Academy, Oklahoma, for the purpose of making inspections and reporting on conditions existing at said schools.

Under the above detail you will be allowed your actual necessary traveling expenses, including sleeping-car fare and incidentals, and your actual expenses of subsistence (not exceeding \$3.00 a day); \$100 having been set aside for the purpose from the appropriation "General Expenses, Indian Service, 1915."

Respectfully,

(Signed) Cato Sells

Commissioner.

NOV 25 1914

Approved:

[Signature]
(Signed) A. A. Jones,
Assistant Secretary.

11-208-24

Ed. Rep.

H V B

NOV 25 1914



125832

Mr. John Francis, Jr.,

Office of Indian Affairs.

My dear Mr. Francis:

You are hereby directed to visit the Chillicothe Indian School, Euchaee Boarding School, and Jones Hale Academy, Oklahoma, for the purpose of making inspections and reporting on conditions existing at said schools.

Under the above detail you will be allowed your actual necessary traveling expenses, including sleeping-car fare and incidentals, and your actual expenses of subsistence (not exceeding \$3.00 a day); \$100 having been set aside for the purpose from the appropriation "General Expenses, Indian Service, 1915."

Respectfully,

(Signed) Cato Sells

Commissioner.

Approved: NOV 25 1914


First Assistant Secretary.
11-2000-14

Carbon for Indian Office.

CARBON FOR STATUS FILE

FILED BY L. E. G.

Ed. Exp.

R V B

5

NOV 25 1914

125832

Mr. John Francis, Jr.,

Office of Indian Affairs.

My dear Mr. Francis:

You are hereby directed to visit the Chillicothe Indian School, Euchee Boarding School, and Jones Male Academy, Oklahoma, for the purpose of making inspections and reporting on conditions existing at said schools.

Under the above detail you will be allowed your actual necessary traveling expenses, including sleeping-car fare and incidentals, and your actual expenses of subsistence (not exceeding \$3.00 a day); \$100 having been set aside for the purpose from the appropriation "General Expenses, Indian Service, 1915."

Respectfully,

NOV 25 1914

(Signed) Cato Sells

Commissioner.

Approved:

(Signed) A. A. Jones.

Acty. Assistant Secretary.

11-27-14

Encl 11/25/14

Ed. Emp.
H V B

5

123942

NOV 20 1914



Mr. John Francis, Jr.,

Office of Indian Affairs.

My dear Mr. Francis:

You are hereby authorized to visit the Hampton Institute, Virginia.

While on this detail you will be allowed your actual necessary traveling expenses, including sleeping-car fare and incidentals, and your actual expenses of subsistence (not exceeding \$3.00 a day), \$50 having been set aside for the purpose from the appropriation "General Expenses, Indian Service, 1915."

Very truly yours,

(Signed) Cato Sella
Commissioner.

Approved: November 21, 1914.

(Sgd.) JAMES I. PARKER
Acting Assistant Secretary.

11-RSM-19

Carbon for Indian Office.

CARBON FOR STATUS FILE

Ed. Map.
H V B

6

123942

NOV 20 1914



Mr. John Francis, Jr.,

Office of Indian Affairs.

My dear Mr. Francis:

You are hereby authorized to visit the Hampton
Institute, Virginia.

While on this detail you will be allowed your
actual necessary traveling expenses, including sleeping-
car fare and incidentals, and your actual expenses of
subsistence (not exceeding \$5.00 a day), \$50 having
been set aside for the purpose from the appropriation
"General Expenses, Indian Service, 1915."

Very truly yours,

(Signed) Cato Sells

Commissioner.

Approved:

Nov 21, 1914
(Signed) James D. Parker
Assistant Secretary.

11-234-19

File

INDIAN OFFICE.

FILES.



THE AMERICAN RED CROSS

NEW ENGLAND DIVISION HEADQUARTERS

108 MASSACHUSETTS AVENUE
BOSTON, MASS.

JAMES JACKSON
DIVISION MANAGER



Department of the Interior,
Office of Indian Affairs,
Washington, D.C.

October 27th, 1919

Gentlemen:-

status

We have received several letters from you for Mr. John Francis, Jr., and beg to state that Mr. Francis is no longer with the Red Cross. The only address we have is 1765 W Street, N.W., Washington, D.C., and we have forwarded all your letters there.

Very truly yours,

F. E. Greene
F. E. Greene
Asst. Director Military Relief

Emph

FILED BY I. D.

5817 Woodland Ave
Philadelphia Pa



Dear Sir:-

Let us
Please locate John
Francis ~~fr~~ former Supt of
Carlisle Indian and let me
know by return mail this
will be greatly appreciated.
If you do not know his
whereabouts do not trouble
yourself as I will locate
him by Mr. P. H. Lippo

Yours Truly

Emph

George D. Cayenne

5-125 sent 11/25/21

1921-12-61
L.H.N.

FILED BY L.D.