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USS HELEN PAWLOWSKI NCC-8494



A Correspondence Chapter of
**STARFLEET: The International Star Trek
Fan Association, Inc.**

USS HELEN PAWLOWSKI MEMBERSHIP HANDBOOK

By Order of the Commanding Officer:

Paul C. Dyl
Vice Admiral
USS Helen Pawlowski
Commanding

Paul C. Dyl

Official:

Rachel L Richards
Lieutenant Junior Grade
Chief Operations Officer

Rachel L. Richards

History. This manual was first published in 1996. The second edition was published in 2012. The third edition was published in 2014 and the current fourth edition was published in 2016.

Summary. The USS Helen Pawlowski Chapter Membership Manual is a chapter of STARFLEET, The International Star Trek Fan Association Inc. This manual was created for the crewmembers of the USS Helen Pawlowski.

It is designed to serve as a handy reference work for the crewmembers of the USS Helen Pawlowski and anyone with an interest in the chapter operations. This manual is intended to be the general rules and guidance for the day to day

operational procedures within the USS Helen Pawlowski. In short, it is a one-book source for any crewmember who wishes to actively participate in the chapter and have a good understanding of how and why things operate.

Applicability. This manual applies to all crewmembers of the USS Helen Pawlowski NCC-8494.

Proponent and exception authority. The governing authority for the USS Helen Pawlowski Membership Handbook is the chapter Commanding Officer. Send questions, comments, or suggestions to:
usspawlowskico@gmail.com

Suggested improvements. Users are invited to send comments and suggested improvements the chapter Commanding Officer. Send questions, comments, or suggestions to:
usspawlowskico@gmail.com

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Pronoun Disclaimer. The use of he/his/him, etc. is used for convenience as the Standard English language conventions of gender-nonspecific pronouns. No sexual bias is intended. The convention is merely used for ease of writing and reading. There have been and hopefully always will be plenty of female crewmembers assigned to the USS Helen Pawlowski and no slight to them is intended. The point is we don't mean anything by it.

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ACKNOWLEDGEMENTS

GENE RODDENBERRY

THE MAN WHO CREATED AND SHARED A VISION.

STARFLEET

STARFLEET HANDBOOK AND CONSTITUTION.

USS STARWARD FURY NCC-2122

MEMBERSHIP HANDBOOK.

USS FREEDOM NCC-71817

MEMBERSHIP HANDBOOK.

USS LYNX 4495-A

MEMBERSHIP HANDBOOK.

USS LIBERTY NCC-75012

MEMBERSHIP HANDBOOK.

ADMIRAL HELEN PAWLOWSKI

THE FOUNDER OF THE SS TROUBADOUR STATION, MY FRIEND THRU ALL TIME, THE HIGHEST EXAMPLE OF A STARFLEET OFFICER WHO'S FRIENDSHIP AND LOVE OF LIFE IS AN INSPIRATION THAT I WILL NEVER FORGET.

ADMIRAL MARLENE MILLER

VICE COMMANDANT, STARFLEET ACADEMY WHO HAS LED BY EXAMPLE, STAYS TRUE TO HERSELF AS SHE IS WITH OTHERS.

ADMIRAL CINDY KRELL

CHIEF OF OPERATIONS, STARFLEET (RET), A FRIEND WHO MENTOR ME IN STARFLEET.

USS MORNING STAR NCC-4126

MOTHERSHIP TO THE SHUTTLE TROUBADOUR, COMMANDED BY ADM SHERRY ANNE NEWELL.

REGIONS ONE & TWELVE

REGIONAL AWARDS PROGRAM.

STARFLEET 1701st

UNIFORM GRAPHICS AND INFORMATION

<http://stunamed.tumblr.com/archive>

FEDERATION UNIFORM GRAPHICS.

[http://misc.thefullwiki.org/Starfleet_ranks_\(2278-2350\)_ \(standard\)](http://misc.thefullwiki.org/Starfleet_ranks_(2278-2350)_ (standard))

FEDERATION RANK GRAPHICS.

MIKE MORROW

THE SHIP SCHEMATICS DRAWINGS.

DEDICATION

**"TO THOSE WHO HAVE GONE WHERE NO ONE HAS GONE BEFORE
AND TO THOSE WHO HAVE FOUGHT FOR THE FREEDOM TO DO SO"**



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INTRODUCTION

***“Transporter Room Two, this is the Captain.
Transport the new crewmembers aboard the ship”***



MISSION STATEMENT:

The USS Helen Pawlowski NCC-8494, a Lynx-Class Timeslip Cruiser, a correspondence chapter of STARFLEET International. The USS Helen Pawlowski has a proud crew and a distinguished history that spans over the past twenty years. The chapter was formed to help Star Trek fans, who can not or do not want to attend meetings, but still wanted to enjoy the friendship of other fans. We have members from all over the world, and try to stay in contact with them through the newsletter (THE GUARDIAN), Facebook, e-mail, regular snail mail, and online chats and we have our very own forum boards where members can interact, receive chapter news updates etc.

ABOUT THE USS Helen Pawlowski

Members of the USS Helen Pawlowski must first join STARFLEET, and then they can be assigned to the USS Helen Pawlowski. There are some options as to the type of membership and dues that a member can make. More information can be found in the Command Department section of this manual.

Like most other STARFLEET chapters, the USS Helen Pawlowski members hold ranks and receive promotions which are granted based on a points system which demonstrates how a member is active in the chapter, Region, Fleet, and in their own community. Members of the USS Helen Pawlowski may be as active or inactive as they choose. If a member only wants to sit back and read the newsletter, that's fine. If a member wants to get involved there are many ways to do so. Such as writing for the USS Helen Pawlowski, Regional, and FLEET publications, artwork for these publications, writing letters, working on projects such as ship's blueprints, care packages to

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deployed service members, recruiting, recycling, building models or anything you can think of that your Department Chief, First Officer, and Captain approve.

The charter members of the USS HELEN PAWLOWSKI chose the name to honor the founding chapter CO and a friend to many throughout the Fleet who has passed on to the new frontier.

I hope you enjoy your tour of duty on the USS HELEN PAWLOWSKI and if I can be of assistance, please feel free to contact me at usspawlowskiCO@gmail.com



VADM Paul Dyl
CO-USS HELEN PAWLOWSKI NCC-8494



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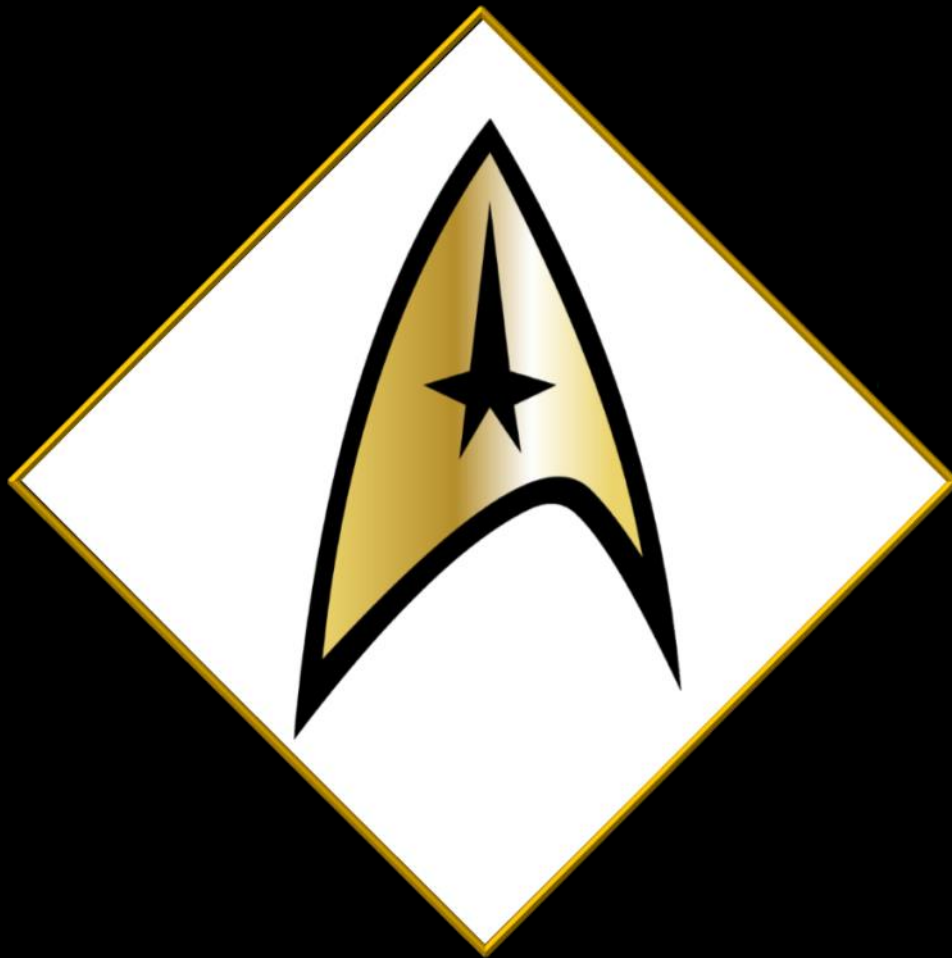
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COMMAND DEPARTMENT

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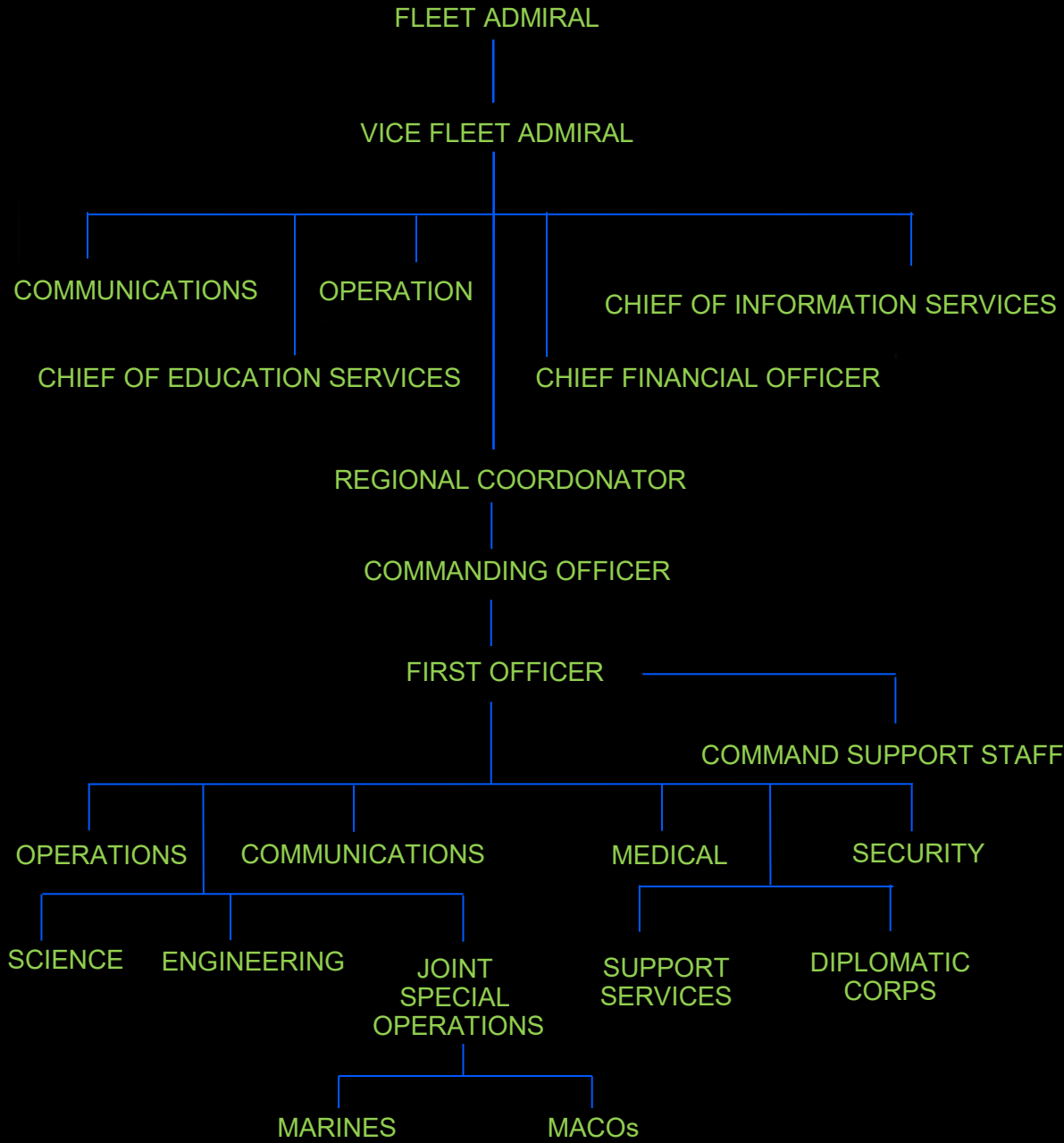
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MEMBERSHIP HANDBOOK



CHAIN OF COMMAND



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COMMAND DEPARTMENT

The Command Department has the overall responsibilities of the day to day operations of the chapter. The following are the positions and their responsibilities.

Commanding Officer

The CO is responsible for the safety of those under his/her command. Although the details of this command is delegated to the Department Heads, responsibility for these remains with the CO. The CO's power is authoritative and complete and may not be delegated.

First Officer

The First Officer is the aid of the CO, and such is the second in command. He/she is the CO's direct representative. The duties include maintaining the general efficiency of the ship and crew.

Second Officer

The C2O is the aid of the XO, and as such is the third in command. He/she is the XO's replacement when the XO is in command or absent from his/her duties.

Third Officer

The C3O is the assistant to the C2O and is tile replacement for the C2O when absent or the XO is in command.

COMMAND STAFF

The Command Staff is the policy making body of the chapter which consists of the Command Officer and Department Chiefs. The Command Staff meets at least once a month by means of the internet/ conference calls to review policies, proposals, promotions, awards and other matters that relate to the operations of the chapter. The following are the current Command Staff positions with in the chapter: Commanding Officer, First Officer, Second Officer, Third Officer, Chief Operations Officer, Chief Medical Officer, Chief Communications Officer, Chief Security Officer, Chief Science Officer, Chief Engineering Officer, Chief Support Services Officer, Chief Diplomatic Corps Officer and the Chief Joint Special Operations Command

DEPARTMENT CHIEF

A Department Chief (DC) is an officer who is appointed by the Commanding Officer and who is responsible for the accomplishments and failures within that particular department Each Department Chief will appoint an Assistant Department Chief to assist them in their tasks and to represent them in the event that the Department Chief can not.

COMMAND SUPPORT STAFF (CSS)

The Command Support Staff, (CSS) is made up of individuals who do not have to be branched "Command" but are representatives from their respected department to help the Command Staff. All Staff will support and correspond with their respective counterparts in STARFLEET.

Command Yeomen

The Captain's Yeoman is for Petty Officers who wish to continue as administrators. Use of this posi-

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tion is completely at the discretion of the Commanding Officer. File work, and sensitive message transport are but two examples of the Yeoman's possible duties. The Yeoman assists the CO in day-to-day duties that the CO would otherwise not have the time to do.

Inspector General

The Inspector General or IG is an officer who assist and advises the Command Staff on matters such as complaints or problems within the chapter. The IG, when given the authority by the Commanding Officer to investigate a matter or incident and when completed, to report back to the Command Staff with recommendation

Judge Advocate General

The Judge Advocate General or JAG is an officer who assist and advises the Command Staff on matters such as legal proceedings as it relates to the chapter.

Charity Coordinator

The Charity Coordinator is responsible for keeping the chapter informed of the varies community charities that the chapter participates in. Some of these activities include the Angel Tree Project, Toys for Tots, and the Campbell Soup Labels for Education.

Personnel Officer

The Personnel Officer is an Officer from the Support Services Department. This officer assist the Command Staff with the administrative tasks which include collecting and presenting to the Command Staff promotion requests, awards request, and general records keeping.



Command



Operations



Engineering



Medical



Support
Services



Science



Communications



Security



Diplomatic
Corps



Joint
Special

DEPARTMENTS

The Chapter is organized into ten working departments. Each department has a specific responsibility and specific positions which have their own specific responsibilities. The departments and their general responsibilities are listed below.

Command

The Command Department is responsible for the daily day to day operations of the chapter in general, finances and property of the chapter.

Operations

The Operations Department is responsible for the operations activities such as monthly meetings, awards and promotions boards, collection of department reports, coordination with departments for chapter activities.

Communications

The Communications Department is responsible for the chapter by-monthly newsletter called the "**THE GUARDIAN**". The department also represents the chapter and coordinates with both civilian and military agencies, the media and has final approval of the chapter fanzine called the "**TEMPORAL INVESTIGATIONS**"



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Medical

Medical Department has two very important responsibilities within the chapter. The first is keeping and maintaining medical history files on each crewmember. This is to know about and be able to assist a crewmember with a medical problem. The second responsibility is the moral of the chapter. This is accomplished by coordinating the chapter monthly fun activities such as movie nights, cookouts, conventions etc.

Security

The Security Department is responsible for safe conditions for ship activities, assists in the preparations of ship meetings and activities, serve as security at conventions and conferences. The Security Department also assist with transportation and routes to these events.

Engineering

The Engineering Department is responsible for the ships Star Trek Library and technical database. They also are responsible for any chapter computer gaming and simulators.

Science

The Science Department is responsible for keeping the chapter informed of real science technologies and discoveries, from our past, present and future, The department also coordinates information for events that are related to both technology and that of the environment.

Support Services

The Support Services Department is responsible for creating and maintaining a ships store for both ship and Star Trek merchandising. The Department also assists with Personnel issues, Food Services, Transportation and much more.

Joint Special Operations

Joint Special Operations oversees both the Starfleet Marines and M.A.C.O. units assigned to the USS Helen Pawlowski and its responsibility is to coordinate with their respective groups, assist the Security Department with security issues, and honor guards.

Diplomatic Corps

Diplomatic Corps is responsible for maintain communications with other chapters and organizations such as KAG, Starfleet Command, UFPI etc.

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MEMBERSHIP TYPES

The USS Helen Pawlowski offers different types of membership statuses to meet the needs of the individual crewmembers. There fore the chapter has three types of membership statuses. They are Active Duty, Reserve Duty and Honorary. Each are discussed below.

Active Duty Membership

The Active Duty membership is designed for those members who want to be active within the chapter, who participate in the online chats/meetings regularly, wish to hold positions and rank.

Reserve Duty Membership

The Reserve Duty Membership is designed for those members who want the benefits as the Active Duty Membership but are not able to participate as much due to time restraints, internet availability or distance from the chapter. These members are the same above except they are unable to hold leadership positions

Honorary Membership

The Honorary Membership is designed to recognize individuals for outstanding performance and duty. The Commanding Officer's of the chapter who successfully complete a term is awarded an honorary membership with the majority vote of the Command Staff. Others such as Movie/TV Stars, Local Leaders and even other STARFLEET members may be given this type of membership.

MEMBERSHIP DUES

Due to the STARFLEET membership requirement, the USS Helen Pawlowski has gone all electronic Membership, which has reduced costs and allows the chapter to have no chapter level dues or fee.

Chapter members receive all publications and membership materials in electronic format (pdf). Any additional items are paid for on an item by item basis such as awards, rank insignia etc..

The standard membership package includes the following; Membership ID Card, Membership Certificate, all Promotion Certificates as earned, Award Certificates as earned, Membership Handbook and a one year subscription to our bimonthly newsletter *"THE GUARDIAN"*.

MEMBERSHIP RIGHTS AND RESPONSIBILITIES

As a paid member of the USS Helen Pawlowski, you are guaranteed certain, inalienable, rights of membership. Much of this is common sense for members of any chapter of STARFLEET; however, this section of the handbook seeks to at least, list your most basic rights as a member of the USS Helen Pawlowski. These include, but not limited to:

- Right to receive a new, or renewing membership packet and all its contents per annual membership.
- Right to receive six issues of THE GUARDIAN per annual membership.
- Right to pursue the type of membership you want, and the right to change from one type of membership to another for any reason, without undue retribution.
- Right to transfer from one chapter/department to another without undue retribution.
- Right to participate in the USS Helen Pawlowski to the fullest extend you wish to.

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- Right to apply for any chapter position you feel qualified to participate in.
- Right to due process.
- Right for all sides in an issue to be heard before judgment is passed.
- Right to appeal all judgmental decisions.
- Right to be adequately informed of the availability of, and application process for, any available position at any level of the USS Helen Pawlowski.
- Right to vote your opinion at any level of the USS Helen Pawlowski.
- Right to participate in any USS Helen Pawlowski program.
- Right to have **Fun!**

MEETINGS

The USS Helen Pawlowski is a correspondence chapter which does not hold regularly set meetings. However in future planning as the chapter continues to grow, we do plan to construct a forum web-site for the chapter. Once the chapter has the forum established, then the chapter will start having two types of meetings. The Business Meeting and the Fun Activity Meeting which are explained further below.

Business Meeting

The Business Meeting is held on the chapters forum website at <http://usspawlowskisfi.proboards.com/>. Members will need to register to the site. Only current members will have access to post to the site. Each member is given credit for attending the chapter meeting as long as they make a minimum of two posts per month.

Fun Activity Meeting

The Fun Activity Meeting is not mandatory, and do to the chapter being a correspondence chapter, members receive credit for attending a fun activity so long as the member post on the chapter forums page once a month describing a fun activity they participated in during the month. From time to time, some fun activities are organized by the Medical Department and can consists of challenging a member to participate in a fun activity during a specific month such as bowling, cookouts, movies; conventions, swimming, parties such as at Christmas and Halloween. The member only needs to report who, what, when and a summary of the activity.

SHIP NEWSLETTER

The official newsletter of the USS Helen Pawlowski is the "*THE GUARDIAN*". It is published on a bi-monthly basis with 1-3 special issues. Submissions must be made 15 days before publishing date which is announced in advance. Any articles must be neatly written or typed. Remember that this newsletter is made up of what you the member submits.

In addition to the newsletter, a Captain's Log section on the chapters official website will list the chapter monthly status reports, the Marine Strike Group bi-monthly reports and the MACO unit monthly reports. The section will also announce birthdays for chapter members and for Actors who appeared on any of the Star Trek TV/Movies. The site will also provide a calendar and listing of chapter activities for that particular month and upcoming events for the next month. The chapter website is located at <https://helenpawlowski.wordpress.com/>

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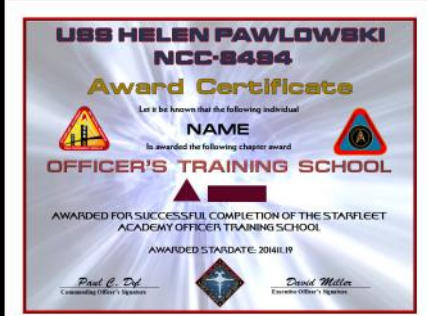
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CURRENT 2016 CHAPTER MEMBERSHIP PACKAGE



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MEMBERSHIP HANDBOOK

POSITIONS AND RANK

All members of the USS Helen Pawlowski are encouraged to take part in local, regional and Fleet activities. As individuals become involved and active in the organization, STARFLEET encourages its chapters to recognize that involvement and dedication through rank promotion. Likewise, once a member advances to the rank of Commander, The Regional Coordinator may grant promotions to Captain and the STARFLEET Executive Committee may grant promotion of Captain and within the Flag ranks (i.e. Fleet Captain and higher) for service at the Chapter, Regional and Fleet levels.

The simplest way for a member to receive a promotion is to take and pass the Officer Training School exam from STARFLEET Academy. Once passed, OTS accords a member the promotion to the officer grade of Ensign, a rank which that member is granted through the remainder of his/her STARFLEET career, unless they continue to be promoted. No one, except the EC, can relieve any individual of a rank that has been granted by the EC including an officer commission from OTS to the rank of Ensign and Field Grade or Flag Rank promotions above the rank of Commander.

The Commanding Officer is responsible for all promotions (enlisted and commissioned) within the chapter. The system used on the USS Helen Pawlowski is the point system to quantifiably allow members to progress through the ranks to Lieutenant. Promotions to Lieutenant Commander and Commander, the USS Helen Pawlowski uses a promotion review board.

Promotions beyond the rank of Commander are granted only by the Regional Coordinator (Captain only) or the STARFLEET Executive Committee. Flag Promotion forms are available from STARFLEET Headquarters (please send a SASE) and should be returned when completed. Once again, ranks conferred by the EC may be taken away only by the EC;"

Rank and promotions are intended to recognize members that become involved in the organization, as well as those accorded higher responsibility within the organization, and should not be used to the detriment of any member. STARFLEET and the USS Helen Pawlowski ranks are honorary and carry no "real world" weight to them. No matter how high in rank, no member has the right to violate another member's rights, civil, USS Helen Pawlowski or STARFLEET. Individuals, such as Department Chiefs and other Command Staff Officers, may be accorded a certain amount of responsibility within the organization in order to provide them a means to effectively administrate. That responsibility is granted only on the condition that it is responsibly utilized, and that in performing those responsibilities the member adheres to USS Helen Pawlowski and STARFLEET policies and guidelines. Compliance with any USS Helen Pawlowski or STARFLEET policy or guideline is never forced upon anyone, but those that use their delegated authority outside the bounds of the USS Helen Pawlowski or STARFLEET policies may be relieved of their duties. The most important thing to remember in disputes over rank and authority is that this organization is primarily here for fun. This is all very much make-believe, and it's not going to appear on anyone's resume.

NOTE: See Regulation 100 for more information about promotions on the USS Helen Pawlowski and Appendix B: Rank & Insignia in the Appendix section for rank insignia diagrams.

STARFLEET

STARFLEET Is Our Members

For over 35 years, STARFLEET has provided Star Trek fans a way to meet each other, make

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friends, have fun, give back to their communities, and show that the dream of Gene Roddenberry can live long and prosper. On the local level, members can gather with other fans for a variety of enjoyable activities. On the international level, STARFLEET offers our members a wealth of resources that you won't find in any other Star Trek fan clubs. In addition to a great set of membership materials and our regularly-published newsletter, STARFLEET offers members the chance to get involved with STARFLEET Academy, the STARFLEET Marine Corps, the Department of Technical Services, and much, much more. We even have a group of academic monetary scholarships that are awarded to deserving STARFLEET members each year.

STARFLEET Is Our Chapters

STARFLEET is divided into hundreds of local Chapters, each named as a different starship or space station. Chapters are where the members of STARFLEET get together locally to make friends, meet, and have a fun time. Our many Chapters are spread out across the United States and also in foreign countries all over the world.

STARFLEET Chapters range in size from 10 members to several dozen. Some get together and meet in person while others are correspondence Chapters where members who live far away from each other can still exchange messages via e-mail, telephone, and even good, old-fashioned postal mail.

STARFLEET Is Our Regions

STARFLEET Chapters are grouped into Regions, each Region covering a different geographical area. These regions will often hold gatherings where crews of many Chapters get together for conferences, parties, charity events, and a whole range of other activities.

STARFLEET has a Chain of Command

Each Chapter is led by a Commanding Officer and a First Officer. Chapters report to Regional Coordinators, who form the Board of Directors for STARFLEET and work with an elected a 7-member Executive Committee that serves a term of 3 years. So there is a solid chain of command in place to deal with any problem or concern a STARFLEET member might have at any level of the organization.

One of the most fun aspects of being in STARFLEET is that every member can be assigned a rank—if the member chooses—and get promoted for participation in their local Chapter, or at the Regional or Fleet level, as well. New members in Chapters can start with introductory ranks like Cadet and Ensign and get promoted up through higher ranks like Lieutenant and Commander. When members get involved more actively at the Chapter, Regional, or Fleet level, they can get promoted even higher to Captain, or to flag ranks like Commodore or Admiral.

Of course, you can be a member of STARFLEET without joining a Chapter. You can also be a member of a Chapter without joining STARFLEET. And since some Chapters have membership dues that are separate from the STARFLEET annual subscription, some fans do decide to join either one organization or the other...and that's just fine.

As a non-profit corporation, STARFLEET strives to keep our annual membership dues as low as possible while still delivering quality membership materials and a positive membership experience for all.

To help make things affordable, we offer two variations of membership:

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Standard Membership, which includes a membership packet, along with the online edition and print edition of our quarterly newsletter, the STARFLEET Communique. E-Membership, which includes everything except the print edition of the newsletter.

Pricing

Due to added postage costs, membership dues for countries outside of the United States are slightly higher. All funds are in U.S. dollars.

	e-Membership	Standard
Membership Card Mailed	✓	✓
Online CQ (PDF)	✓	✓
CQ Mailed	—	✓
Base Cost	\$10	\$20
2nd Member	+ \$5	+ \$5
Additional Members	+ \$2	+ \$2
Canada	+ \$1	+ \$5
All other Non-US	+ \$5	+ \$5
<i>Prices are as of 1 May 2015</i>		

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CURRENT 2016 STARFLEET MEMBERSHIP PACKAGE

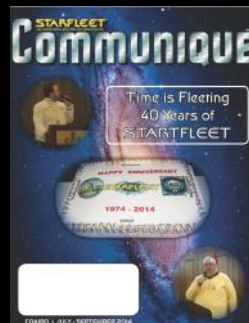
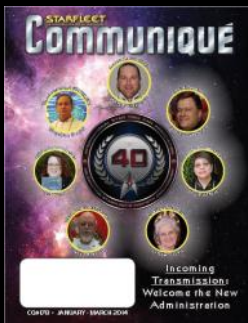


Thank you for your membership with STARFLEET the International Star Trek Fan Association, Inc. This membership packet contains either a CD containing information about STARFLEET, including a Membership Handbook and Big-Laus or a printed copy of these booklets. As well as membership certificates for you and your family, membership ID cards and a thank you gift for your membership. Currently, the thank you gift is this embroidered STARFLEET 40th Anniversary patch.



Welcome to STARFLEET, The International Star Trek Fan Association, Inc. Should you have questions, comments or other concerns, please feel free to contact us at: 1-888-734-6725

Examples: 1. For the Handbook
2. For Membership Program
3. For the Constitution
4. For the By-Laws
5. For the Star Trek Fan Association
6. For the Star Trek Fan Association
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MEMBERSHIP HANDBOOK

DUTY UNIFORM

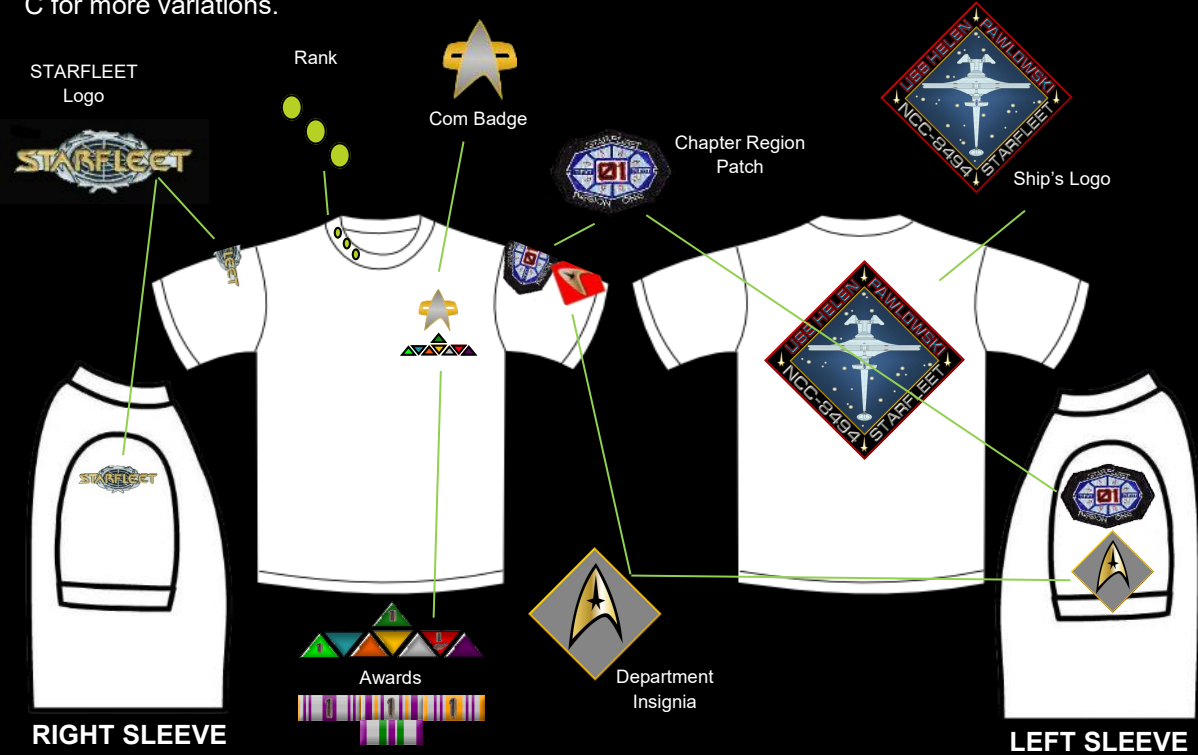
You are asked to wear your duty uniform at all STARFLEET functions: exceptions to this are:

- 1) Wearing an appropriate uniform (TOS, TWOK, TNG etc)
- 2) During any STARFLEET activity where standard dress is needed.

The chart below defines the color to the appropriate division.

Division	
Command/JAG/IG/Diplomatic	Red
Security/Operations/Engineering/Communications/Support	Mustard
Marines	Black
Medical/Science	Teal/Blue

The diagram below illustrates the duty uniform and placing of insignia and awards. See Appendix C for more variations.



The rank system used on the duty uniform is the rank system seen in ST: The Next Generation.

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REGULATION 100

PROMOTION SYSTEM

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MEMBERSHIP HANDBOOK



PURPOSE

The purpose of this regulation is to establish the promotion policies and procedures for all crewmembers, STARFLEET Marines and STARFLEET Special Operations Operatives assigned to the USS Helen Pawlowski. As established in both the STARFLEET and the USS Helen Pawlowski Constitutions, the Commanding Officer has the authority to promote any of his crew up to the rank of Commander. While the Commanding Officer has the authority to promote any of his crew as he pleases, The USS Helen Pawlowski uses three ways of promoting a crewmember. They are; The Promotion Point System, Promotion Review Board, and then the Commanders Promotion. The Promotion Point System is the PRIMARY procedure for promotion and requires the following:

- 1) Completing the minimum time requirement of six months minimum since last promotion.
- 2) Earning the required number of promotion points for the prescribed rank.
- 3) Only personnel who are maintaining membership requirements will be eligible for promotion.

RANK STRUCTURE

The USS Helen Pawlowski uses three rank styles which include the PIP Ranks as seen in Star Trek: Voyager, the STARFLEET Marine Corps and the STARFLEET Special Operations.

STARFLEET uses a rank structure very similar to the 20th century United States Armed Forces. The "Fleet" ranks are mirrored with what was seen in the series and movies. The STARFLEET Special Operations also use the same rank structure as Fleet. The STARFLEET Marines use different insignia and names more associated with the United States Marine Corps and Army. (For more information please see Appendix B. for more information.)

The USS Helen Pawlowski groups its ranks into categories. These are; Crewman Ranks, Cadet Ranks, Enlisted Ranks, Officer Ranks and Flag Officer Ranks. Each are described below in further detail.

Junior Cadet:

Junior Cadet Ranks are designed for the junior members of the chapter, starting at birth thru the 8th grade. These ranks are automatic at time of qualification for that rank. The ranks and requirements are as follows:

Rank

Cadet
Cadet Crewman

Requirements

From Birth thru the 3rd Grade
In the 4th grade thru the 8th Grade

Senior Cadet:

Cadet Ranks are designed for the adolescent members from the High School level of 9th Grade thru 12th Grade. These ranks are automatic at time of qualification for that rank. The ranks and requirements are as follows:

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Naval Rank

Cadet 1st Class
Cadet 2nd Class
Cadet 3rd Class
Cadet 4th Class

Marine Rank

Cadet Private
Cadet Private First Class
Cadet Lance Corporal
Cadet Corporal

Requirements

Freshman (9th Grade)
Sophomore (10th Grade)
Junior (11th Grade)
Senior (12th Grade)

Adult members have two basic forms of rank: Enlisted and Officer.

The enlisted ranks are separated into grades E1 through E9. From lowest grade to highest, the enlisted ranks are Crewman Recruit (CRR)/Private (PVT), Crewman Apprentice (CRA)/Private First Class (PFC), Crewman/Lance Corporal (LCPL), Petty Officer 3rd Class (PO3)/Corporal (CPL), Petty Officer 2nd Class (PO2)/Sergeant (SGT), Petty Officer 1st Class (PO1)/Staff Sergeant (SSGT), Chief Petty Officer (CPO)/Gunnery Sergeant (GSGT), Senior Chief Petty Officer (SCPO)/Master Sergeant (MSGT)/First Sergeant (1SGT), and Master Chief Petty Officer (MCPO)/Sergeant Major (SGM).

Below we will discuss each separately because the Marines and MACOs have different training requirements compared to the Fleet enlisted as required by the USS Helen Pawlowski .

Enlisted:

The Enlisted Ranks are designed for the crewmembers starting at the age of 18. These ranks are awarded by using the promotion point system. The ranks and requirements are as follows:

Fleet Rank

Crewman Recruit
Crewman Apprentice
Crewman
Petty Officer 3rd Class
Petty Officer 2nd Class
Petty Officer 1st Class
Chief Petty Officer
Senior Chief Petty Officer
Master Chief Petty Officer

Requirements

Initial enlistment and at least 18 years of age
Earn 60 promotion points
Earn 60 promotion points
Earn 60 promotion points
Earn 60 promotion points
Earn 75 promotion points
Earn 80 promotion points
Earn 90 promotion points
Earn 100 promotion points

Marine Rank

Private
Private First Class
Lance Corporal
Corporal

Requirements

Initial enlistment and at least 18 years of age
Earn 60 promotion points, must have PD-100 Completed
Earn 75 promotion points, must be MOS Qualified
Earn 80 promotion points, must complete NCO-100

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PROMOTION SYSTEM

Sergeant	Earn 90 promotion points, must complete NCO-201
Staff Sergeant	Earn 100 promotion points, must complete all NCO below 301
Gunnery Sergeant	Earn 200 promotion points, must complete NCO-301
Master Sergeant	Earn 200 promotion points, must complete LD-100, and PD-201
First Sergeant	Lateral promotion, must be holding a First Sergeant Position
Sergeant Major	Earn 300 promotion points, must complete LD-201

MACO Rank

Recruit
Crewman Recruit
Crewman Apprentice
Crewman
Petty Officer Third Class
Petty Officer Second Class
Petty Officer First Class
Chief Petty Officer
Senior chief Petty Officer
Master Chief Petty Officer
Fleet Master Chief Petty Officer

Requirements

Initial enlistment and at least 18 years of age
Earn 60 promotion points, complete Grade 1 Certification
Earn 75 promotion points, complete 1/4 Grade 2 Certification
Earn 80 promotion points, complete 1/4 Grade 2 Certification
Earn 90 promotion points, complete 1/4 Grade 2 Certification
Earn 100 promotion points, complete Grade 2 Certification
Earn 200 promotion points, complete Grade 3 Certification
Earn 200 promotion points, complete Grade 4 Certification
Lateral promotion, must be holding a First Sergeant Position
Earn 300 promotion points, complete Grade 5 Certification
Earn 300 promotion points, complete Grade 6 Certification

Warrant Officers

From their history in the real world militaries of the 20th century, the Warrant Officer (WO) has a place within STARFLEET. The Warrant Officers serve in those fields and billets that are too specialized in scope for unrestricted officers and billets that require a crewmember in a grade above staff noncommissioned officers. Warrant officers are, in essence, the technical specialists in STARFLEET and serve to fill in holes that would normally require an officer to cover, thus freeing the officer for more essential tasks such as base, unit or department administration.

Warrant Officers are accessed exclusively from the crew of the USS Helen Pawlowski enlisted ranks and are considered enlisted personnel for purposes of annual awards and promotions. The Warrant Officer grades are as follows:

Fleet Rank

Warrant Officer (WO)
Chief Warrant Officer Two (CWO-2)
Chief Warrant Officer Three (CWO-3)
Chief Warrant Officer Four (CWO-4)
Chief Warrant Officer Five (CWO-5)

Requirements

Appointed, must have held the minimum rank of E-5
Earn 150 promotion points, complete WWSO 108-119
Earn 250 promotion points, complete SO 101-110
Earn 250 promotion points, complete NCO 201, LD-101
Earn 350 promotion points, complete NCO-301, LD-201

Marine Rank

Warrant Officer (WO)
Chief Warrant Officer Two (CWO-2)
Chief Warrant Officer Three (CWO-3)
Chief Warrant Officer Four (CWO-4)
Chief Warrant Officer Five (CWO-5)

Requirements

Appointed, must have held the minimum rank of E-5
Earn 150 promotion points, complete all NCO below 301
Earn 250 promotion points, complete NCO-301
Earn 250 promotion points, complete LD-100, and PD-201
Earn 350 promotion points, complete LD-201

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MACO Rank

Warrant Officer (WO)
Chief Warrant Officer Two (CWO-2)
Chief Warrant Officer Three (CWO-3)
Chief Warrant Officer Four (CWO-4)
Chief Warrant Officer Five (CWO-5)

Requirements

Appointed, must have held the minimum rank of E-5
Earn 150 promotion points, complete WWSO 108-119
Earn 250 promotion points, complete SO 101-110
Earn 250 promotion points, complete NCO 201, LD-101
Earn 350 promotion points, complete NCO-301, LD-201

It is intended that those selected for Warrant Officer demonstrate advanced knowledge of the Fleet/SFMC/MACO, and leadership abilities in their chosen career field.

Officer:

In a similar fashion, the officer ranks are separated into 11 grades (O1 to O11). From lowest to highest, they are Ensign (ENS)/Second Lieutenant (2LT), Lieutenant junior Grade (LTJG)/First Lieutenant (1LT), Lieutenant (LT)/Captain (MCPT), Lieutenant Commander (LCDR)/Major (MAJ), Commander (CDR)/Lieutenant Colonel (LTC), Captain (CPT)/Colonel (COL), Fleet Captain (FCPT)/Brigadier (BDR), Commodore (COM)/Brigadier General (BGN), Rear Admiral (RADM)/Major General (MGN), Vice Admiral (VADM)/Lieutenant General (LGN) and Admiral (ADM)/General (GEN). There is no equivalent to STARFLEET's rank of Fleet Admiral, as that rank indicates the individual who is elected President of SFI.

Fleet Rank

Ensign
Lieutenant Junior Grade
Lieutenant
Lieutenant Commander
Commander

Requirements

Completion of Starfleet Academy OTS
Earn 150 promotion points
Earn 175 promotion points
Earn 200 promotion points, a Promotion Review Board and OCC
Earn 250 promotion points, a Promotion Review Board and OCC

Marine Rank

Second Lieutenant
First Lieutenant
Captain
Major

Requirements

Completion of Starfleet Academy OTS, OD-100, and PD-120
Earn 150 promotion points, OD-151, PD-130 and PD-135
Earn 175 promotion points and OD-161, and OD-171
Earn 200 promotion points, a Promotion Review Board, OCC and OD-201 and any OD-211 through OD-251
Earn 250 promotion points, a Promotion Review Board and PD-220

MACO Rank

Ensign
Lieutenant Junior Grade
Lieutenant
Lieutenant Commander
Commander

Requirements

Completion of Starfleet Academy OTS
Earn 150 promotion points
Earn 175 promotion points
Earn 200 promotion points, a Promotion Review Board and OCC
Earn 250 promotion points, a Promotion Review Board and OCC

Flag Officer:

The Flag Officer ranks are promotions of Captain and higher and are awarded by the Regional Coordinator or the STARFLEET Executive Committee. The Ranks are as follows:

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Rank

Captain/Colonel
 Fleet Captain/Brigadier
 Commodore/Brigadier General
 Rear Admiral/Major General
 Vice Admiral/Lieutenant General
 Admiral/General
 Fleet Admiral

Requirements

Regional Coordinator or the Executive Committee
 Awarded by the Executive Committee
 Awarded by the Executive Committee
 Awarded by the Executive Committee
 Awarded by the Executive Committee
 Awarded by the Executive Committee
 Elected by the general membership of STARFLEET

No one person on the USS Helen Pawlowski can be promoted from one rank to the next without waiting a minimum of 6 months in-between each said promotion. This is excluding the Commanding Officer and Executive Officer when assuming those duties or when promoted to Ensign from completion of OTS.

Promotion Point System

This system is used as the primary form for promotions. Many of the promotions require points to become eligible for that particular promotion. When a member feels they are qualified for that promotion to the next rank, they will see their Department Chief to file the proper promotion recommendation form.

When calculating your promotion points, the required points needed for promotion must be used within at least 5 of the categories.

Promotion Review Board

For the ranks of Lieutenant Commander and Commander, the individual up for promotion will have their records reviewed by the Promotion Board. 3-4 members serve as members of the Promotion Board which will submit all promotion recommendations back to the Commanding Officer/First Officer by a predetermined date during that quarter.

The board will consist of the First Officer who will serve as the board President during one quarter and the Commanding Officer who will serve as Board President during the following quarter. They will continue to flip-flip throughout the calendar year. The board will also consist of three (3) members which will be tasked to three different Department Chiefs during each promotion cycle (quarter). If one member is not present then the First Officer may replace that individual at his/her discretion. The tasking are as follows:

Jan-Feb-Mar-Apr

Chief Medical
 Joint Special Operations
 Chief Communications

May-Jun-Jul-Aug

Third Officer
 Chief Science
 Chief Security

Sep-Oct-Nov-Dec

Chief Diplomatic
 Chief Support Services
 Chief Engineer

Commanders Promotion

As authorized by both the STARFLEET Constitution and the USS Helen Pawlowski Constitution, the Commanding Officer reserves the right to promote any crewmember of the USS Helen Pawlowski. While this is reserved by the Commanding Officer, each promotion will be handled on a case by case situation.

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Promotions Due to Appointments

Under Regulation 600, Article IX: COMMAND STAFF, Section 3 thru 15, any crewmember who is promoted to a Command Staff Position or to a position in which a promotion is required, the crewmember must meet ALL the qualifications for that position with the prescribed time allowed and hold that position for a minimum of 12 consecutive months. If any of the above situations are not met, then the crewmember will revert back to their original rank prior to the appointment. If another promotion had taken place after the appointment, then the crewmember will revert back to their original rank and then be promoted to the next higher prescribed rank.

Rank Assessments Due To Transfers

The policy of the USS Helen Pawlowski is to accept any rank that a member may have within STARFLEET upon transfer to the USS Helen Pawlowski. If the new member is transferring from

another organization into STARFLEET and holds the rank under Captain, then the individuals rank will be recognized. If the rank is Captain or above, then the Executive Committee must determine the status of said rank.

The following is the chart of how much points are awarded for each category.

I. Ship's Operations

Become a Department Head
Become an Assistant DH
Become 2nd Officer
Become 3rd Officer
Newsletter Exchange
Newsletter article turned in
Submit report to Supervisor
Department Project

Points

20
10
15
10
5
2
5
5

Remarks

One time only
One time only
One time only
One time only
Per newsletter
Per article for CS only
Per report
Per project

II. Attendance Record

Attend USS Helen Pawlowski event
 If distance is over 50 miles less 100
 If distance is over 100 miles
Attend another chapter's meeting
Attend a convention
Work a convention
Provide refreshments at an event
Clean-up after a event

Points

2
1
5
2
10
5
5
5

Remarks

Per event
Add for each 5 miles > 50
Add for each 10 miles > 100
Per meeting
Per convention-One time only
Per every 3 hours
Per event-One time only
Per event-One time only

III. Recruiting

Recruiting a new member
Working a recruiting booth
Designing flyers
Posting flyers

Points

5
10
5
1

Remarks

Per recruit-Must join SFI
Per day
Per style
Per 25 posted

IV. STARFLEET

ST ARFLEET Academy Course

Points

10

Remarks

Per completed course

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PROMOTION SYSTEM

STARFLEET Academy Commendation	5	Per commendation
Appointed Director of School SFA	10	One time only
Appointed Regional position	5	One time only
Appointed Fleet position	5	One time only
V. Uniforms	Points	Remarks
Current Next Generation	20	Per promotion period
Other uniforms	10	Per promotion period
USS Helen Pawlowski T-Shirt	5	Per promotion period
VI. Chapter Service	Points	Remarks
Service event	5-20	Awarded at CO discretion
VII. Community Service	Points	Remarks
Donating a pint of blood	2	Per pint
CPR/First Aid Life Saving Classes	10	Per class
VII. Community Service Cont.	Points	Remarks
Clean Highway	5	Per activity
Other Services that last < 2 weeks	3	Per 3 hours
VIII. Recurring Community Services	Points	Remarks
Scouting (Boys or Girls)	1	Per month
Youth Sports-coach/organizer	1	Per month
Hospital volunteer	2	Per month
School volunteer	2	Per 5 hours
Church choir/teacher	2	Per month
IX. Participate in Public Service	Points	Remarks
Walk-a-thons	5	Per each event
Telethons	5	Per each event
Stampede	2	Per 100 stamps
Other	2	Awarded at CO discretion
X. Military Service	Points	Remarks
Current/Retired member of any Service	5	Per every 3 years of service
Overseas tour	1	Per every 4 months while over-seas
Enlisted rank	2	Per E grade
Officer rank	3	Per O grade
Prior Service/Military Dependent	5	Per promotion
XI. Newsletter	Points	Remarks
Newsletter Editor	10	Per promotion
Submitting article/story	3	Per item
Artwork	3-10	Editors discretion
Departmental Report	2	Per report

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XII. Recycling

	Points	Remarks
Aluminum	5	Per 25 lbs.
Glass	5	Per 25lbs.
Newspaper	5	Per 30 lbs.
Plastic	5	Per 50 lbs

The following is the chart of how much points are awarded for each category for Marines and MACOs.

I. Ship's Operations

	Points	Remarks
Become Marine OIC/SFSO TL	20	One time only
Become Marine DOIC/SFSO ATL	10	One time only
Become Platoon Leader/Sergeant	15	One time only
Become Squad Leader/Team Leader	10	One time only
Newsletter Exchange	5	Per newsletter
Newsletter article turned in	2	Per article for CS only
Submit report to Supervisor	5	Per report
Department Project	5	Per project

II. Attendance Record

	Points	Remarks
Attend USS Helen Pawlowski event	2	Per event
If distance is over 50 miles less 100	1	Add for each 5 miles > 50
If distance is over 100 miles	5	Add for each 10 miles > 100
Attend another chapter's meeting	2	Per meeting
Attend a convention	10	Per convention-One time only
Attend Marine/MACO Muster	10	Per Muster-one time only
Work a convention as a Marine/MACO	10	Per every 3 hours
Work a convention	5	Per every 3 hours
Provide refreshments at an event	5	Per event-One time only
Clean-up after a event	5	Per event-One time only

III. Recruiting

	Points	Remarks
Recruiting a new member	5	Per recruit-Must join SFI
Recruiting a new member	10	Per recruit-Must join SFMC/SFSO
Working a recruiting booth	10	Per day
Designing flyers	5	Per style
Posting flyers	1	Per 25 posted

IV. STARFLEET

	Points	Remarks
STARFLEET Academy Course	5	Per completed course
STARFLEET Academy Commendation	3	Per commendation
STARFLEET Marine Academy Course	5	Per completed course
STARFLEET Marine Academy Commendation	3	Per commendation
Appointed Director of School SFA/SFMCA	8	One time only
Appointed Battalion position	4	One time only
Appointed Regional/Brigade position	7	One time only
Appointed Fleet position	10	One time only

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V. Uniforms

	Points	Remarks
TWOK	25	One time only per uniform
Current TOS/NG/DS9/VOY/ENT	20	One time only per uniform
Marine/MACO Class B or C	10	One time only per uniform
USS Helen Pawlowski T-Shirt	5	One time only per shirt

VI. Chapter Service

	Points	Remarks
Service event	5-20	Awarded at CO discretion

VII. Community Service

	Points	Remarks
Donating a pint of blood	2	Per pint
CPR/First Aid Life Saving Classes	10	Per class
Clean Highway	5	Per activity
Other Services that last < 2 weeks	3	Per 3 hours

VIII. Recurring Community Services

	Points	Remarks
Scouting (Boys or Girls)	1	Per month
Youth Sports-coach/organizer	1	Per month
Hospital volunteer	2	Per month
School volunteer	2	Per 5 hours
Church choir/teacher	2	Per month
Fireman, Police, Prison Guards, Rescue	5	Per calendar year
Other (Commanding Officer discretion)	1-10	Per calendar year

IX. Participate in Public Service

	Points	Remarks
Walk-a-thons	5	Per each event
Telethons	5	Per each event
Stampede	2	Per 100 stamps
Other (Commanding Officer discretion)	1-5	Per each event, only one per cycle

X. Military Service

	Points	Remarks
Current/Retired member of any Service	5	Per every 3 years of service
Combat Tour	10	Per tour, each tour only once
Overseas tour (Any)	1	Per every 4 months while overseas
Enlisted rank	2	Per E grade
Officer rank	3	Per O grade
Retired Military	10	Per promotion
Prior Service/Military Dependent	5	Per promotion



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XI. Newsletter

Newsletter/Fanzine Editor
Submitting article/story
Artwork
Departmental Report

Points

10
3
3-10
2

Remarks

Per promotion
Per item
Editors discretion
Per report

XII. Recycling

Aluminum
Glass
Newspaper
Plastic

Points

5
5
5
5

Remarks

Per 25 lbs.
Per 25lbs.
Per 30 lbs.
Per 50 lbs.



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REGULATION 200 AWARDS PROGRAM

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MEMBERSHIP HANDBOOK

STARFLEET, Regional AND CHAPTER AWARDS

Purpose

This regulation briefly covers the policy for the STARFLEET, Region 1 and the USS HELEN PAW-
LOWSKI Awards Program. The awards take after the ribbon version as seen in the classic movies.
This regulation briefly outlines the award its criteria. For more information on this program, please
refer to the Manual. Each award that STARFLEET has have special significance, representing sig-
nificant accomplishments during your enlistment in STARFLEET or tour of duty aboard the USS
HELEN PAWLOWSKI. They should be worn with pride.

Proper Wear

Awards should be worn on the USS HELEN PAWLOWSKI duty uniform or on the Star Trek uniform
at all Ship functions. They are worn on the left side of the duty shirt and are placed in order of prece-
dence, with the highest awards placed on the bottom of the horizontal ribbon bar configuration (see
diagram on page 38).

Who Can Recommend STARFLEET Awards

Listed in precedence, the following are the only STARFLEET personnel who can recommend STAR-
FLEET Awards (hereafter known as "Recommending Officers" (RO), and the members and units
they can recommend.

STARFLEET EXECUTIVE COMMITTEE

All Members and Units of STARFLEET

STARFLEET CHIEF OF OPERATIONS

Starships Departments, Shuttles, Regions and Departments, Fleet Commanders,
Commanding Officers

REGION COORDINATORS (FLEET COMMANDERS)

Starships, Shuttles, Departments, Region Staff and Departments, Commanding Officers and Mem-
bers

REGION DEPARTMENT CHIEF (As Applicable)

Region Department Staff, Starship Departments, Department Chiefs, Department Crewmembers

COMMANDING OFFICER

Department Chiefs, Departments, Shuttles, Crewmembers

STARSHIP DEPARTMENT CHIEF

Department Crewmembers

In the instance where the RO's should be considered for STARFLEET awards, the ROs Executive
Officer, deputy, or designated assistant can make the recommendation to the ROs superior.

Persons who are NOT members of STARFLEET, but have helped, aided or benefited STARFLEET
in some way, can be recommended for a STARFLEET award as appropriate and applicable.

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STARFLEET wants to show appreciation and acknowledgement to those outside the organization Who believe in what STARFLEET is about and wants to help in some way!

How To Determine If An Award Is Warranted

Before recommending an award, the RO must first be absolutely certain that the award is warranted in the first place. Awards must not be recommended for a member or unit that simply performs their duty as expected. Usually, if you have to ask yourself if the award is warranted, then it probably isn't.

Typically, a member/unit has made a significant accomplishment or achievement; or has performed their duty with above average zeal and diligence. This is what should be noted and considered.

There are two back-ups built into the recommendation process. When a recommendation is made, it must be approved by the RO's superior. He/she can overrule a recommendation if felt that the award is not warranted. The second back-up is the Chapter/Region/STARFLEET Awards Committee (hereafter known as "SFAC/RAC/CAC"). The SFAC/RAC/CAC may also determine that an award is not warranted (however, this should be a rare instance). Another way an RO can determine a warranted award is to seek out the opinion of his/her First Officer, deputy, or (as applicable) staff 'review board'. They can help to give the RO objective views that will help in deciding an award recommendation.

It is absolutely important that RO's carefully and seriously consider award recommendations. Carefully read the criteria for each award. That will help determine the appropriate award. If the award criteria doesn't seem to apply, then an award is not warranted.

Procedures For Recommending Awards

The Chief Operations Officer maintains the Awards Recommendation Forms that will be used when recommending STARFLEET/Region/Chapter awards. Fill out the appropriate form to make an award recommendation. Fill out a form for each award recommended and please type or print clearly. Illegible forms will cause a delay in processing.

A STARFLEET unit is a starship, shuttle, or facility; a department, office or service made up of two or more STARFLEET members and/or associates. Said units must be officially recognized by STARFLEET to be considered for STARFLEET awards.

After reading the criteria for the awards and having determined that the award or awards is warranted fill out the appropriate forms and send them with a self-addressed stamped envelope (SASE) to your immediate supervisor, who will approve or not approve your recommendation. If not approved, it will be sent back with an explanation as to why it was not. If the RO still feels that the award is warranted, he/she may appeal to the Director, SFAC, RAC or CAC. The appeal will be considered and the appropriate awards committee will render a decision, which will be final. If not approved, the RO will be notified. If approved, the RP will be notified so that the appropriate fees can be sent.

If the award recommendation is approved by the RO's superior, the RO then submits the form (s) with the correct fees.

STARFLEET Award Certificates (SAC)/Region Award Certificates (RAC)/Chapter Award Certificates (CAC) and Award Ribbons are available for award recipient.

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Awards In Order Of Precedence

On the USS Helen Pawlowski, STARFLEET Awards (STARFLEET HQ and SFA), Regional Awards and Chapter Awards are designed to be worn together. SFMC Awards can only be worn by SFMC members and can not have any other service component awards worn together. SFSO Awards can only be worn by SFSO members and can not have any other service component awards worn together.

STARFLEET, Region and Chapter Awards In Order of Precedence

Chapter Of The Year Award, Shakedown Chapter Of The Year Award, Support Chapter Of The Year Award, Flag Officer Of The Year Award, Officer Of The Year Award, Enlisted Member Of The Year Award, Junior Member Of The Year Award, Commanding Officer Of The Year Award, Order Of Axanar-1st Class/2nd Class/3rd Class; Order Of Babel-1st Class/2nd Class/3rd Class, Order Of Cochrane-1st Class/2nd Class/3rd Class, Order Of Darmok And Jalad-1st Class/2nd Class/3rd Class, Order Of Dionysus-1st Class/2nd Class/3rd Class, Order Of Gaea-1st Class/2nd Class/3rd Class, Granite Order Of Tactics-1st Class/2nd Class/3rd Class, Order Of Hawking-1st Class/2nd Class/3rd Class, Order Of Herodotus-1st Class/2nd Class/3rd Class, Order Of Prentares-1st Class/2nd Class/3rd Class, Order Of Roddenberry-1st Class/2nd Class/3rd Class, Order Of Samartian-1st Class/2nd Class/3rd Class, Order Of S'harlen-1st Class/2nd Class/3rd Class, Order Of Surak-1st Class/2nd Class/3rd Class, Order Of Tarbolde Of Canopus-1st Class/2nd Class/3rd Class, Director Of The Year, College Of The Year, Institute Dean Of The Year, Institute Of The Year, Support Staff Member Of The Year, Commandant's Star Award, Red Squad, Blue Squad, Gold Squad, Red Squadron Leader, Blue Squadron Leader, Gold Squadron Leader, Assistant Red Squadron Leader, Assistant Blue Squadron Leader, Assistant Gold Squadron Leader, Boothby Award.

Medal Of Honor, Star Cross, Distinguished Service Award, Legion Of Merit, Purple Heart, "Dearest Blood" Decoration, "Let Me Help" Award, Region One Commendation, Good Conduct Decoration, Final Frontier Award, "SOL III" Award, Meritorious Service Award, Garth Order of Tactics, Phoenix Award, Unit Distinguished Service Award, Unit Commendation Award, Joint Meritorious Service Award, Meritorious Unit Commendation Award, Campaign Citation, "E" (Enterprise) Ribbon, OTS, OCC, Legion Of Honor, Daystrom Achievement Award, Silver Star Award, Starship Of The Year, Starship Of Excellence, Best Shakedown Cruise, Chapter In Training Of Excellence, First Mission Citation, Support Ship Of The Year, Region One Medal, STARFLEET Class Of Excellence, Johnathan Archer Award, Department Of The Year Award, RDC Of Excellence, Cadet Of The Year, Edith Keeler Award, Staff Member Of The Year, Newsletter Of The Year, Communications Excellence, Chapter Spirit Citation, Chapter Department of Excellence Citation, Chapter Command Staff Citation.

STARFLEET Marines or STARFLEET Special Operations have additional award ribbons that reflect their organizational design. When awards are recommended for an individual who is also a STARFLEET Marine or STARFLEET Special Operations, The Individual must be recommended for the STARFLEET Marine or STARFLEET Special Operations equivalent of the award.

Awards and criteria:

For STARFLEET awards criteria:

<http://www.sfi.org/merit/> and <http://www.sfi.org/starfleet-annual-awards/>

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For STARFLEET Academy awards criteria:

<http://acad.sfi.org/student/aboutawards.shtml>

For Region One awards criteria:

<https://sites.google.com/site/sfir1awards/Home>

For SFMC awards criteria:

<http://www.library.sfi-sfmc.org/#>

For SFSO awards criteria:

<https://sfisfso.wordpress.com/publications/> and <https://sfsomaco.wordpress.com/maco-awards/>

Chapter awards criteria:



CHAPTER SPIRIT CITATION (Member of the Year)

Citation - FOR ANY CREWMEMBER WHO DEMONSTRATES GREAT SPIRIT, DEDICATION AND LOYALTY TO THE CHAPTER.

Criteria— Awarded by the Chapter Commanding Officer to those members who demonstrates great spirit, dedication and loyalty to the chapter on a continuous basis.

Ribbon description- RED WITH A BLACK STRIPE

Devices-Bronze, Silver and Gold stars for subsequent awards



CHAPTER DEPARTMENT OF EXCELLENCE CITATION (Department of the Year)

Citation- MOST OUTSTANDING CHAPTER DEPARTMENT OF THE YEAR

Criteria- For the most outstanding department. Departments are defined as those or categorized by the Chapter Membership Handbook.

Ribbon description-RED WITH BLACK STRIPES

Devices-Department Color Device; 1st award is color of department, 2nd award is half and half if different department, if same then a bronze border, followed by silver and then gold

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CHAPTER LEADERSHIP AWARD

Citation- FOR ANY CREWMEMBER WHO SUCCESSFULLY COMPLETES A 1 YEAR TOUR AS A COMMAND STAFF MEMBER

Criteria-awarded by the Chapter Commanding Officer to those members of the Command Staff who successfully completes 1 year as a Department Head, First Officer, Second Officer or Third Officer

Ribbon description-RED/BLACK
Devices-Gold Northern Star=CO, Silver Northern Star=XO, Silver Star=C2O, Bronze Star=C3O, Department Color Star=Department Head

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CIVILIAN DISTINGUISHED SERVICE CERTIFICATE

Recommended by: Commanding Officer and higher.

Criteria: To recognize the extraordinary contributions and assistance of outside associates, businesses and organizations.



HONORARY MEMBERSHIP CERTIFICATE

Recommended by: Commanding Officer and higher.

Criteria: Is awarded to an individual either STARFLEET members or a non-fleet individual who has taken a great interest in the welfare of the USS Helen Pawlowski and her crew.



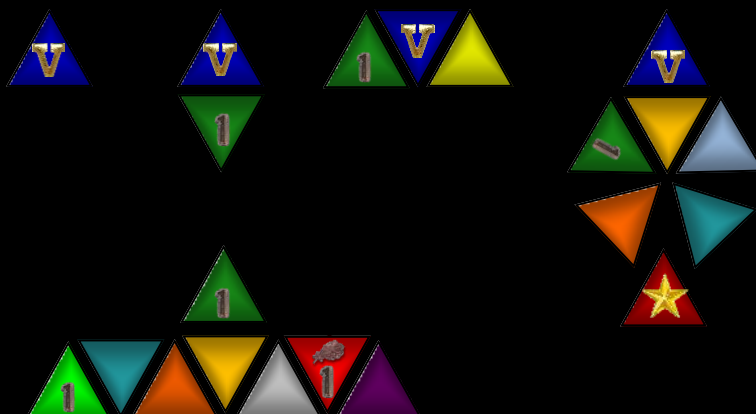
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REGULATION 300

CHAPTER PROPOSALS

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PROPOSALS

Purpose

This regulation covers the policy for submitting proposals to the ship for implementation by paid members. Each proposal must satisfy three basic criteria: Cost, Manpower, and Feasibility. Of course the idea must benefit the chapter and not break any ship or STARFLEET regulation.

Cost

First and foremost of any idea for the USS Helen Pawlowski is the cost of the project. It has been a general rule of thumb for the past year that if it cost more than \$50.00, you will need to add a secondary proposal on raising the money to cover the cost of materials in the main proposal.

Manpower

Most ideas will need a few good men/women to make it happen, thus you must also supply the manpower. In the USS Helen Pawlowski's past, manpower needed was usually less than ten members. Once in a while the required manpower will exceed this amount. This is when you need to supply some sort of support for the idea. Remember that the idea has not been approved at this point. You are simply looking for people who will donate their time for your idea.

Feasibility

The final question that needs to be answered is "can it be done?" What seems like a good idea often fails this question. Consider the following:

- A) Are the materials available?
- B) Is the construction sound? (i.e. will it last)
- C) Can the supply and demand be met?
- D) Is the idea or product appealing to the members?

Procedure

1. The respective Department Read must be notified of the idea and approval must be given to do research on the idea. The DHO will in turn notify the CO or XO that an idea is being researched with their approval.
2. Before a presentation can be expected, it must be completely researched to the extent of the members ability.
3. It must then be presented to the Command Staff to work out any problems the individual member may have missed.
4. Once the final problems (if any) are worked out, the member is called in to make the final proposal to the staff.
5. The Staff is polled to see what their pro's and con's of the idea are.
6. The Command Staff will make the final decision on wither to go with the idea or not.
7. If the Command Staff decides that. the membership should have a say, it will be placed an the agenda of the next meeting for a vote.
8. If the Command Staff decides that no vote is needed, a full announcement of the implementation of the idea will be placed on the agenda of the next meeting including the assignment of any personnel.

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- Any Proposal that is "killed" by the Command Staff may not be entered into the Staff for consideration for a period of six (6) months.

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REGULATION 400 SHUTTLE PROGRAM

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MEMBERSHIP HANDBOOK



USS HELEN PAWLOWSKI SHUTTLE PROGRAM**Purpose**

The purpose of this regulation is to make familiar the basic regulations set forth by STARFLEET on the requirements to start a shuttle and how the USS Helen Pawlowski will sponsor a said shuttle.

STARFLEET Shuttlecraft Program

In order to stimulate growth, ST ARFLEET has initiated and continued the successful Shuttlecraft program, a "training course" for individuals and chapters that aspire to become official chapters of STARFLEET and receive a chapter charter. Typically, new chapters of STARFLEET form for a variety of reasons; distance from a currently active chapter, specific needs of a group of members, cultural or philosophical differences, etc. When a group of members come together and decides to meet the challenge, the STARFLEET Shuttlecraft Program is designed to help those members become an active, growing, and prosperous chapter of STARFLEET.

Shuttlecraft serve as chapters-in-training under the tutelage of an already established chapter within their region (usually), called a support ship. When the following conditions have been met, the crew of a Shuttlecraft can be officially launched by their Regional Coordinator:

- The crew must consist of at least five active STARFLEET members, including the CO and XO.
- The CO and XO must have taken and passed the STARFLEET Officer Training School (OTS) exam.
- Authorization must have been received from the Department of Technical Service for the Shuttlecraft name.

With the conditions met, a complete Vessel Registration Request (VRR) form, along with copies of the OTS certificates and DTS name authorization, as well as a one-time registration fee of \$5.00 (US Funds) can be sent to the Commanding Officer of the shuttle's support ship. Once approval by the support ship CO, the VRR package is forwarded to the Regional Coordinator who will review it and launch the shuttle if all is in order, forwarding the package on to Shuttle Operations Command (ShOC). Once the VRR has been completely approved by ShOC, the shuttle's launch by the RC is officially approved, with the Commanding Officer promoted to the rank of Commander and the Executive Officer promoted to Lieutenant Commander.

Shuttles perform activities and operations much like a chartered chapter (starship) of STARFLEET. Reports must be filed on a monthly basis with the support ship CO, the RC, and the Chief of Shuttle

Operations Command, STARFLEET. During their time as a Shuttlecraft the crew is encouraged to begin developing operational procedures, newsletter, recruiting, and other activities normally performed by STARFLEET chapters. Within the space of a year (typically between six and nine months), the crew of the Shuttlecraft may submit another VRR form to request a chartered starship. In order to be commissioned as a starship, the following conditions must be met:

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- The crew must now consist of at least ten active STARFLEET members, including the CO and XO.
- The CO and XO must have taken and passed both the Officer's Training School exam and the Officer's Command College exam.
- Authorization must have been received from the Department of Technical Services for the ship name, NCC number, and starship class and type.

When these additional conditions have been met, another completed VRR form should be sent to the Commanding Officer of the shuttle's support ship, then to the Regional Coordinator, along with copies of all needed diplomas, name and class authorization. This form will be reviewed and, if approved, sent onto the STARFLEET Chief of Shuttle Operations Command and the Chief of Operations. If all requirements have been met, the Chief of Operations, STARFLEET will officially commission the starship and issue a charter to the crew. The new starship CO is promoted to the rank of Captain, and the XO is promoted to Commander.

For more detailed information concerning the STARFLEET shuttlecraft program and how to become a chapter of STARFLEET, please contact either the Chief of Shuttle Operations Command, STARFLEET or the, Chief of Operations, STARFLEET (don't forget a SASE). It is advised that Proposed chapters maintain copies of all submitted material, especially the completed VRR. Also the use of cash for the above required fees is not recommended as checks or money orders provide a more substantial record of transaction.

Sponsorship Application/Request

The procedure in which a proposed shuttle crew must follow if the Helen Pawlowski is to become their sponsor are as follows:

The propose shuttle Commanding Officer will submit in writing a written application/request for formal sponsorship. This request will then be brought to the first immediate Command Staff meeting were the proposal will be brought forward. The Command Staff will review the application, and if all is in order, the Command Staff will vote. A majority vote will determine sponsorship.

If sponsorship is approved, then the Commanding Officer or a designated representative will call the Proposed shuttle Commanding Officer by means of telephone to let him/her know their status. Then a formal letter will be sent to the crew of the proposed shuttle welcoming them as a official shuttle of the USS Helen Pawlowski.

If sponsorship is disapproved, then the Commanding Officer must contact the proposed shuttle Com-

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manding Officer by telephone and explain why the proposed shuttle was disapproved, and. If possible, what corrections can be made for approval of sponsorship.

Sponsorship Responsibilities

It will be the responsibility of the sponsorship to see to the needs of the shuttle. This will be achieved by requiring that all Department Heads to correspond with their counter parts on the shuttle in order to help them with problems or suggestions on running a department. The sponsorship will also designate an officer as shuttle coordinator who will receive all monthly reports from the shuttle and to bring any problems or request from the shuttle to the attention of the Command Staff.

The Commanding Officer and First Officer of the shuttle will receive one (1) copy each the USS Helen Pawlowski Handbook and one (1) copy of each issue of the USS Helen Pawlowski newsletter "THE GUARDIAN".

Shuttle Responsibilities

It will be the responsibility of the sponsored shuttle to report monthly as required by the ShOC Handbook, and to supply to this command a copy of the completed Shuttle VRR, a copy of the launch certificate, and a copy of the DTS letter. The shuttle CO will also supply this command with bi-monthly copies of shuttle command positions, crew roster by position, and crew roster by SCC#s.

The shuttle CO will also insure that copies of any publications such as newsletters, fanzines, flyers and handbook be supplied to this command.

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REGULATION 500

DEPARTMENT HEADS

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MEMBERSHIP HANDBOOK



DEPARTMENT CHIEF'S DUTIES AND RESPONSIBILITIES**Purpose**

The purpose of this regulation is to inform the current Department Head Officers (DHO) and or future Department Head Officers of what is expected of them if he/she decides to continue as a DHO or to become a DHO on board the USS Helen Pawlowski.

Responsibilities

The following is additional responsibilities that a DHO has not only to his/her chapter but to his/her department. This list is in addition to those required in the constitution.

1. All DHO must check in with the CO on a weekly basis.
2. ALL DHO are responsible for keeping individuals in their department informed of what is happening on the ship.
3. All DHO are required to recruit for your department.
4. All DHO are required to help keep track of promotion points for individuals in their department.
5. All DHO are required to submit monthly reports (using the chapters Department Report Forms) and to have them turned in to the Chief Operations Officer NO LATER THAN the 25th of each month.
6. Promotion Forms, Awards Forms, and any problems should first go through you before they reach the Captain.
7. All DHO are required to attend all staff meetings (waiver able by the Chapter CO)
8. All DHO are encouraged to attend ship activities.
9. Failure to meet these requirements could result in your removal from the DHO position.

Monthly Reports

All DHO must submit a monthly status report of their department activities. These reports are to be sent to the Chief Operations Officer no later than the 25th of each month. The Chief Operations Officer will collect all monthly reports, and then submit a combined status report to the First Officer/Commanding Officer **NO LATER THAN** the last day of that particular reporting month.

Promotions

When a department member is eligible for promotion, the DHO needs to sit down with the individual and work out the Promotion Recommendation Form. The DHO needs to review the form before he/she turns it into the First Officer. The DHO needs to make sure that all information present is accurate, and that all prerequisites are met before any individual can be promoted.

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Department Positions

It is the duty of the DHO to help assign new members of the department to choose a position within their department from the list of positions from the handbook. Once an individual makes the choice, the DHO must notify the Chief of Operations so that the individual's records can be updated.

Department Meetings

It is very encouraged by this Command Staff that DHO conduct a minimum of one Department Meeting per month that is separate from the chapters monthly meeting, This is because there is no time during the monthly meetings to conduct department business. The time, and location is to be determined by the DHO, the Command Staff just request that you submit the date and time to the Chief Operations Officer so that it may be added to the monthly planner.

What DHO Should Always Maintain

- A file containing past department reports.
- A current roster of current department personnel and positions.
- Blank Department Report Forms.
- Blank Promotion Recommendation Forms.
- Blank Academy applications.
- Chapter flyers (a minimum of 15).
- Blank Chapter Information Sheet (a minimum of 10).

In the event that you do not have any of these materials or need more, just contact the Chief Operations Officer.

Crew Rosters

Are provided by the Chief Operations Officer and is updated every month. At each Command & Staff meeting, a copy is provided to the DHO. If any corrections are needed, just make them on the roster and return it to the Chief Operations Officer who will then return a corrected copy within 7 working days.

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REGULATION 600

DISCIPLINARY PROCEDURES

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MEMBERSHIP HANDBOOK

DISCIPLINARY PROCEDURES

Grievances and Due Process

While the main thrust of the USS HELEN PAWLOWSKI has always been to uphold and espouse the philosophy of Star Trek - with tolerance, brotherhood, mutual cooperation, and compassionate justice its worthy goals. Occasionally these philosophies may be lost when interpersonal and inter-chapter relationships fail. It is the desire of the Commanding Officer that members allow any grievances to be solved at the lower levels of the chain of command. However, should members feel they have not been dealt with fairly, they may petition the Commanding Officer and ultimately present their case before the Commanding Officer.

Most grievances can be dealt with at the department level by one of the several officers the Commanding Officer has appointed to represent the chapter in such matters: namely the Department Head.

Military style court martial proceedings have been replaced, as these are confrontational and counterproductive and often make matters worse. Instead, justice should be fair and compassionate, not punitive and degrading. The emphasis is placed on problem solving and not punishment. Ask the individual how they think the problem can be solved—they may surprise you. There are, however, three disciplinary actions a Department or Department Head cannot take. First, they cannot expel a member from the chapter; only the Command Staff can take such action. Second, they cannot revoke a rank either enlisted or officer—only the Commanding Officer has the power to reduce a member of the crew up to O-5. And third, no one can impose any punishment that violates civil law. The Commanding Officer WILL expel from the chapter ANY person or group responsible for transgressing this rule and will be referred to STARFLEET for possible further actions.

The highest punishment that the chapter Command Staff can exact from a crewmember is expulsion, but this should be used as a last resort and only on the truly deserving. The decision to expel a crewmember must be conveyed by written letter, and must be forwarded to the Chief of Operations, STARFLEET. The expelled member will then be removed from that chapter's roster and offered membership in another chapter, if possible.

The Commanding Officer, however, is not so naive as to believe that people are not occasionally dealt with unfairly. Therefore, all members of the chapter are reminded of their right of due process, which guarantees the right to a full investigation into any allegation; the opportunity for both sides of an issue to be fully heard before any judgment is passed; the right to be assumed innocent until proven guilty; and the right to appeal any decision up to the Command Staff, whose decision is considered final. Members may appeal any decision that they feel violates their rights as set down by the chapter and STARFLEET regulations. Members must remember that with these rights also

comes the responsibility of appropriate behavior as set down in chapter membership manual, page 15, under Member's Responsibilities. One final note—the Senior Officers of the USS Helen Pawlowski (DHO and up) are in no way a substitute for local, state, and federal authorities of law and order. If a crime has been committed, by all means, summon the police.

Chapter Command Staff Level

Members of the chapter Command Staff are considered to be the leaders of this chapter and as

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such are held to high standards in terms of their conduct and behavior. Article 5 of the current chapter Regulation 700 outlines the processes by which a member of the Command Staff can be removed from office for failing to live up to their required obligations.

HARASSMENT AND MISCONDUCT

It is the policy of the USS Helen Pawlowski that harassment or misconduct, defined as behavior by one member perpetrated upon another member that would be construed as illegal under local, county, state, provincial, federal, or international law, will not be tolerated at any time. This includes, but is not limited to, sexual harassment or harassment based on a member's ethnicity, religion, social or economic background, or any other legally defined category. Any chapter member, regardless of rank or position, found to be in violation of this section shall be subject to immediate discipline, and possible expulsion.

DISCIPLINARY ACTION AND POSSIBLE SANCTIONS

As a member, if you have a complaint for a criminal act committed against you by another member of the chapter that took place during a department or chapter event and you have filed a complaint with the appropriate authorities; if you have filed a complaint for violations of the Member Responsibilities listed in the chapter handbook on page 15 and is not resolved through the chain of command of your department or through your Commanding Officer; or the Command Staff has voted to cancel your chapter Membership pursuant to this regulation, the following process will apply:

1. Filing a Complaint: The Complainant Member needs to file their complaint with the Commanding Officer, USS Helen Pawlowski. All supporting documentation and information should be included when filing the complaint. The Commanding Officer, USS Helen Pawlowski will review the complaint and determine if it has merit and should be investigated.

For complaints under member's rights on page 15 of the chapter membership manual, if the Commanding Officer, USS Helen Pawlowski finds that there is insufficient information or evidence or doesn't believe an investigation is warranted, the Commanding Officer, USS Helen Pawlowski

will send an E-Mail or letter to the Complainant Member advising that no investigation will be done, but give them 30 days to send in more information if they wish to make one final request for an investigation.

2. Processing the Complaint: The complaint will be sent by the Commanding Officer, USS Helen Pawlowski to the chapter Inspector General to review the matter, record the parties involved, assign a number for tracking, and begin the investigation pursuant to the Inspector General, STARFLEET's Handbook. The investigation should be done as quickly as possible to ensure timeliness.

3. Reporting: After the investigation is complete, the chapter Inspector General will submit a report to the Commanding Officer, USS Helen Pawlowski, chapter Command Staff, and to all Members involved in the complaint. The report will include a list of the grievances raised and sections of the chapter Rules and Regulations that are in violation, and will be sent via E-Mail or certified mail to the Accused Member who is at the address listed in the membership records.

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4. Response: The Accused Member shall be given thirty (30) days to respond via E-Mail or certified mail to the chapter IG. The Accused Member has the right to request one extension of thirty (30) additional days, from the chapter IG, to prepare their response.

5. The Decision: After receipt of the Accused Member's response or expiration of the response term, the Commanding Officer, USS Helen Pawlowski shall submit the Complaint and any evidence immediately to the chapter Command Staff for review and a decision. The chapter Command Staff decides by majority vote if the grievances are valid.

6. Sanctions: If the Complaint is found to be valid, the AB may apply one or more of the following sanctions:

- a. The Accused Member may be issued a written warning, provided to them by the chapter First Officer;
- b. The Accused Member may be recommended to the chapter Commanding Officer for reduction in rank;
- c. The Accused Member may be expelled from the chapter;
- d. The Accused Member may be sued in a civil proceeding or filed charges against them in a criminal court of appropriate jurisdiction;
- e. Any other sanction as determined by the chapter Command Staff.

7. Notification: The Accused Member will be notified of the decision and the imposed sanction by E-Mail or mail by the Commanding Officer, USS Helen Pawlowski or their duly appointed representative.

8. Appeal: The Accused Member has the right to appeal. The appeal must be lodged with the chapter Inspector General and the Commanding Officer, USS Helen Pawlowski via E-Mail or via certified mail within thirty (30) days of the date of the E-Mail sent notifying them of the decision and sanctions or of the date of receipt of the decision letter if sent via certified mail.

In the event that the complaint is in regards to the Commanding Officer, USS Helen Pawlowski, the First Officer, USS Helen Pawlowski shall fulfill all of the duties where the Commanding Officer, USS Helen Pawlowski is listed in the process above.

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REGULATION 700

CONSTITUTION

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MEMBERSHIP HANDBOOK

PREAMBLE:

We, the members of the USS Helen Pawlowski NCC-8494, a correspondence chapter of STARFLEET; The International Star Trek Fan Association, Inc. (hereafter known as the "USS Helen Pawlowski"), a not-for-profit organization based in Whiteville, North Carolina, in order to provide a social organization in which people of diverse backgrounds with similar interests can interact to promote the optimistic future as envisioned in the Star Trek universe and to support that optimistic future through community services, social activities, and creative endeavors, do hereby establish this Constitution for the organization, USS Helen Pawlowski NCC-8494.

ARTICLE 1: MEMBERSHIP**Section I: Application and Classification**

All persons seeking application to the USS Helen Pawlowski shall be awarded membership and shall remain members so as they maintain all membership requirements as provided in the current Membership Handbook. The USS Helen Pawlowski believes in the value of Infinite Diversity in Infinite Combinations (IDIC). Therefore, membership in the USS Helen Pawlowski is open to all.

All members will hold either the classification "Active Duty Member", "Reserve Duty Member" or "Honorary Member." All persons who are in compliance with membership requirements as stipulated in the most current Membership Handbook, be they Active Duty or Reserve Duty, shall be deemed voting members of the organization. Active Duty and Reserve members shall be those members who wish to be assigned a fictional rank and position aboard the USS Helen Pawlowski who seek to participate in STARFLEET in some active fashion via Sector, Regional, or International Offices and also by participation in official STARFLEET Electronic Communications or the STARFLEET Academy. Honorary Members shall be those members who do not have a vote and/or who do not wish to be assigned a fictional rank or position and do not seek to participate within the USS Helen Pawlowski by any other means.

Any USS Helen Pawlowski member may cancel his membership at any time by a written and signed request sent to the USS Helen Pawlowski Chief of Operations, or by any other means deemed acceptable to the Command Staff. Requests for cancellations are subject to verification via telephone. All membership dues are non-refundable. Re-instatement of a previously canceled membership will be decided on a case-by-case basis by the USS Helen Pawlowski Command Staff.

Involuntary revocation of membership in the USS Helen Pawlowski may be made only upon a majority vote of the Command Staff, after giving the member advance notice of the intended action and an opportunity to be heard. In case of revocation of membership, any pre-paid membership dues shall be refunded on a pro-rated basis.

Section 2: Office Held by Members

Only Active Duty USS Helen Pawlowski members may hold an office or position of responsibility within the organization, where said positions are defined in the current USS Helen Pawlowski Membership Handbook.

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Section 3: Not-For-Profit Status

USS Helen Pawlowski is a not-for-profit organization. No member of the USS Helen Pawlowski, of whatever classification, shall have any interest in, or right to the property and assets of the USS Helen Pawlowski. However, not all assets dedicated to the promotion and growth of the USS Helen Pawlowski are exclusive to the organization. Departments and individual members have the right to maintain their own assets apart from those of the USS Helen Pawlowski though they may be dedicated to a common purpose.

ARTICLE 2: DEFINITION OF TERMS**Section I: USS Helen Pawlowski NCC-8494**

USS Helen Pawlowski is based upon "Starfleet" as depicted in the Star Trek television series, motion pictures, and literature. The USS Helen Pawlowski operates within the Star Trek universe to enhance the experience and fun of membership. Therefore the following terminology shall be considered interchangeable within the USS Helen Pawlowski:

Chapter	Commissioned Duty Station (Starship, Space Station, etc.) as defined In the current Membership Handbook (hereafter referred to as "ship")
Chapter-In-Training	Shuttlecraft (hereafter referred to as "shuttle")
Chapter/Chapter-In-Training President	Commanding Officer (CO)
Chapter/Chapter-In Training Vice-President	First (or Executive) Officer (XO)
The President of the organization STARFLEET or the Fleet Admiral	Commander, STARFLEET (CS)
The Vice-President of the organization STARFLEET or the Vice Fleet Admiral	Vice-Commander, STARFLEET (VCS)

Section 2: Fictional Rank

Ranks awarded to USS Helen Pawlowski members as described in the current Membership Handbook are fictional and only to reflect a member's length of time in; and contribution to the organization.

Fictional ranks alone do not give any member authority over another member in the USS Helen Pawlowski. A position assigned to a member in a ship, shuttle, or in the Fleet may give that member responsibility to administer the assigned duties of that position. However, no member has the right to misuse responsibility granted by the USS Helen Pawlowski to violate another member's legal rights.

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ARTICLE 3: ORGANIZATIONAL STRUCTURE

Section 1: Organization

The Administrative body of the USS Helen Pawlowski shall be the Command Staff.

Section 2: Command Staff

The governing body of the USS Helen Pawlowski shall be the Command Staff. The Command Staff shall consists of the Commanding Officer, First Officer, Second Officer, Third Officer and the Department Chiefs of the various departments of the USS Helen Pawlowski and shall be chaired by the Commanding Officer, USS Helen Pawlowski . The function of the Command Staff shall be to adopt and enforce policies as suggested by members of the Command Staff as well as the members of the USS Helen Pawlowski itself. The Command Staff shall be the final authority in the interpretation of this Constitution and of the policies and procedures of the organization.

Voting authority within the Command Staff is given to the Commanding Officer, First Officer, Second Officer, Third Officer and all Department Chiefs currently Sitting, with the Commanding Officer, USS Helen Pawlowski chairing proceedings. The Inspector General, USS Helen Pawlowski shall be responsible for conducting the votes of the Command Staff and is given observer status at all Command Staff proceedings.

The function of the Command Staff (with the exception of the Commanding Officer, Helen Pawlowski , shall be to oversee the operational activities of the organization as well as the process of formulating and crafting policies, which are subsequently subject to approval by the Command Staff. The Command Staff also reviews and grants promotions to the fictional ranks of Lieutenant Commander and Commander.

Each member of the Command Staff shall appoint at least one executive assistant, with the advice and consent of the remaining members of the Command Staff, to assist in the discharge of duties. The executive assistant shall assume the duties of office in an acting capacity in the event of the appointing member's death, incapacity, absence, or removal from office, until such time as a formal successor may be appointed in accordance with this Constitution and the current Membership Handbook by the Commanding Officer, USS Helen Pawlowski . Successors to Command Staff members must be named within no less than 60 days from the effective date of the resignation of an office holder.

If no formal successor is named within that time period, then the executive assistant who is serving on a temporary basis shall be automatically appointed to the position. The Command Staff is appointed by the Commanding Officer (CO), USS Helen Pawlowski and consists of the following (in order of succession):

Commanding Officer/President	Elected by the general membership,
First Officer/Vice President	Appointed by the CO, USS Helen Pawlowski
Second Officer	Appointed by the CO, USS Helen Pawlowski

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Third Officer	Appointed by the CO, USS Helen Pawlowski
Chief Operations Officer	Appointed by the CO, USS Helen Pawlowski
Chief Communications Officer	Appointed by the CO, USS Helen Pawlowski
Chief Medical Officer	Appointed by the CO, USS Helen Pawlowski
Chief Security Officer	Appointed by the CO, USS Helen Pawlowski
Chief Engineering Officer	Appointed by the CO, USS Helen Pawlowski
Chief Science Officer	Appointed by the CO, USS Helen Pawlowski
Chief Support Services Officer	Appointed by the CO, USS Helen Pawlowski
Chief Joint Special Operations	Appointed by the CO, USS Helen Pawlowski

The function of the Command Staff (with the exception of the Commanding Officer, USS Helen Pawlowski and the First Officer, USS Helen Pawlowski) shall be to oversee the operational activities of the organization as well as the process of formulating, crafting policies and enforcing the rules, regulations and policies of the USS Helen Pawlowski.

Section 3: Department Chiefs

The Department Chiefs (DC) must meet all of the qualifications for office as set forth in the current Membership Handbook and be at least 18 years of age. A DC serves at the pleasure of the CO and can be removed by such if so desired. After the CO decides upon the DC, the appointment will either be affirmed or denied by the USS Helen Pawlowski Inspector General, based on a review of the potential DC meeting the above criteria as well as being a member in good standing, Without compelling USS Helen Pawlowski, Region 1, STARFLEET and Star Trek in general. They are also expected to aid reasons to the contrary, denial is based solely on the inability to meet the above criteria.

In such cases, the Inspector General, USS Helen Pawlowski is expected to inform the potential DC of these shortcomings and give him not less than 60 days to correct them. The potential DC can continue to serve as Interim DC during this period.

The DC shall be responsible for sending a monthly chapter status report to the CO as well as the Chief of Operations, USS Helen Pawlowski as they may be required to do so in the manner set forth in the current Membership Handbook. In addition to all duties imposed by law, the DC is responsible for the general welfare and administration of their assigned crewmembers.

ARTICLE 4: TERMS OF OFFICE, OFFICERS' DUTIES AND RESPONSIBILITIES

Section 1: USS HELEN PAWLOWSKI Officers

The leadership of USS Helen Pawlowski has the right to remove or refuse to recognize any officers

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described within Article 4, Sections 2 through 11, inclusive, upon good cause shown. For purposes of such refusal only, "good cause" is specifically limited to:

- a) That individual's demonstrated repeated failure to comply with the USS Helen Pawlowski's mandatory reporting requirements.
- b) Prior financial improprieties by that individual related to any USS Helen Pawlowski chapter finances.
- c) That individual's demonstrated failure in the past to properly maintain any USS Helen Pawlowski chapter financial or to allow a chapter member upon request to review a chapter's financial records or documentation.
- d) Proof of a criminal conviction or civil judgment based upon an offense involving rape, theft, fraud, or any felonious offense.
- e) Proof of sexual harassment of a member or sexual misconduct (as currently defined in the Membership Handbook) with a member.

Should the leadership of the USS Helen Pawlowski choose to refuse to recognize any individual for such good cause shown, that individual has the immediate right of appeal of that refusal by contacting any one member of the Command Staff, who then shall forward the request to the full Command Staff. The full Command Staff may overrule the refusal by a two-thirds majority vote of all its members and order that the individual be reinstated or recognized. That appellate process shall be concluded by the CO within sixty (60) days of the date of the refusal decision, unless the CO is refused information needed to make an informed decision. In such instances, the CO has the option to vote to extend the period or terminate the appeal altogether for lack of input. The officer in question may retain his/her current position for the duration of the appeal.

The DC is expected to set an example for their fellow crewmembers while also promoting the ideals of in fostering growth and harmony within the chapter while trying to keep discord at a minimum.

Section 2: JUDGE ADVOCATE GENERAL

The Judge Advocate General (JAG) is responsible for advising the Chapter CO and Command Staff on issues of Legal facts and or inquiries that involve the chapter.

The Judge Advocate General also represents the chapter in litigation in which a Department Chief or other crewmember is accused of wrong doing.

The Judge Advocate General will be at least 21 years of age and is appointed by the Commanding Officer and majority vote of the Command Staff. Upon appointment to the position of JAG, he will be promoted temporarily to the rank of Junior Ensign until which he must complete OTS with in four (4) months and then OCC with in three (3) additional months. If the JAG fails to complete these requirements in the prescribed time, then by majority vote of the Command Staff may extend the period by an additional 3 months. The Command Staff at that time or at time in which the CS refused to extend the time, the JAG will relinquish the position.

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Section 3: INSPECTOR GENERAL

The Inspector General, USS Helen Pawlowski is appointed by the Commander, USS Helen Pawlowski and is then submitted to the Command Staff for final confirmation by a majority vote, with a re-conformation to be conducted by the Command Staff at least once every 2 years. The Inspector General, USS Helen Pawlowski acts as the USS Helen Pawlowski's chief investigator in matters where his expertise is called upon. The Inspector General is invested with broad investigative powers in accordance with the guidelines established in the Membership Handbook. He can also draw upon any Fleet Personnel to aid in any matter relevant to the operation of the USS Helen Pawlowski. It is also at the discretion of the Inspector General, USS Helen Pawlowski to assemble a staff to carry out his duties within selected departments or areas. These Staff Officers shall report directly to the Inspector General, USS Helen Pawlowski who shall be held liable for the results brought about by his staff.

The Inspector General is charged with overseeing electoral processes to elect or confirm the Commanding Officer and in order to safeguard the processes from wrongdoing. He also cooperates with the Chief of Communications, USS Helen Pawlowski to coordinate the procedure of electing a new Commander, USS Helen Pawlowski and in consultation with the Chief of Communications, is personally responsible for acquiring an independent party who is in no way associated or affiliated with the chapter or member of the USS Helen Pawlowski to oversee the tallying of the returned ballots.

The Inspector General reports and answers directly to the Commander, USS Helen Pawlowski and shall be at least 23 years old at time of appointment and will be temporally promoted to the rank of Junior Ensign until completion of OTS and OCC. The Inspector General has the same time requirements to complete OTS and OCC as the Judge Advocate General mentioned in Section 2 above.

Section 4: CHIEF DIPLOMATIC CORPS AMBASSADOR

The Chief of Diplomatic Corps Ambassador is appointed by the Commanding Officer, USS Helen Pawlowski and does not assume command of the chapter at any time. The CDCA reports monthly to the Commander, USS Helen Pawlowski and is responsible for the coordination of the USS Helen Pawlowski newsletter and information exchange with other Star Trek organizations.

The Chief of Diplomatic Corps Ambassador will be at least 18 years age and upon appointment to the position of CDCA, he will be temporally promoted to the title of Ambassador in which he will complete OTS with in four (4) months and then OCC in three (3) additional months.

Section 5: CHIEF JOINT SPECIAL OPERATIONS

The Chief Special Operations is appointed by the Commanding Officer, USS Helen Pawlowski and is twelfth in command. The CJSOPS reports monthly to the Commander, USS Helen Pawlowski and to any other reporting agencies with in the SFMC/SFSO structure and is responsible for keeping the chapter informed of conventions, Regional and Fleet Conferences, and assist the security department with convention security and honor guard missions.

The CJSPOS will be at least 18 years age and upon appointment to the position of CJSPECOPS, he will be temporally promoted to the rank of Second Lieutenant in which he will complete OTS with in four (4) months and then OCC in three (3) additional months. The CJSPOS is required to be qualified

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in either the SFMC or SFSO and may be required to take additional courses as prescribed by the Service they are in i.e. SFMC or SFSO.

Section 6: CHIEF SUPPORT SERVICES OFFICER

The Chief Support Services Officer is appointed by the Commanding Officer, USS Helen Pawlowski and eleventh in command. The CSSO reports monthly to the Commander, USS Helen Pawlowski and is responsible for the creation of a quartermaster system and to assist members of the chapter as to information of purchasing Star Trek related merchandise and uniforms. The CSSO will also be responsible for keeping track of chapter property.

The Chief Support Officer will be at least 18 years age and upon appointment to the position of CSSO, he will be temporally promoted to the rank of Junior Ensign in which he will complete OTS with in four (4) months and then OCC in three (3) additional months.

Section 7: CHIEF SCIENCE OFFICER

Chief Science Officer is appointed by the Commanding Officer, USS Helen Pawlowski and tenth in command. The CSCO reports monthly to the Commander, USS Helen Pawlowski and is responsible for keeping the chapter informed of science issues such as new and old technology, environmental issues and issues relating to the animal kingdom.

The Chief Science Officer will be at least 18 years age and upon appointment to the position of CSCO, he will be temporally promoted to the rank of Junior Ensign in which he will complete OTS with in four (4) months and then OCC in three (3) additional months.

Section 8: CHIEF MEDICAL OFFICER

The Chief Medical Officer is appointed by the Commanding Officer, USS Helen Pawlowski and ninth in command. The CMO reports monthly to the Commander, USS Helen Pawlowski and is responsible for medical issues and records of the crew of the USS Helen Pawlowski. The CMO is also responsible for coordinating the fun activities of the ship.

The Chief Medical Officer will be at least 18 years age and upon appointment to the position of CMO, he will be temporally promoted to the rank of Junior Ensign in which he will complete OTS with in four (4) months and then OCC in three (3) additional months.

Section 9: CHIEF ENGINEERING OFFICER

The Chief Engineering Officer is appointed by the Commanding Officer, USS Helen Pawlowski and eighth in command. The CEO reports monthly to the Commander, USS Helen Pawlowski and is responsible for collecting and maintaining a chapter library for crewmembers to use based on the Star Trek technology and other technical publications.

The Chief Engineering Officer will be at least 18 years age and upon appointment to the position of CEO, he will be temporally promoted to the rank of Junior Ensign in which he will complete OTS with in four (4) months and then OCC in three (3) additional months.

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Section 10: CHIEF COMMUNICATIONS OFFICER

The Chief Communications Officer is appointed by the Commanding Officer, USS Helen Pawlowski and seventh in command. The CCO reports monthly to the Commander, USS Helen Pawlowski and is responsible the publication of the chapter bi-monthly newsletter "THE GUARDIAN". The CCO also responsible for the publication of the chapter fanzine "TEMPORAL INVESTIGATIONS". The COC is also the chapter Elections Coordinator.

The CCO shall insure that the official bi-monthly newsletter of the USS Helen Pawlowski , "THE GUARDIAN" represents the membership with fair and equal access to the broadest spectrum of membership. The CCO is responsible for the timely production, publication and distribution of each issue of "THE GUARDIAN" and shall follow all dictates of responsible journalism. Prior to publication and distribution of each issue of "THE GUARDIAN", the CO shall be provided an advance copy to offer editorial input. Ultimately, however all editorial responsibility rests with the CCO.

The COC shall be responsible for coordinating all aspects of the USS Helen Pawlowski elections for the Commanding Officer. In the event the CCO is a candidate for Commanding Officer, those responsibilities will be delegated to . The next member of the Command Staff who shall be qualified to conduct the election. The CCO shall secure the services of the Inspector General, USS Helen Pawlowski to verify the election results. The CCO shall be charged with mailing certified ballots to each member of record of the USS Helen Pawlowski , by first class pre-paid postage.

The Inspector General, USS Helen Pawlowski shall receive all ballots by return mail, count same and certify the winner of the election subject to the provisions of this constitution and such other election related rules as may be determined by the majority of the Command Staff and shall notify, by telephone call all candidates and the Commanding Officer of the election results.

The Chief Communications Officer will be at least 18 years age and upon appointment to the position of CCO, he will be temporally promoted to the rank of Junior Ensign in which he will complete OTS with in four (4) months and then OCC in three (3) additional months.

Section 11: CHIEF SECURITY OFFICER

The Chief Security Officer is appointed by the Commanding Officer, USS Helen Pawlowski and sixth in command. The CSO reports monthly to the Commander, USS Helen Pawlowski and is responsible for security at all conventions in which the chapter participates in and to include security issues at all chapter activities.

The Chief Security Officer will be at least 18 years age and upon appointment to the position of CSO, he will be temporally promoted to the rank of Junior Ensign in which he will complete OTS with in four (4) months and then OCC in three (3) additional months.

Section 12: CHIEF OPERATIONS OFFICER

The Chief Operations Officer is appointed by the Commanding Officer, USS Helen Pawlowski and fifth in command. The COO reports monthly to the Commander, USS Helen Pawlowski and is

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responsible for all chapter record, personnel records, chapter database and membership processing. The Chief Operations Officer will be at least 20 years age and upon appointment to the position of COO, he will be temporally promoted to the rank of Junior Ensign in which he will complete OTS with in four (4) months and then OCC in three (3) additional months.

Section 13: THIRD OFFICER

The Third Officer is appointed by the Commanding Officer, USS Helen Pawlowski and is fourth in command. The C3O reports monthly to the First Officer, USS Helen Pawlowski and is responsible for assisting the Second Officer and above in any assigned tasks and duties as necessary.

The C3O may be appointed from any of the current Department Chiefs presently serving. This position to include the Second Officer are the only two positions that may hold two Positions with in the Chapter.

The Third Officer will be at least 21 years age and upon appointment to the position of C3O, he will be temporally promoted to the rank of Junior Ensign in which he will complete OTS with in three (3) months and then OCC in three (3) additional months.

Section 14: SECOND OFFICER

The Second Officer is appointed by the Commanding Officer, USS Helen Pawlowski and is third in command. The C2O reports monthly to the First Officer, USS Helen Pawlowski and is responsible for assisting the First Officer and above in any assigned tasks and duties as necessary.

The C2O may be appointed from any of the current Department Chiefs presently serving. This position to include the Third Officer are the only two positions that may hold two positions with in the Chapter.

The Second Officer will be at least 21 years age and upon appointment to the position of C2O, he will be temporally promoted to the rank of Junior Ensign in which he will complete OTS with in three (3) months and then OCC in three (3) additional months.

Section 15: FIRST OFFICER

The First Officer, USS Helen Pawlowski (or Vice-President) reports monthly to the Commander, USS Helen Pawlowski and is second in command of the chapter. The position of the First Officer, USS Helen Pawlowski is charged with the production and revision of the Membership Handbook, the basic guide to the chapter's structure, policies, operations of the chapter in general and represents the Command Department at all Command & Staff meetings, as well as with various duties as assigned by the Commander USS Helen Pawlowski. The First Officer, USS Helen Pawlowski acts for the Commander, USS Helen Pawlowski in his absence from office or disability as defined in the current Membership Handbook, and also discharges those duties as may be specified therein.

If for any reason a vacancy shall occur in the office of First Officer, USS Helen Pawlowski, other than as set forth pursuant to Article 5, Section 2, then the Commander, USS Helen Pawlowski shall appoint, preferably within 30 days after the vacancy occurs, a successor of his choice to serve out the remainder of the term. If a vacancy occurs pursuant to Article 5, Section 2, then the procedure

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set forth therein shall be followed for appointment of a successor First Officer, USS Helen Pawlowski .

The First Officer, USS Helen Pawlowski shall be at least 21 years of age and must meet all, other qualifications for office as set forth in the current Membership Handbook and STARFLEET.

Section 16: COMMANDING OFFICER

The Commander, USS Helen Pawlowski (or President) shall be elected by the members of the USS Helen Pawlowski and shall serve as Chairman of the Command Staff. The Commander, USS Helen Pawlowski shall coordinate the activities of the entire chapter, as provided in the current Membership Handbook.

The Commander, USS Helen Pawlowski shall be at least 21 years of age and meet all other qualifications for office as set forth in the current Membership Handbook and STARFLEET. Decisions of the commander, USS Helen Pawlowski are considered final unless overturned by a two-thirds majority vote of the Command Staff. If for any reason a vacancy shall occur in the office of Commander, USS Helen Pawlowski , the First Officer, USS Helen Pawlowski shall immediately assume the office and responsibilities of Commander, USS Helen Pawlowski . A replacement First Officer shall be put into office in accordance with the guidelines set forth in Article 5, Section 2.

ARTICLE 5: REMOVAL OF OFFICER FROM POSITION

Section 1: DEPARTMENT CREWMEMBER

If any Department Chief (DC) becomes dissatisfied with the performance of any of their department members, after first exhausting all avenues to reconcile their differences with said crewman, the Department Chief has the authority to reassign the crewman to another position With in the chapter or to reassign the crewman to another desirable department. The procedures in Regulation 600 apply.

Section 2: COMMANDING OFFICER, USS HELEN PAWLOWSKI

If at any time the Commander, USS Helen Pawlowski (CO) neglects his or her duties, as set forth within this Constitution and the Membership Handbook, or if the CO causes harm to come to the reputation and stature of the USS Helen Pawlowski by any of his actions, and upon receipt of a petition with the signatures of at least 25% of the current membership from no fewer than 3 departments, the process of impeachment may be initiated by the Command Staff. During such procedure; the CO shall be allowed to defend his/her actions to the assembled Command Staff. The CO shall be allowed to select any member of the USS Helen Pawlowski to act as his advisor during this procedure. If the CO is unable or unwilling to secure an advisor of his own choosing, the CS may appoint one for the CO.

The Command Staff shall appoint a USS Helen Pawlowski member to act as the advocate for the CS during this proceeding. All or any portion of the proceeding may be conducted in closed session if necessary to prevent potentially defamatory material from being released. However, at an appropriate time after the conclusion of the proceeding, a transcript of the proceeding shall be made available for public review, unless both the Command Staff and the CO mutually agree and the CO request in writing that the transcript not be so made available.

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After a full and fair review of the charges brought against the CO, if two-thirds (2/3) of the sitting members of the Command Staff vote in favor of removal of the CO, then the CO shall be ordered to resign within thirty (30) days or any lesser time period as set by the Command Staff. If the CO fails to comply with this order in a timely fashion, the CS shall remove him from office and shall install the First Officer, USS Helen Pawlowski (XO) as the new Commander, USS Helen Pawlowski.

The new CO shall, within ten (10) days after taking office, nominate a candidate for appointment as the new XO. The Command Staff shall then either confirm or reject the nominee within no more than thirty (30) days by a majority vote.

If the former CO for any reason fails to cooperate with the new CO or the Command Staff in the timely transition of all required USS Helen Pawlowski files and materials, as may be set forth in the Membership Handbook or other appropriate official the USS Helen Pawlowski resolution, either the new Commander, USS Helen Pawlowski or the Inspector General, USS Helen Pawlowski will be charged with and authorized to pursue appropriate legal action in accordance with the laws of the United States of America.

Section 3: MEMBER OF THE COMMAND STAFF

Any member of the USS Helen Pawlowski has the right to petition the Commander, USS Helen Pawlowski (CO) for removal of a member of the Command Staff (CS). Removal petitions may be based only upon the CS member's ledged lack of performance of official duties. No member of the USS Helen Pawlowski may petition for removal of a CS member based upon a personal dispute between the petitioning member and the CS member. Such a petition is subject to summary denial.

Upon investigation by the CO or the IG, if the CS member is unable or unwilling to execute the official duties of his position in a manner that is in the best interest of USS Helen Pawlowski, then the CS member shall be asked to resign by the CO, effective on a date determined by the CO.

Should the CS member fail or refuse to resign in a timely fashion and as requested by the CO, the CO may at his discretion, remove the CS member from office. The appointment of a replacement is at the sole discretion of the CO but should occur within 60 (sixty) days of the office becoming vacant.

Section 4: First Officer, Second Officer, Third Officer and Department Chiefs

The First Officer, Second Officer, Third Officer and Department Chiefs of the USS Helen Pawlowski shall serve at the discretion of their CO and except under the circumstances as set forth in Article 4, Section 1, the removal of such Officers by anyone other than the CO shall not be permitted.

Assistant Department Chiefs serve at the discretion of the Department Chief, and removal of such officers by any other person other than the Department Chief or CO shall also not be permitted.

6: ARTICLE 6: FINANCIAL AFFAIRS/STANDARDS

Section 1: Fiscal Year

The fiscal year of the, USS Helen Pawlowski shall commence on January 1 and terminate on

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December 31 of each calendar year, All transactions of the USS Helen Pawlowski shall be conducted in the currency of the United States of America.

Section 2: Accounting System

The Command Staff shall install and maintain an accounting system for the Helen Pawlowski in accordance with generally accepted accounting principles sufficient to maintain the USS Helen Pawlowski and will generate concise and easy-to-understand financial statements no less than three times a year, which shall be published in THE GUARDIAN.

Section 3: Funds Invested

Funds belonging to the USS Helen Pawlowski, except as necessary to pay current expenses, must be invested in United States Federally insured bank deposits or instruments guaranteed by the full faith and credit of the United States of America, or in other investments as the Command Staff may authorize. No funds may be deposited in a safe deposit box. No funds shall be invested or loaned in a manner that results in the personal profit or advantage of any officer or member of the organization. Except for reasonable and necessary business operations and expenses, no USS Helen Pawlowski funds may be invested or spent in any business venture or any other manner that results in an actual loss of money. Any person or persons authorizing any such business undertaking will be personally liable to the chapter and its members for all losses so incurred.

Section 4: Money and Property

All money and property belonging to this chapter shall be held and used solely for the benefit of the chapter, its members or the charity or fund for which the money or property is designated. No contracts or expenditures of the USS Helen Pawlowski funds shall be made which will result in the personal profit or advantage of any officer or member of the USS Helen Pawlowski.

Section 5: Disbursements

All disbursements of the USS Helen Pawlowski shall be made by voucher checks, which shall show the date, payee, the type of service rendered or goods or property purchased, the budget line item into which they should fall and the amount of payment.

Section 6: Financial Reviews

The Command Staff shall provide for the annual review of the books of accounts of the USS Helen Pawlowski by independent book keeper that are in no way affiliated with or related to any member of the USS Helen Pawlowski. The book keeper shall be selected by the Inspector General, USS Helen Pawlowski and approved by a majority vote of the Command Staff. At the discretion of the Command Staff, a review can be performed at more frequent intervals.

Section 7: Treasurer

The Command Staff may appoint a person who is experienced in finance, accounting, and audits or financial reviews to serve a two-year term as the USS Helen Pawlowski's Treasurer. The Treasurer

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is responsible for instituting and/or maintaining a system of three financial reviews per year in accordance with generally accepted accounting principals. If necessary, the Treasurer may request of the CS that a financial appropriation be made to fund the secure and safe transmission of the materials necessary to complete the reviews outlined above. Any noncompliance with these directives will result in the matter being referred to the Commander, USS Helen Pawlowski for appropriate action. If the noncompliance persists beyond this stage or the subject in question is in fact the Commander, USS Helen Pawlowski, the specific matter may then be referred to the CS for further action.

Section 8: Financial Liquidation

As set forth in Article 1, Section 3, in the event that the USS Helen Pawlowski should be dissolved or liquidated, or otherwise cease operation, the property and assets of the USS Helen Pawlowski shall first be used to pay all outstanding debts, with any remaining assets being contributed on behalf of the membership to a charitable corporation that is recognized under Title 26, United States Code, Section 501(c)(3) or (c)(7), as selected by the Command Staff.

ARTICLE 7: ELECTIONS

Section 1: Term of Office

The Commander, USS Helen Pawlowski (President) and the First Officer, USS Helen Pawlowski (Vice-president) of the chapter shall take office on January 1st of each year following the chapter general elections, which shall be held bi-annually. The offices of President and Vice-President shall be filled by the slate of candidates which receives the plurality of votes cast by the general chapter membership during the election as set forth in the current Membership Handbook.

In no event shall any person holding the office of President be permitted to hold that office for a period of more than 24 months without there being a vote by the general membership of the chapter. There are no limits to the number of times a CO can be elected to the office.

Section 2: Schedule of Election

The schedule of election events, including but not limited to campaigning and the publication of candidates' statements in the official Election Publication during an election year and members' eligibility to vote in chapter general elections, are those as may be prescribed in the current Membership Handbook.

Section 3: Tabulation of Ballots

Unless the Chief of Communications is an announced candidate for President or Vice-President, he shall be responsible for coordinating all election activity for President or Vice-President except as noted below, including but not limited to the receipt and verification of nominations under Article 7, Section 4. Should the Chief of Communications be such a candidate, the next member of the Command Staff in order of succession as defined in Article 3, Section 3, shall assume the responsibilities of coordinating the election process. The Inspector General, USS Helen Pawlowski, shall tabulate all ballots cast and shall take appropriate steps to ensure close adherence to the election guidelines set forth by the Command Staff.

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Section 4: Nomination of Candidates

Nominations of candidates for President may be submitted to the Election coordinator by any chapter member in good standing. All nominations must be signed and dated, and no person shall nominate more than one candidate in each election. A minimum of five (5) nominations is required to qualify as a candidate for President. Once a member has been accepted as an eligible candidate for President, that candidate must publicly announce within ten (10) days of notification of eligibility his/her choice for Vice-President. Candidates for President and Vice-President shall run together as a slate. In this fashion, the office of Vice-President is subject to the general election of the chapter membership.

Section 5: Election Publications

The Official Election Publication is defined as the information resource containing the platforms and proposals of the various eligible candidates for Commander, USS Helen Pawlowski . This publication may be distributed either as part of an issue of THE GUARDIAN or as a standalone mailing. If sent as a standalone mailing, the Election Publication must be sent using the United States Postal Services 1st class mail specifications or the international equivalent thereof. If permissible under the guidelines of the election, the Election Publication may also include the ballots necessary to cast one's vote. Size and parameters of the Election Publication are set forth in the current Membership Handbook.

Section 6: Timetable

The timetable for the election of the position of Commander, USS Helen Pawlowski shall be as follows:

June 1st to July 15th	Nominations for the position of Commander, USS Helen Pawlowski are accepted
July 16th	Qualified candidates and their choices for Vice-President are announced via the most expedient means possible and campaigning officially commences.
August 1st	The deadline for campaign literature to be submitted for publication in the official Election Publication.
September 1st	All ballots and Election Publications must be in the mail.
November 15th	The Inspector General, USS Helen Pawlowski must receive all ballots by this date.
November 20th	The winning candidate is notified and incumbent Commander, USS Helen Pawlowski begins a transition period, if necessary.
December/January	Results are announced in THE GUARDIAN.
January 1st	The newly elected officials take office.

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Section 7: One Eligible Candidate

If only one person shall qualify as an eligible candidate for President, a vote of confidence for that candidate shall be held by the general membership. Ballots shall be distributed according to the election schedule as defined in the current Membership Handbook. Should the sole candidate fail to obtain a majority of the votes cast in the election, the candidate shall not assume office. The Command Staff shall then elect from its membership an Acting Commander, USS Helen Pawlowski, who shall discharge the duties of President until the next regularly scheduled USS Helen Pawlowski general election.

Section 8: Withdrawal From Candidacy

Should any nominee for Commander, USS Helen Pawlowski accept the candidacy and then withdraw from the election, that person shall not re-enter the same election. The candidate must notify the Chief of Communications, by certified mail, of his withdrawal from the election.

Section 9: Office Turnover

An out-going President must make provisions to turn over all materials connected with the office of President to incoming President on or before December 31st of the election year. If the out-going President fails or refuses to promptly turn over all such materials, the incoming President or his designee is authorized to take all appropriate actions, including but not limited to the filing of legal proceedings and the filing of a criminal complaint which may be needed to ensure compliance with this Section.

ARTICLE 8: ASSESSMENTS**Section 1: Membership Dues**

Every candidate for membership for the USS Helen Pawlowski shall be assessed dues as established by the Command Staff, the payment of which is a precondition to continued membership, as set forth in the current Membership Handbook. An Honorary Memberships in the USS Helen Pawlowski without assessment of dues may be awarded at the discretion of the Command Staff.

Section 2: Lifetime Memberships

The Commanding Officer, after consultation with and approval by the Command Staff, shall be empowered to grant lifetime memberships in the USS Helen Pawlowski pursuant to criteria it may from time to time determine, consistent with the current Membership Handbook. An outgoing Commander of the USS Helen Pawlowski shall be awarded such a membership unless a motion to deny this privilege is carried by a majority of the Command Staff.

ARTICLE 9: AMENDMENTS**Section 1: Constitution Amendments**

This Constitution may be amended or superseded, either in whole or in part, by an affirmative

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majority vote of the general membership, in a manner consistent with the current Membership Handbook and the parliamentary authority of the chapter.

Section 2: Petition For Amendment

An amendment may be placed before the general membership for their approval after submission to and approval by the Command Staff or after receipt of a petition for an amendment. If by petition, the proposed amendment to be submitted must be set forth at the top of each signature page of the petition, which must contain the signatures of 40% of the general membership, calculated as of the time the petition is turned in to the Commander, USS Helen Pawlowski. The signatures on the petition will be verified by the USS Helen Pawlowski Operations to ensure that every signature has a proper SCC number and is a member in good standing at that time.

Section 3: Cosmetic Changes

Should it be necessary to amend this Constitution to correct misspellings, mistakes in numbering, or similar grammatical errors, the Command Staff by two-thirds vote may authorize such cosmetic amendments, except that no such amendment may have the intent or effect of altering the basic meaning, purpose, or function of any Constitutional provision. Any and all substantive changes in this Constitution must be undertaken as set forth in Article 9, Sections 1 and 2.

ARTICLE 10: USS HELEN PAWLOWSKI OPS AND OTHER MANUALS

The Membership Handbook shall be the member's guide to features and functions of the USS Helen Pawlowski and shall govern all the USS Helen Pawlowski matters where not inconsistent with this Constitution. Adoption of the Membership Handbook, or any revision thereof, shall be only upon the approval of a majority of the Command Staff and a Command Order will be assigned and place in the Membership Handbook in the last appendix until a revision to the Membership Handbook is carried out.

The Departments and Divisions of the USS Helen Pawlowski as defined in the current edition of the Membership Handbook shall be empowered to adopt manuals of operation, information, and procedure to assist in the governance and administration of the USS Helen Pawlowski, subject to

the approval of a majority of the Command Staff, so long as they are not inconsistent with this Constitution. These manuals may be revised as the Departments and Divisions of the USS Helen Pawlowski deem necessary, subject to the approval of a majority of the Command Staff.

ARTICLE 11: PARLIAMENTARY AUTHORITY

The parliamentary authority of the USS Helen Pawlowski shall be the most current edition of Robert's Rules of Order Newly Revised for all matters of procedure not specifically covered by this Constitution, the Membership Handbook, or the other operational manuals as may be adopted by the Chapter.

The official language for USS Helen Pawlowski shall be English. The Command Staff may authorize translations of USS Helen Pawlowski documents into languages other than English. Such authorized

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translated documents may be used for all purposes for which the original documents were produced.

ARTICLE 12: INSURANCE

The USS Helen Pawlowski will carry NO insurance. Individual members and guests may become personally liable for the activities of the chapter.

This Constitution supersedes all previous editions of the Constitution.

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JUDGE ADVOCATE GENERAL

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MEMBERSHIP HANDBOOK

Purpose

The purpose of the office of the Judge Advocate General is to investigate and adjudicate incidents of misconduct and advise the Commanding Officer and Command Staff on issues of legal issues that affect the chapter.

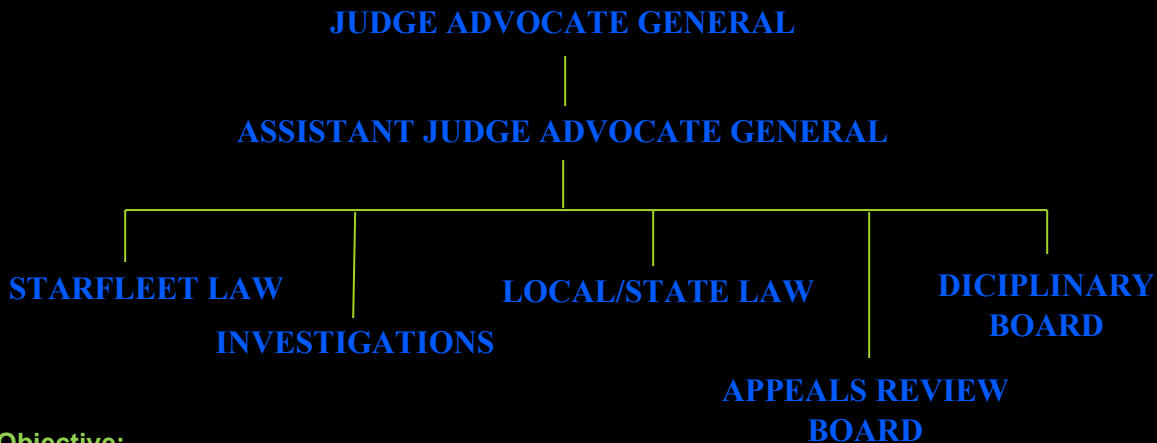
Scope

When enacted the office of the JAG has broad authority to conduct operations. The JAG has authority equal to but not to exceed that of the Second Officer (C2O).

The JAG answers directly to the Captain on all matters of adjudication concerning the ship and may seek counsel of the STARFLEET chain of command for definitive answers not found in established publications and guidelines, for the legality of operational proposals.

It should be noted that the JAG should not be used to subvert or bypass the chain of command. All submissions to the JAG should be first submitted to the respective DHO/ADHO unless a reason to the contrary is given. No submissions to this office will be refused and when investigated will be kept in confidence. Anonymity of the summitters will be maintained throughout the process, including the reporting of the submission to the Command Staff.

Department Structure



Objective:

The objective of the JAG is to promote efficiency and harmony of the ships operation by having an officer on board the chapter to assist and advise on legal issues and application of STARFLEET law.

Positions:

JUDGE ADVOCATE GENERAL OFFICER

The JAG Officer is responsible for insuring the Command Staff is kept appraised of any legal arguments or issues that affect the chapter both in civilian law and STARFLEET law.

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ASSISTANT JUDGE ADVOCATE GENERAL OFFICER

The AJAG Officer will be chosen from one of the five Sections Chiefs of the JAG office. This officer will continue in there primary work in which ever section they belong to and assist the JAG Officer as needed and complete any additional tasks as required by the JAG Officer. The AJAG Officer will assume the duties and responsibilities of the JAG Officer if absent.

DICIPLINARY BOARD

The Disciplinary Board comprises of the CO, two Department Chiefs and the JAG Officer who review all cases that deal with issues of disciplinary in nature. Once reviewed by the board, a majority vote will determine if action is needed according to USS HELEN PAWLOWSKI Regulation 600. The JAG Officer is not a voting member, but just as an advisor to the board. The two Department Chiefs shall be detailed to the board on a rotating bi-monthly rotation as prescribed by the JAG Officer.

APPEALS REVIEW BOARD

Any appeals submitted to the JAG for disciplinary issues will be decided from the Appeals Review Board. The Board will consists of the First Officer as the Chairman, two Department Chiefs and the Assistant JAG Officer. The two Department Chiefs will not be the same two DC's assigned to the Disciplinary Board, but will be chosen by the same procedures but only from the AJAG Officer. Once a case is brought to the board, the Assistant JAG Officer will explain all details of the case and whether all procedures were followed correctly. If all procedures were in fact followed according to STARFLEET and Chapter regulations, then the Appeal must be denied. If the case is found to have had errors in it which would have had a possible change in the charge or verdict will be sent to the Command Staff to hear the case and vote.

STATE LAW OFFICER

The State Law Officer is an advisor to the JAG Section on issues of State and Local Laws. This person must be a state licensed Attorney or Legal Secretary with a sound understanding of the State and Local Laws.

STARFLEET LAW OFFICER

The STARFLEET Law Officer is an advisor to the JAG Section on issues of STARFLEET Regulations, Constitution and Policies as set by the Admiralty Board and Executive Committee.

INVESTIGATION OFFICER

The Investigation Officer is the individual who when instructed by the CO and CS to investigate an issue, has the authority of both the CO and CS to conduct such an investigation to determine that the event did take place, to what extent did the event take place, and is it an issue to be handled by the DC, CO, CS SFI or civil authorities.

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JUDGE ADVOCATE GENERAL

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MEMBERSHIP HANDBOOK



Purpose

The purpose of the office of the Inspector General is to investigate and adjudicate incidents of misconduct and grievances of the membership, breaches of protocol or regulation and to interpret said regulation as well as STARFLEET regulations and constitutional questions.

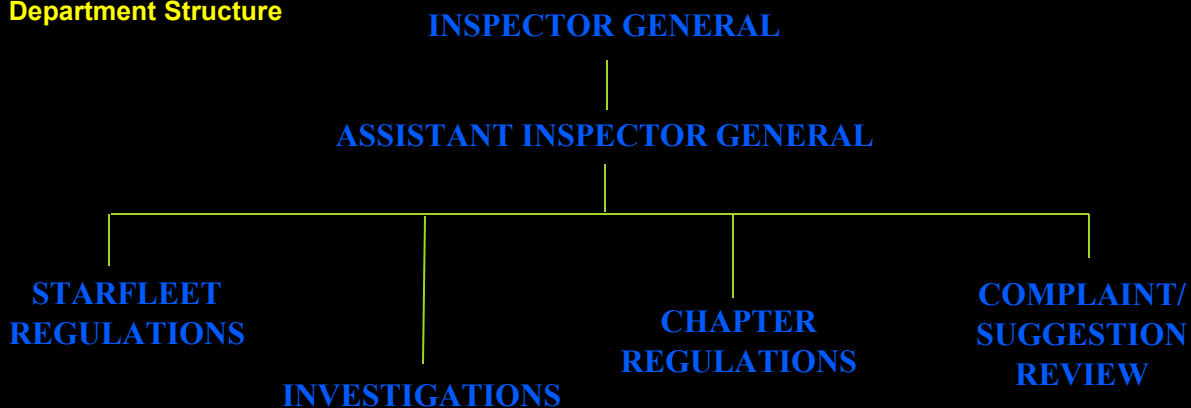
Scope

When enacted the office of the IG has broad authority to conduct operations, The IG has authority equal to, but not to exceed that of the Second Officer (C2O).

The IG answers directly to the Captain and Command Staff on all matters of adjudication concerning the ship and may seek counsel of the STARFLEET chain of command for definitive answers not found in established publications and guidelines.

It should be noted that the IG should not be used to subvert or bypass the chain of command. All submissions to the IG should be first submitted to the respective DHO/ADHO unless a reason to the contrary is given. No submissions to this office will be refused and when investigated will be kept in confidence. Anonymity of the summitters will be maintained throughout the process, including the reporting of the submission to the Command Staff.

Department Structure



Objective:

The objective of the IG is to promote efficiency and harmony of the ships operation by offering an alternate channel for grievance solution and application of ST ARFLEET law.

Positions:

INSPECTOR GENERAL OFFICER

The IG is responsible for insuring the Command Staff is kept appraised of any grievance/suggestion that is sent through the office of the IG. All reports are made directly to the CO with recommendations for solutions/implementations.

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ASSISTANT INSPECTOR GENERAL

The AIG Officer will be chosen from one of the four Sections Chiefs of the IG Office. This officer will continue in there primary work in which ever section they belong to and assist IG Officer as needed and complete any additional tasks as required by the IG Officer. The AIG Officer will assume the duties and responsibilities of the IG Officer if absent.

STARFLEET REGULATIONS OFFICER

This officer is responsible to understand all the STARFLEET Regulations, Constitution and Guidelines in order to advise the CO and CS on issues that effect the membership and chapter,.

CHAPTER REGULATIONS OFFICER

This officer is responsible to understand all the USS HELEN PAWLOWSKI Regulations, Constitution and Guidelines in order to advise the CO and CS on issues that effect the membership and STARFLEET.

COMPLAINT/SUGGESTION REVIEW OFFICER

This officer is responsible for maintaining a log of complaint/suggestion forms and review the forms for clarity and presenting them to the CO and the CS for further debate and resolution.

INVESTIGATION OFFICER

The Investigation Officer is the individual who when instructed by the CO and CS to investigate a complaint, has the authority of both the CO and CS to Conduct such an investigation to determine that the event did take place, to what extent did the event take place, and is it an issue to be handled by the DC,CO/CS or the JAG Officer.

IG Inspections

- On an annual basis the IG will conduct efficiency inspections of each section. All records should be made available.
- These inspections will check the division mission and how well the division has met its mission.
- A notification will be sent to the subject division 30 days prior to the beginning of the inspection

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OPERATIONS DEPARTMENT

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MEMBERSHIP HANDBOOK

Welcome to Operations! The Operations Department aboard the USS Helen Pawlowski is a busy department and has the responsibility for the operational duties of the chapter. The department starts off as the first contact for all new incoming members and we will assist them to get adjusted to the operation of the chapter and help them to choose a department. The department also is responsible for the collection of department reports from the chapter Department Chiefs, planning and execution of chapter activities such as meetings, fun activities, promotion boards, award boards awards and much more. If you are interested in the administration process, then this is for you.

The following is a diagram of the organization of the department and then a short description of each section within the Operations Department.



CHIEF OPERATIONS OFFICER

The Chief Operations Officer has the primary responsibility of ensuring that ship functions, such as the use of the lateral sensor array, do not interfere with one and another. S/he must prioritize resource allocations, so that the most critical activities can have every chance of success. If so required, s/he can curtail shipboard functions if s/he thinks they will interfere with the ship's current mission or routine operations. The Chief Operations Officer is a Department head, and a member of the Senior Staff.

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Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Starship Operations (CSO): CSO-103 and CSO-107
- College of Engineering (COE): Any two (2) SoSD courses
- College of Special Operations Resources (CSOR): Any two (2) courses
- College of Special Operations Training (CSOT): Any two (2) courses

ASSISTANT CHIEF OPERATIONS OFFICER

The Chief Operations Officer cannot man the bridge at all times. Extra personnel are needed to relieve and maintain ship operations. The Operations Officers are thus assistants to the Chief, fulfilling his/her duties when required, and assuming the Operations consoles if required at any time. The Assistant Chief Operations Officer is the second-in-command of the Operations Department, and can assume the role of Chief Operations Officer on a temporary or permanent basis if so needed.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Starship Operations (CSO): CSO-103 and CSO-107
- College of Engineering (COE): Any two (2) SoSD courses
- College of Special Operations Resources (CSOR): Any two (2) courses
- College of Special Operations Training (CSOT): Any two (2) courses

FLIGHT CONTROL SECTION

This section will be responsible for the planning of chapter activities. This section plans the scheduling and coordination of meetings and fun activities and insures the chapter is properly informed and given the details about such activities. This section is also responsible for keeping the chapter calendar up to date.

CHIEF FLIGHT CONTROL OFFICER

Originally known as helm, or Flight Control Officer, CONN incorporates two job, Navigation and flight control. A Flight Control Officer must always be present on the bridge of a starship. S/he plots courses, supervises the computers piloting, corrects any flight deviations and pilots the ship manually when needed. The Chief Flight Control Officer is the senior most CONN Officer aboard, serving as a Senior Officer, and Chief of the Personnel under him/her.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Starship Operations (CSO): CSO-101, CSO-104, and CSO-107
- College of Engineering (COE): Any three (3) SoSD courses
- College of Spaceflight History (COSH): Any two (2) courses

ASSISTANT CHIEF FLIGHT CONTROL OFFICER

Originally known as helm, or Flight Control Officer, CONN incorporates two job, navigation and flight control. A Flight Control Officer must always be present on the bridge of a starship, and every vessel has a number of Flight Control Officers to allow shift rotations. S/he plots courses, supervises the computers piloting, corrects any flight deviations and pilots the ship manually when needed. Flight Control Officers report to the Chief Flight Control Officer. The Assistant Chief Flight Control Officer is

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the second-in-command of the Flight Control Department, and is able to assume the duties of Chief Flight Control Officer on a temporary or permanent basis as so needed.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Starship Operations (CSO): CSO-101, CSO-104, and CSO-107
- College of Engineering (COE): Any three (3) SoSD courses
- College of Spaceflight History (COSH): Any two (2) courses

FLIGHT CONTROL OFFICER

Originally know as helm, or Flight Control Officer, CONN incorporates two job, navigation and flight control. A Flight Control Officer must always be present on the bridge of a starship, and every vessel has a number of Flight Control Officers to allow shift rotations. S/he plots courses, supervises the computers piloting, corrects any flight deviations and pilots the ship manually when needed. Flight Control Officers report to the Chief Flight Control Officer.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Starship Operations (CSO): CSO-101, CSO-104, and CSO-107
- College of Engineering (COE): Any three (3) SoSD courses
- College of Spaceflight History (COSH): Any two (2) courses

INTELLIGENCE SECTION

This section will be responsible for the awards program of the chapter. This section will Coordinate the scheduling of awards boards and following through the process until completed. This includes keeping the chapter forms current and reviewing the awards program for corrections or additions.

CHIEF INTELLIGENCE OFFICER

S/he is responsible for organizing all intelligence the department's gathered and presenting it to the duty station's CO. S/he assists the CO, Strategic Operations Officer (if one is present) and the Security/Tactical Officer, sometimes the Marine CO as well. S/he offers advice on ship/starbase operations, especially in times of conflict or covert missions.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Starship Operations (CSO): CSO-101, CSO-104, and CSO-107
- College of Engineering (COE): Any three (3) SoSD courses
- College of Spaceflight History (COSH): Any two (2) courses

INTELLIGENCE OFFICER

S/he is assists the Chief Intelligence Officer in organizing all intelligence the department's gathered and presenting it to the duty station's CO. S/he assists the CO, Strategic Operations Officer (if one is present) and the Security/Tactical Officer, sometimes the Marine CO as well. S/he offers advice on ship/starbase operations, especially in times of conflict or covert missions. S/he must be able to take over for the Chief if needed.

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Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Starship Operations (CSO): CSO-101, CSO-104, and CSO-107
- College of Military Intelligence (MIH): MIH-101, MIH-102, MIH-103 and MIH-104
- College of Military Intelligence (MIS): MIS-101, MIS-102, MIS-103 and MIS-104
- College of Military Intelligence (SIG): SIG-101, SIG-102, SIG-103, SIG-104 and SIG-204

INFILTRATION SPECIALIST

This Warrant Officer is trained the arts of covert operations and infiltration. They are trained to get into and out of enemy installations, territory, etc. Once in, they can gather Intel, or if needed plant explosives, and even in times of war capture of enemy personnel.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Military Intelligence (MIH): MIH-101, MIH-102, MIH-103 and MIH-104
- College of Military Intelligence (MIS): MIS-101, MIS-102, MIS-103 and MIS-104
- College of Military Intelligence (SIG): SIG-101, SIG-102, SIG-103, SIG-104 and SIG-204
- College of Military Intelligence (SOE): SOE-101, SOE-102 and SOE-103

COLLECTIONS MANAGER

This NCO organizes the collection of intelligence in all forms. Knowing the limits of all intelligence gathering platforms they can direct the best way to gain a specific type of information.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Military Intelligence (SIG): SIG-101, SIG-102, SIG-103, SIG-104, SIG-204, SIG-304, SIG-305, SIG-306, SIG-307, SIG-308 and SIG-309

CRYPTO/ANALYSIS

This NCO takes submitted intelligence reports and runs through algorithm, checks for keywords that denote mistyped classification and then puts the report into crypto form and then sends them through the proper channels of communication to either on board ship consoles or off board to whoever needs to receive it.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Cryptology (CRYPTO): CRYPTO001, CRYPTO002, CRYPTO003, CRYPTO004, CRYPTO005, CRYPTO006, CRYPTO007, CRYPTO008, CRYPTO101, CRYPTO102, CRYPTO103, CRYPTO104, CRYPTO105, CRYPTO106, CRYPTO107, CRYPTO108 and CRYPTO109
- College of Military Intelligence (SIG): SIG-101, SIG-102 and SIG-103

STRATEGIC OPERATIONS SECTION

This section will be responsible for the chapter promotions program. This section will coordinate the scheduling of promotion boards and following through the process until completed. This includes keeping the chapter forms current and reviewing the promotion program for corrections or additions.

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CHIEF STRATEGIC OPERATIONS OFFICER

Strategic Operations coordinates battle strategy, as well as keeping the CO, XO, and CoB informed of anything, military or political, in the galaxy at large that needs to be known. The Strategic Operations Officer works closely with tactical, especially in battle situations. The Assistant Chief Strategic Operations Officer has the ability to take over as the Chief Strategic Operations Officer on a temporary or permanent basis if so needed.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Starship Operations (CSO): CSO-103 and CSO-107
- College of Strategy & Tactics (COST): SOST-101 and SOST-102
- College of Special Operations Resources (CSOR): Any two (2) courses
- College of Special Operations Training (CSOT): Any two (2) courses
- College of Intelligence Operations (CIO): Any three (3) courses

ASSISTANT CHIEF STRATEGIC OPERATIONS OFFICER

Strategic Operations coordinates battle strategy, as well as keeping the CO, XO, and CoB informed of anything, military or political, in the galaxy at large that needs to be known. The Strategic Operations Officer works closely with tactical, especially in battle situations. The Assistant Chief Strategic Operations Officer has the ability to take over as the Chief Strategic Operations Officer on a temporary or permanent basis if so needed.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Starship Operations (CSO): CSO-103 and CSO-107
- College of Strategy & Tactics (COST): SOST-101 and SOST-102
- College of Special Operations Resources (CSOR): Any two (2) courses
- College of Special Operations Training (CSOT): Any two (2) courses
- College of Intelligence Operations (CIO): Any three (3) courses

STRATEGIC OPERATIONS OFFICER

Strategic Operations coordinates battle strategy, as well as keeping the CO, XO, and CoB informed of anything, military or political, in the galaxy at large that needs to be known. The Strategic Operations Officer works closely with tactical, especially in battle situations.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Starship Operations (CSO): CSO-103 and CSO-107
- College of Strategy & Tactics (COST): SOST-101 and SOST-102
- College of Special Operations Resources (CSOR): Any two (2) courses
- College of Special Operations Training (CSOT): Any two (2) courses
- College of Intelligence Operations (CIO): Any two (2) courses

STRATEGIST'S MATE

The Strategist's Mate is someone who excels in the field of strategy. S/he is the senior-most NCO of the Strategic Operations Department. S/he is an important part of the Strategic Operations Department.

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ment, and has the ability to take over as Strategic Ops Officer if so needed.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Starship Operations (CSO): CSO-103 and CSO-107
- College of Strategy & Tactics (COST): SOST-101 and SOST-102
- College of Special Operations Resources (CSOR): Any course
- College of Special Operations Training (CSOT): Any course
- College of Intelligence Operations (CIO): Any course

SHIP OPERATIONS SECTION

This section will be responsible for the membership procurement. They will actively help with recruiting efforts and are responsible for the collection of membership/STARFLEET dues. Once a new member joins, this section will input them into the chapter membership database and insure membership materials are sent via electronic or hard copy.

OPERATIONS OFFICER

The Chief Operations Officer cannot man the bridge at all times. Extra personnel are needed to relive and maintain ship operations. The Operations Officers are thus assistants to the Chief, fulfilling his/her duties when required, and assuming the Operations consoles if required at any time. The Operations Officer reports to the Chief Operations Officer.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Starship Operations (CSO): CSO-103 and CSO-107
- College of Engineering (COE): Any two (2) SoSD courses
- College of Special Operations Resources (CSOR): Any course
- College of Special Operations Training (CSOT): Any course

BOATSWAIN

Each vessel and base has one Warrant Officer (or Chief Warrant Officer) who holds the position of Boatswain. The Boatswain (pronounced and also written "Bosun" or "Bos'n") trains and supervises personnel (including both the ship's company or base personnel as well as passengers or vessels) in general ship and base operations, repairs, and protocols; maintains duty assignments for all Operations personnel; sets the agenda for instruction in general ship and base operations; supervises auxiliary and utility service personnel and daily ship or base maintenance; coordinates all personnel cross-trained in damage control operations and supervises damage control and emergency operations; may assume any Bridge or Operations role as required; and is qualified to temporarily act at Operations if so ordered. The Boatswain reports to the Chief Operations Officer.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Starship Operations (CSO): CSO-103
- College of Engineering (COE): Any two (2) SoSD courses
- College of Special Operations Resources (CSOR): Any course
- College of Special Operations Training (CSOT): Any course

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BOATSWAIN'S MATE

The Boatswain, like many other positions, needs help at times. The Boatswain's Mate is an NCO that assists the Boatswain and helps out in the Operations Department wherever needed.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Engineering (COE): Any two (2) SoSD courses
- College of Special Operations Resources (CSOR): Any course
- College of Special Operations Training (CSOT): Any course

DECK HANGER SECTION

This section will be responsible for implementing the chapter shuttle program. They will actively recruit new individuals desiring to start their own chapter, walk them through the chapter shuttle program and assist them whenever possible.

CHIEF SHUTTLE PILOT

All small spacecraft's aboard a starship or Starbase (Shuttles, Runabouts, Captain's yacht etc.) are flown by Shuttle Pilots. This is often the proving ground for new Flight Control Officers until they earn a berth on a starship. Her/his direct superior is the Flight Control Officer.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Starship Operations (CSO): CSO-101, CSO-104, and CSO-107
- College of Engineering (COE): Any two (2) SoSD courses
- College of Spaceflight History (COSH): Any two (2) courses

ASSISTANT CHIEF SHUTTLE PILOT

All small spacecraft's aboard a starship or Starbase (Shuttles, Runabouts, Captain's yacht etc.) are flown by Shuttle Pilots. This is often the proving ground for new Flight Control Officers until they earn a berth on a starship. Her/his direct superior is the Flight Control Officer.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Starship Operations (CSO): CSO-101, CSO-104, and CSO-107
- College of Engineering (COE): Any two (2) SoSD courses
- College of Spaceflight History (COSH): Any two (2) courses

SHUTTLE PILOT

All small spacecraft's aboard a starship or Starbase (Shuttles, Runabouts, Captain's yacht etc.) are flown by Shuttle Pilots. This is often the proving ground for new Flight Control Officers until they earn a berth on a starship. Her/his direct superior is the Flight Control Officer.

Certification:

Core Requirements: OTS

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Certification Requirements:

- College of Starship Operations (CSO): CSO-101 and CSO-104
- College of Engineering (COE): Any two (2) SoSD courses
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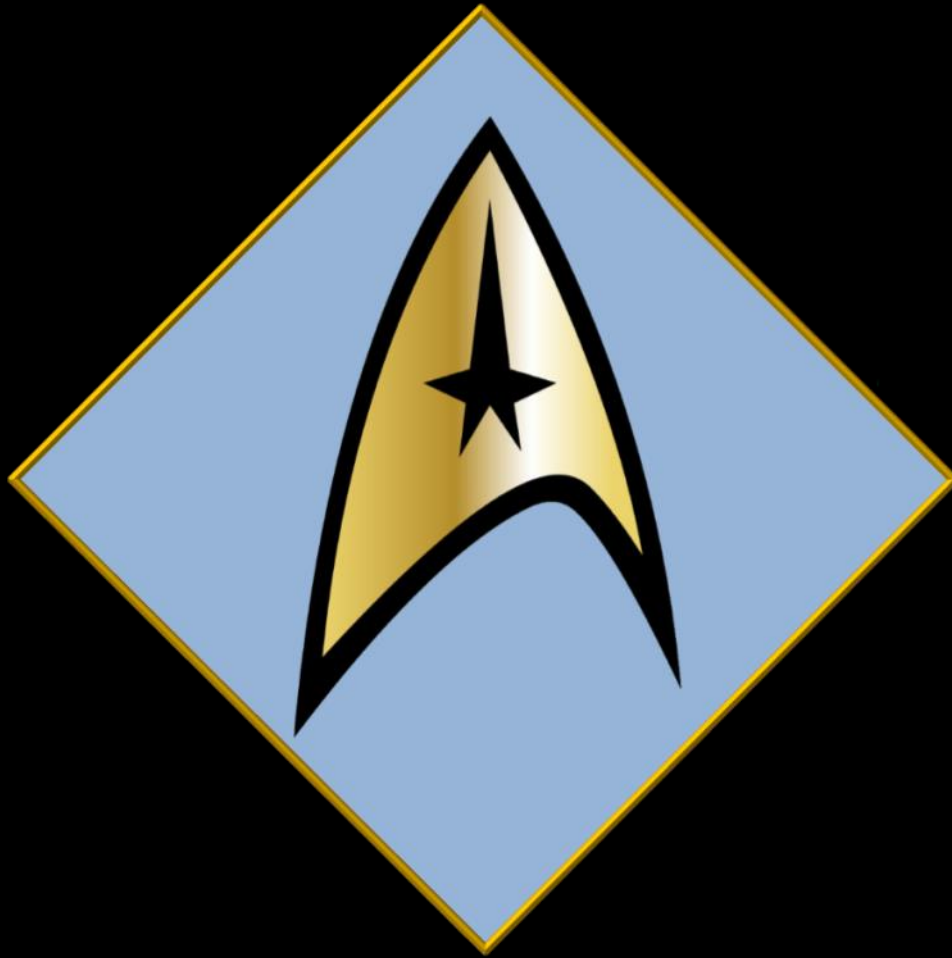
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COMMUNICATIONS DEPARTMENT

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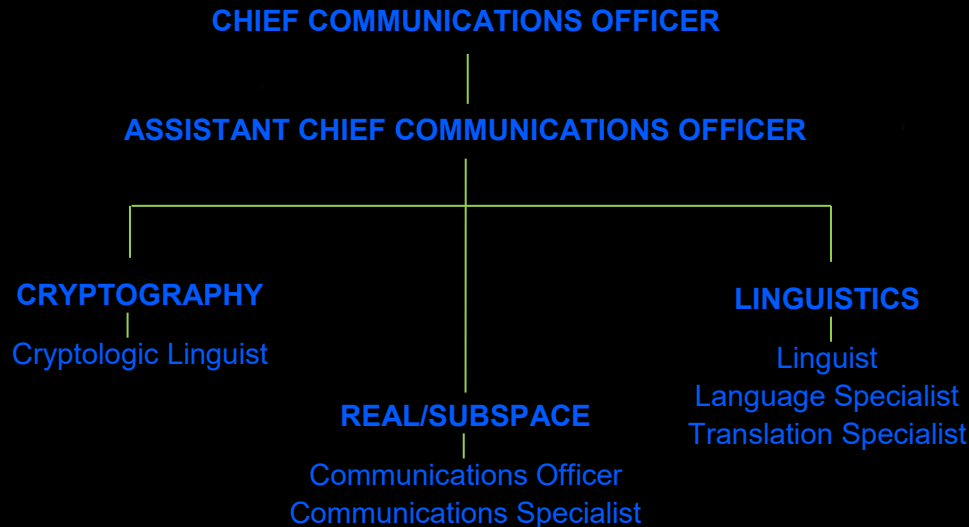


MEMBERSHIP HANDBOOK

Welcome aboard the USS HELEN PAWLOWSKI! You are now a member of a fine crew that will hopefully add to your excitement and your knowledge of the trek experience. This section will explain how this department operates and what are the section responsibilities.

The Communications Department is responsible for the chapters bi-monthly newsletter, "THE GUARDIAN". The department is also responsible for the public relations and publicity on the ship and will also maintain the ship's computer library. The department also collaborates with other departments on the ship-wide projects such as food and clothing drives and the publication of the ship Fan-zine called the "TEMPORAL INVESTIGATIONS" If you like to be creative in writing, drawings and photography, then this department is for you.

A diagram of the department organization and areas of responsibility for each positions are listed below.



CHIEF COMMUNICATIONS OFFICER

The Communications Officer is a very specialized department head. First and foremost, this is a job of linguistics: the communications officer acts as the primary translator of foreign languages. Not only must this officer know other languages of importance ("xenolinguistics"), but he must have a basic knowledge of phonology and etymology in order to help translate new languages as they are encountered.

On top of this, the communications officer must have a strong knowledge of cryptography and code-breaking, as they often act as the ship's de facto intelligence officer for obvious reasons.

This officer, due to the advanced education necessary, is often a Lieutenant (O-3), but this position can be held by any officer of any rank that shows the proper proficiencies.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

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- College of Starship Operations (CSO): CSO-105 and CSO-107
- STARFLEET Officer's Radio School (SORS): Any five (5) courses
- College of Communications (COC): COC-101

ASSISTANT CHIEF COMMUNICATIONS OFFICER

The Assistant Chief Communications Officer will be responsible for overseeing the operation of the sections under him/her. The assistant will also represent the department in the absence of the Chief Communications Officer. This person will be chosen from one of the Section Chiefs listed below.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Starship Operations (CSO): CSO-105 and CSO-107
- STARFLEET Officer's Radio School (SORS): Any five (5) courses
- College of Communications (COC): COC-101

CRYPTOGRAPHY SECTION

This section is responsible for assisting with the compilation and publication of other chapter publications other than the newsletter and fanzine. Members of this section, will help the Chief of Communications with production of chapter flyers, posters, forms and maintaining and updating when need other chapter publications such as the chapter Membership Handbook and Welcome Packet.

CRYPTOLOGIC LINGUIST

Operates and manages operation of communications equipment. Operates radio receivers, recording equipment, typewriters, keyboards, computer consoles, and related equipment. Tunes receivers to prescribed frequencies or performs frequency search missions, or both, over specified portions of radio spectrums to locate and monitor stations and frequency use. Monitors and records communications, adding appropriate comments to assist in transcription and analysis. Performs preventive maintenance on mission equipment.

Transcribes and processes communications. Transcribes, translates, analyzes, and reports on assigned communications. Translates spoken or written material from one language to another. Uses wording aids, and references. Recognizes essential elements of information for reporting activity.

Assists analysts in identifying, analyzing, and reporting activities.

Maintains technical aids, logs, and records. Compiles and maintains operation records and statistics. Ensures logs, forms, and correspondence are properly completed, annotated, and distributed. Monitors and maintains handbooks, working aids, and analytical references to ensure applicability and currency. Reviews, updates, and compiles data for operational use.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Starship Operations (CSO): CSO-105 and CSO-107
- STARFLEET Officer's Radio School (SORS): Any three (3) courses
- College of Communications (COC): COC-101
- Institute of Alien Studies (IOAS): Any three (3) courses
- College of Cryptology (CRYPTO): CRYPTO101, CRYPTO102, CRYPTO103, CRYPTO104, CRYPTO105, CRYPTO106, CRYPTO107, CRYPTO108 and CRYPTO109

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CRYPTOLOGIC SPECIALIST

The Cryptologic Specialist is specialized in communications procedures and equipment and assists the Cryptologic Linguist as needed.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Starship Operations (CSO): CSO-105
- STARFLEET Officer's Radio School (SORS): Any two (2) courses
- College of Communications (COC): COC-101
- Institute of Alien Studies (IOAS): Any two (2) courses
- College of Cryptology (CRYPTO): CRYPTO101, CRYPTO102, CRYPTO103, CRYPTO104, CRYPTO105, CRYPTO106, CRYPTO107, CRYPTO108 and CRYPTO109

REAL/SUBSPACE SECTION

This section is responsible for assisting with the compilation and publication of the chapter newsletter "THE GUARDIAN". Members of this section, will help the Chief of Communications with solicitation for articles, art work and proof reading prior to publication.

COMMUNICATIONS OFFICER

Communications is a vital part of each and every starship and starbase. The Communications Officer monitors any and all transmissions aboard ship, as well as externally. The Communications Officer is an experienced linguist, proficient in many different languages, and is expected to understand the technical problems and limitations of the communications array.

Communications Officers reports to the Chief Operations Officer (unless there is a Chief Communications Officer on the post) and may be seconded to the Diplomatic office under some circumstances.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Starship Operations (CSO): CSO-105 and CSO-107
- STARFLEET Officer's Radio School (SORS): Any three (3) courses
- College of Communications (COC): COC-101, COC-102, COC-103 and COC-104
- Institute of Alien Studies (IOAS): Any two (2) courses

COMMUNICATIONS SPECIALIST

The Communications Specialist is specialized in Communications procedures and equipment aboard a ship or facility and takes two basic forms, voice and data. Both are handled by the onboard computer system and dedicated hardware.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Starship Operations (CSO): CSO-105
- STARFLEET Officer's Radio School (SORS): Any three (3) courses
- College of Communications (COC): COC-101, COC-102, COC-103 and COC-104
- Institute of Alien Studies (IOAS): Any two (2) courses

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LINGUISTICS SECTION

This section is responsible for assisting with the compilation and publication of the chapter fanzine "TEMPORAL INVESTIGATIONS". Members of this section, will help the Chief of Communications with solicitation for stories, art work and proof reading prior to publication.

LINGUIST

This role involves the study of new and old languages and text in an attempt to better understand and interpret there meaning.

Certification:

Core Requirements: OTS

Certification Requirements:

-- College of Starship Operations (CSO): CSO-105 and CSO-107

-- College of Communications (COC): COC-101

-- Institute of Alien Studies (IOAS): School of Xenoanthropology: All thirty two (32) courses

LANGUAGE SPECIALIST

Specialized Communications Officer in charge of the Linguistics section. This role involves the study of new and old languages and text in an attempt to better understand and interpret their meaning. Answers to the Chief and Assistant Chief Communications Officer.

Certification:

Core Requirements: None

Certification Requirements:

-- College of Starship Operations (CSO): CSO-105

-- College of Communications (COC): COC-101

-- Institute of Alien Studies (IOAS): School of Xenoanthropology: All thirty two (32) courses

TRANSLATION SPECIALIST

The Translation Specialist is a person capable of translating written and spoken languages in real-time. They often have roles of interpreters and mediators due to their extensive linguistic capabilities. Translation Specialist reports to the Language Specialist.

Although s/he is considered a Communications Officer the position also has close ties to the diplomacy. Under diplomacy the Translation Specialist is charged with the translation of any language, living or dead, that may be encountered by a vessel/base that the Universal Translator system can not interpret. These individuals are adept at using various decryption techniques to aid in the deciphering of such languages. These individuals are qualified to undertake any tasks that could be asked of a general Diplomatic Officer; however they specialize in the linguistic aspect of this department.

Certification:

Core Requirements: None

Certification Requirements:

-- College of Starship Operations (CSO): CSO-105

-- College of Communications (COC): COC-101

-- Institute of Alien Studies (IOAS): School of Xenoanthropology: All thirty two (32) courses

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MEDICAL DEPARTMENT

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MEMBERSHIP HANDBOOK

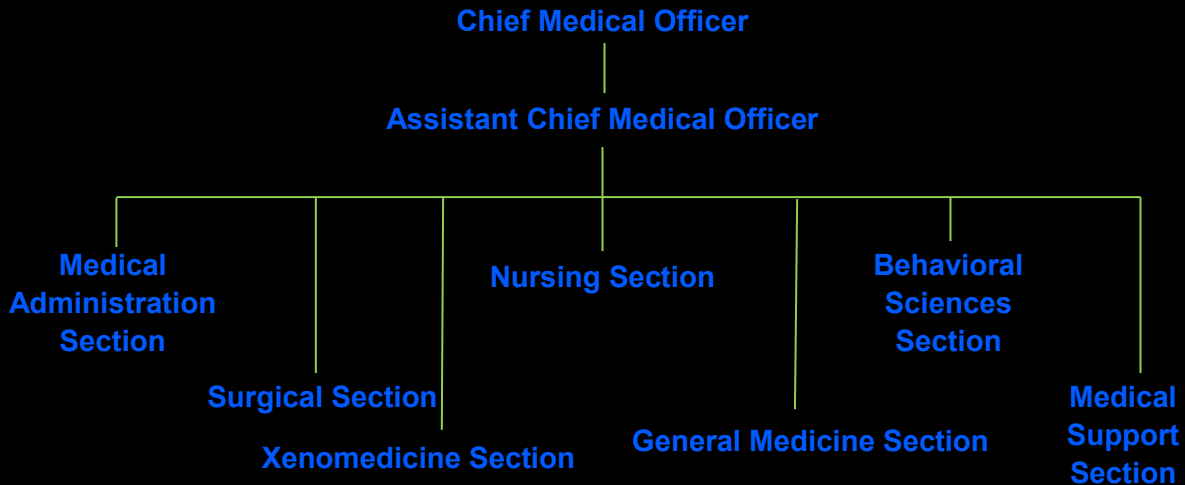
Greetings and salutations! You have just entered sick bay. The USS Helen Pawlowski's Medical Department is an essential part of the ship. As the medical team aboard, we will NOT be giving physicals or preparing injections. However, we are a busy staff and any job you choose with us will be both interesting and rewarding.

The medical aspects of Star Trek are totally amazing, especially when so many classic Trek's medical dreams are present day break through. We now have laser surgery, hypos, diagnostic beds, and even a medical scanner. Now with the success of Star Trek: The Next Generation, Star Trek: Deep Space Nine, Star Trek: Voyager and Star Trek: Enterprise, one has to wonder if we will be witnessing the medical forerunners of the next 20 years.

The Medical Department on the USS Helen Pawlowski is responsible for the physical and psychological welfare of the ship's members. We accomplish this by:

- A) Assist with the planning and organizing FUN activities
- B) Maintain chapter medical history forms
- C) Submit articles on "Star Trek" medical info for the newsletter
- D) Assist with fundraisers
- E) Assist with Humanitarian/Community Service Projects
- F) In process new members to get a Medical History Info.
- G) Submit medical related news articles for the newsletter

A diagram of the department organization is shown below.



Below is the break down of each section assigned to the Medical Department. The sections will have the description of the "Chapter" real duties and responsibilities and then a "Fictional" duties and responsibilities and then the requirements for qualification for that position.

Chief Medical Officer

The CMO will oversee the operation of the entire department. Responsibilities include, ensuring the health and welfare of each department member during chapter activities, Crewmember medical issues are identified and activities are being planned and executed.

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Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- Institute of Alien Studies (IOAS): Any two (2) courses pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101 plus any three (3) additional COM/EMS courses
- College of Starship Operations (CSO): CSO-102 and CSO-107

Assistant Chief Medical Officer

The ACMO is chosen from one of the Section Chief's listed below. He/she will also act as a task officer for any duty assigned by the CMO and will assume the duties of the CMO in his/her absence.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- Institute of Alien Studies (IOAS): Any two (2) courses pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101 plus any three (3) additional COM/EMS courses
- College of Starship Operations (CSO): CSO-102 and CSO-107

MEDICAL ADMINISTRATION SECTION

This section is responsible for the maintaining a Medical Library and helps to arrange first aid classes and certification by qualified instructors such as the Red Cross. They are also responsible for the in-processing of new members through the Medical Section and assist with the ships Medical History Forms and maintains them.

Medical Administration Section

Medical Information Officer
Medical Services Officer
Medical Administrator
Medical Services Specialists

Medical Information Officer:

Medical Information Specialist in Starfleet deal with all areas of Informatics, from health, xenophysiology to nursing informatics. They deal with the resources, devices, and methods required to optimize the acquisition, storage, retrieval, and use of information in health and biomedicine.

Certification:

Core Requirements: OTS

Certification Requirements:

- STARFLEET Academy College of Medicine (SACOM): COM-101 and COM-204
- College of Starship Operations (CSO): CSO-102

Medical Services Officer:

Medical Services Officers are the military equivalent of health service managers. While they don't

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engage in clinical work, they ensure that support is available to those that do, that the equipment they need is available or that they're meeting clinical guidelines. Their skill identifier determines their specialty. Medical Services Officer will usually in the course of their career pick up at least 3 skill identifier.

Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): Any two (2) courses pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101 plus any three (1) additional COM/EMS courses
- College of Starship Operations (CSO): CSO-102

Medical Administrator:

Usually Warrant Officers who with their experience help to ensure the smooth administration of the Medical Department.

Certification:

Core Requirements: OTS

Certification Requirements:

- STARFLEET Academy College of Medicine (SACOM): COM-101 and COM-204
- College of Starship Operations (CSO): CSO-102

Medical Services Specialists:

For all enlisted who serve as part of the medical services.

Certification:

Core Requirements: None

Certification Requirements:

- STARFLEET Academy College of Medicine (SACOM): COM-101 and COM-204
- College of Starship Operations (CSO): CSO-102

NURSING SECTION

The section are assigned to each section within the Medical Department in which they can float from one section to the next based on their specialty or if desired to assist any particular section on any event or project. The Chief Nursing Officer will coordinate such activities.

Nursing Section

Chief Nursing Officer
Nurse Practitioner
Nurse Anesthetist
Charge Nurse
Surgical Nurse
Nursing Officer
Nursing Orderly

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Chief Nursing Officer:

In a medical department, the senior member of the nursing staff is the Chief Nurse, also known as the Head Nurse. The Chief Nursing Officer oversees the training of all the assigned nurses, and reviews and approves all nursing assignments/duties.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- Institute of Alien Studies (IOAS): Any two (2) courses pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101, COM-112 plus any one (1) additional COM/EMS courses
- College of Starship Operations (CSO): CSO-102

Nurse Practitioner:

One of the most respected careers in the Medical Branch. Nurse Practitioner is an experienced nurse who has completed specific advanced nursing education and training in the area of not only military nursing but the diagnosis and management of complex medical conditions

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- Institute of Alien Studies (IOAS): Any two (2) courses pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101, COM-112 plus any two (2) additional COM/EMS courses
- College of Starship Operations (CSO): CSO-102

Nurse Anesthetist:

A nurses who have had advanced studies in pharmacology and are qualified as nurse anesthetist. There are responsible for administering and monitoring general anesthesia, whether by chemical means or neural calipers. They are also responsible for intubations (when applicable) and for monitoring the client's respiratory status, neural activity, blood pressure, and pulse. Other than nurse practitioners, they are the only other nurses that are capable of being sent for extended away missions.

Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): Any one (1) course pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101, COM-112 plus any one (1) additional COM/EMS courses
- College of Starship Operations (CSO): CSO-102

Charge Nurse:

This position is assigned to a qualified nurse and who over sees a group of other nurses of a particular area/shift. They receive additional leadership and medical administration training.

Certification:

Core Requirements: OTS

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Certification Requirements:

- Institute of Alien Studies (IOAS): Any two (2) courses pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101, COM-112 plus any one (1) additional COM/EMS courses
- College of Starship Operations (CSO): CSO-102

Surgical Nurse:

While there are many specialties of nurse that are lumped together under this title, a few specialties rate a separate one. Nurses who lead surgical nursing efforts and have special training in surgical procedures and protocols are rated as Surgical Nurses.

Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): Any two (2) courses pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101, COM-112 and COM-318
- College of Starship Operations (CSO): CSO-102

Nursing Officer:

Nursing Officers are Registered Nurses and are educated in medical skills, theory, history, ethics, and the nursing process: assessment, diagnosis, outcome identification, planning, implementation, and evaluation. They are qualified to perform a variety of procedures such as wound care, obtaining IV access, administering drugs, triage, CPR, diagnostics interpretation, conscious sedation, and much more. Their skill identifier determines their specialty. All nurses in Starfleet Medical started off as Nursing Officers. And despite the position of the Nurse later in their career, it is generally accepted that Nurses can be referred to as Nursing Officers.

Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): Any one (1) course pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101, COM-112 plus any one (1) additional COM/EMS courses
- College of Starship Operations (CSO): CSO-102

Nursing Orderly:

Nursing Orderly are Medical Orderlies who have chosen to receive additional training in nursing skills and process: assessment, diagnosis, outcome identification, planning, implementation, and evaluation.

Certification:

Core Requirements: None

Certification Requirements:

- Institute of Alien Studies (IOAS): Any one (1) course pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101 and COM-112
- College of Starship Operations (CSO): CSO-102

BEHAVIORAL SCIENCE SECTION

This section is responsible for organizing and implementation of humanitarian projects such as the

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Angel Tree and food/clothing drives.

Behavioral Sciences Section

Behavioral Science Officer
Counselor
Behavioral Science Specialist
Counselor Assistants

Behavioral Science Officer:

Experienced counselors who have undergone advanced medical training in psychiatry. They deal with the treatment of personnel, studying the psychological problems consequent to war be it real or virtual and during peacetime. This also includes combat stress, substance abuse prevention, treatment and strategy counseling. They are usually called upon to judge the effectiveness of Psychological Warfare operations.

Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): Any one (1) course pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101, COM-111 and COM-316
- College of Starship Operations (CSO): CSO-102

Counselor:

Board certified clinical psychologists who specialize in psychological trauma and coping mechanisms. In addition to treating psychological casualties, they often evaluate unit morale and morale-boosting strategies.

Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): Any one (1) course pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101 and COM-111
- College of Starship Operations (CSO): CSO-102

Behavioral Science Specialist:

Enlisted who assist the Behavioral Science Officer with their duties. The only difference is that they are not board certified clinical psychologist.

Certification:

Core Requirements: None

Certification Requirements:

- Institute of Alien Studies (IOAS): Any one (1) course pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101 and COM-111
- College of Starship Operations (CSO): CSO-102

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Counselor Assistant:

These Enlisted personnel assist the Counselors with their duties. They have undergone studies in Psychology to assist them in their jobs.

Certification:

Core Requirements: None

Certification Requirements:

- Institute of Alien Studies (IOAS): Any one (1) course pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101 and COM-111
- College of Starship Operations (CSO): CSO-102

SURGICAL SECTION

This section is responsible for the organization and implementation of fun activities that are away from the day to day norms, such activities could be museum trips, cookouts, sporting events etc.

Surgical Section

Chief Surgeon
Orthopedic Surgeon
Cardiovascular Surgeon
Neurological Surgeon
Oral and Maxillofacial Surgeon

Chief Surgeon:

The senior most surgeon on staff regardless of rank. The Chief Surgeon is responsible for the surgical staff. The Chief Surgeon over sees the assignments and training of all assigned surgeons.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- Institute of Alien Studies (IOAS): Any two (2) courses pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101, COM-318 plus any three (2) additional COM/EMS courses
- College of Starship Operations (CSO): CSO-102

Orthopedic Surgeon:

A medical doctor who specializes in extensive dissection and repair of the human body is a surgeon. Almost all Starfleet Surgeons are board certified in both thoracic and abdominal surgery, and specialize in Orthopedic Surgery.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- Institute of Alien Studies (IOAS): Any two (2) courses pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101, COM-318, COM-114 and COM-305

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-- College of Starship Operations (CSO): CSO-102

Cardiovascular Surgeon:

A medical doctor who specializes in extensive dissection and repair of the human body is a surgeon. Almost all Starfleet Surgeons are board certified in both thoracic and abdominal surgery, and specialize in Cardiovascular Surgery.

Certification:

Core Requirements: OTS

Certification Requirements:

-- Institute of Alien Studies (IOAS): Any two (2) courses pertaining to Physiology

-- STARFLEET Academy College of Medicine (SACOM): COM-101, COM-318 , COM-304 plus any one (1) additional COM/EMS courses

-- College of Starship Operations (CSO): CSO-102

Neurological Surgeon:

A medical doctor who specializes in extensive dissection and repair of the human body is a surgeon. Almost all Starfleet Surgeons are board certified in both thoracic and abdominal surgery, and specialize in Neurological Surgery.

Certification:

Core Requirements: OTS

Certification Requirements:

-- Institute of Alien Studies (IOAS): Any two (2) courses pertaining to Physiology

-- STARFLEET Academy College of Medicine (SACOM): COM-101, COM-318 plus any three (2) additional COM/EMS courses

-- College of Starship Operations (CSO): CSO-102

Oral and Maxillofacial Surgeon:

A medical doctor who specializes in extensive dissection and repair of the human body is a surgeon. Almost all Starfleet Surgeons are board certified in both thoracic and abdominal surgery, and specialize in Oral and Maxillofacial Surgery. This also includes Dental Officers who have qualified and specialized in Oral and Maxillofacial surgery.

Certification:

Core Requirements: OTS

Certification Requirements:

-- Institute of Alien Studies (IOAS): Any two (2) courses pertaining to Physiology

-- STARFLEET Academy College of Medicine (SACOM): COM-101, COM-318 and COM-306

-- College of Starship Operations (CSO): CSO-102

XENOMEDICINE SECTION

This section is responsible for organizing and implementation of activities related to crafts and fundraiser ideas.

Xenomedicine Section

Xenophysicologist

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Xenophysicologist:

Usually a medical doctor, specialize in non-humanoid physiologies, and are invaluable in medical department where a great deal of non-humanoids will be seen. Starfleet Medical retains a number of Xenophysicologists who specialize in a wide range of life form physiologies to assist medical personnel as needed.

Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): Any three (3) courses pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101, COM-321 plus any two (2) additional COM/EMS courses
- College of Starship Operations (CSO): CSO-102

GENERAL MEDICINE SECTION

This section is responsible for helping the junior membership of the chapter. They will help to organize activities for the junior membership as the business meeting is taken place, or even separate activities. **THE CHILDRENS PARENTS ARE STILL RESPONSIBLE FOR THEIR CHILDREN.**

General Medicine Section

Physician
Dentist
Medical Officer
Neurological Surgeon
Oral and Maxillofacial Surgeon
Medical Specialist Officer
Physical Therapist
Occupational Therapist
Respiratory Therapist
Medical Orderly

Physician:

A Starfleet Physician is a senior medical officer who specialize not only in Internal medicine but preventive medicine. These doctors specialize more in assessing and stabilizing patients before passing them on to the surgeons for the long and detailed work. They also have had advanced training in preventive medicine and are responsible for the preventive medical care on the ship that they are attached to.

Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): Any two (2) courses pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101, COM-308, COM-315, plus any two (2) additional COM/EMS courses
- College of Starship Operations (CSO): CSO-102

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Dentist:

Medical Doctors once commissioned into the Medical Corps of the Medical Branch. They are directly commissioned as Junior Ensigns. All Doctors regardless of training must have started out as a Medical Officer. Further training in dental knowledge and procedures are required.

Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): Any one (1) courses pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101, COM-306, and COM-308
- College of Starship Operations (CSO): CSO-102

Medical Officer:

The backbone of the Medical Corp in the Medical Branch. Medical Doctors once commissioned into the Medical Corps of the Medical Branch. They are directly commissioned as Ensigns. All Doctors regardless of training must have started out as a Medical Officer.

Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): Any two (2) courses pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101 plus any three (3) additional COM/EMS courses
- College of Starship Operations (CSO): CSO-102

Medical Specialist Officer:

A Medical Specialist Officer is definitely a great asset to Starfleet, as they have worked on and are qualified as Physical or Occupational Therapist AND as a Respiratory Therapist. They are flexible, highly experienced and can be deployed with most medical departments.

Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): Any two (2) courses pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101, COM-317, COM-302, COM-317, and COM-312
- College of Starship Operations (CSO): CSO-102

Physical Therapist:

A PT seeks to restore function or prevent disability in the mobility of a patient after an injury or illness. The PT uses various techniques to treat patients, and is educated in psychological strategies to motivate patients. Just like the Surgeon, almost all Starfleet PTs are board certified in Musculoskeletal and another specialty.

Certification:

Core Requirements: None

Certification Requirements:

- Institute of Alien Studies (IOAS): Any two (2) courses pertaining to Physiology

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- STARFLEET Academy College of Medicine (SACOM): COM-101 and COM-114
- College of Starship Operations (CSO): CSO-102

Occupational Therapist:

OT's are responsible for assisting wounded and injured personnel and dependents in recovering and rehabilitating from their injuries. This takes the form of teaching proper exercise, helping them learn to walk with prosthetics and become independent and functioning members of society again despite whatever handicaps may linger as a result of the injury.

Certification:

Core Requirements: None

Certification Requirements:

- Institute of Alien Studies (IOAS): Any two (2) courses pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101
- College of Starship Operations (CSO): CSO-102

Respiratory Therapist:

RT's are trained and educated to administer techniques that will improve pulmonary (lung) function and oxygenation. Their primary role on a trauma team is airway management. RT's are also responsible for administering a variety of tests that measure lung functioning.

Certification:

Core Requirements: None

Certification Requirements:

- Institute of Alien Studies (IOAS): Any two (2) courses pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-101 and COM-308
- College of Starship Operations (CSO): CSO-102

Medical Orderly:

All enlisted personnel who join the Medical Department must go through the course and be qualified as a Medical Orderly. The course consists of 4 phases, 1) Combat Lifesaver Phase, 2) Medical Phase 3) Operational Phase I, 4) Operational Phase II. The training that the Medical Orderly receives while relatively basic are broad enough to enable them serve and assist in any department/section of the Medical Branch.

Certification:

Core Requirements: None

Certification Requirements:

- Institute of Alien Studies (IOAS): Any one (1) course pertaining to Physiology
- STARFLEET Academy College of Medicine (SACOM): COM-131, EMS-100, EMS-101, EMS-102, EMS-103, EMS-104, EMS-105 and EMS-106
- College of Starship Operations (CSO): CSO-102

MEDICAL SUPPORT SECTION

This section is responsible for helping supporting all the other sections in the Medical Department when requested.

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■	43	64	57320	92	49259	20		
■	48	43	86394	95	91722	86		
■	76	82	49088	38	15242	34		
■	76	55	72976	85	52590	95		
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Medical Support Section

Medical Technologists
Clinical Laboratory Technician
Pharmacists
Medical Equipment Technician
Dental Technician
Technical/Laboratory Assistants

Medical Technologists:

Runs a medical laboratory and have an education roughly equivalent of a nurse, specializing in diagnostic technology and procedures. Medical Technologists are trained to provide detailed interpretation of all lab work.

Certification:

Core Requirements: None

Certification Requirements:

- STARFLEET Academy College of Medicine (SACOM): COM-319, COM-317 and COM-311
- College of Starship Operations (CSO): CSO-102

Clinical Laboratory Technician:

Lab Techs run any variety of tests on tissue, blood, urine, fecal matter, foreign bodies, or any other tests doctors, nurses or medics may require. Since much of this work can be done in the field by tri-corders, biobeds and other computerized medical equipment, Lab Techs today also spend a great deal of their time calibrating these devices and assuring their accuracy.

Certification:

Core Requirements: None

Certification Requirements:

- STARFLEET Academy College of Medicine (SACOM): COM-319, COM-317 and COM-311
- College of Starship Operations (CSO): CSO-102

Pharmacists:

The pharmacist formulates replicates and dispenses medications. They are also responsible for keeping a running file of all patient medications and for informing the physician when a potential or actual medication error in prescribing has occurred or when prescribed drugs may interact adversely.

Certification:

Core Requirements: OTS

Certification Requirements:

- STARFLEET Academy College of Medicine (SACOM): COM-101 and COM-113
- College of Starship Operations (CSO): CSO-102

Medical Equipment Technician:

Enlisted personnel who are Technicians in the specialty frequently come from the Support Services Department System-Specific Technician, Non-Combat Equipment. Extensively trained in life support

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systems and equipment these techs are further cross trained in the EPS & Electrical Technician fields so they are capable of rerouting power to maintain life support equipment in emergency situations.

Certification:

Core Requirements: None

Certification Requirements:

- College of Emergency Technology (SET): Any six (6) courses
- College of Starship Operations (CSO): CSO-102

Dental Technician:

DTs are enlisted personnel who are the Dental assistants and dental technicians. DTs have a variety of "chaired," laboratory and administrative duties. Some are qualified in making and fitting artificial teeth; dental X-ray techniques; clinical laboratory procedures; pharmacy and chemistry or maintenance and repair of dental equipment.

Certification:

Core Requirements: None

Certification Requirements:

- STARFLEET Academy College of Medicine (SACOM): COM-131 and COM-306
- College of Starship Operations (CSO): CSO-102

Technical/Laboratory Assistants:

Technical \ Laboratory assistants are enlisted personnel who work with technicians and pharmacists performing routine duties. Individuals in this position advance into the technologist, pharmacy or dental fields.

Certification:

Core Requirements: None

Certification Requirements:

- STARFLEET Academy College of Medicine (SACOM): COM-131, COM-113 or COM-317 or COM-306 or COM-311
- College of Starship Operations (CSO): CSO-102

■	ACTIVE STARSHIPS DATABASE						
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SECURITY DEPARTMENT

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■	48	43	86394	95	91722	86	
■	76	82	49088	38	15242	34	
■	76	55	72976	85	52590	95	
■	10	89	30555	67			

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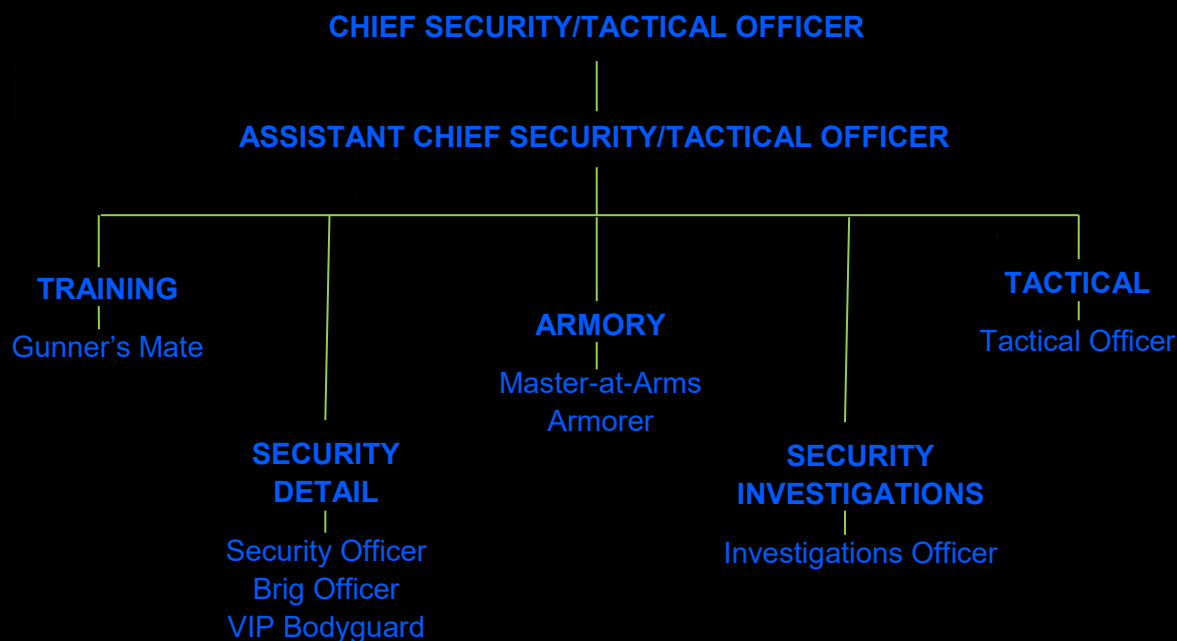
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MEMBERSHIP HANDBOOK

Welcome to the Security Department of the USS Helen Pawlowski! The Security Department has many duties and responsibilities that comprise of two general areas; chapter security and then convention security. Chapter security could include such as selecting meeting locations, sending out reminders of events, arranging transportation to meetings, coordinate caravans, as well as provide security at the ship's meetings and functions. That's quite a lot of work for security and many times security work at conventions or regional/fleet events.

A diagram of the department organization and areas of responsibility for each positions are listed below.



CHIEF SECURITY/TACTICAL OFFICER

In the Chief Security Officer role, her/his duty is to ensure the safety of ship and crew. The Chief of Security takes it as their personal duty to protect the Commanding/Executive Officer on away teams. She/he is also responsible for people under arrest and the safety of guests, liked or not. S/he also is a department head and a member of the senior staff, responsible for all the crew members in her/his department and duty rosters. Security could be called the 24th century police force.

In the Chief Tactical Officer role, s/he is the vessels gunman. S/he is responsible for the ships weapon system, and is also the COs tactical advisor in Star Ship Combat matters. Very often Tactical Officers are also trained in ground combat and small unit tactics. There is much more to tactical than simply overseeing the weapons console on the bridge. Tactical maintains the weapons systems aboard the ship/starbase, maintaining and reloading photons magazines. Tactical planning and current Intelligence analysis (if no Intelligence operatives are aboard) is also overseen by the tactical department.

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
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Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Security (COS): Any two (2) course
- College of Security in Trek (CST): Any two (2) courses
- College of Starship Operations (CSO): CSO-103, CSO-106, and CSO-107
- College of Law Enforcement History (CLEH): Any two (2) courses
- College of Strategy & Tactics (COST): SOST-101 and SOST-102
- College of Special Operations Resources (CSOR): Any four (4) WPN courses
- College of Intelligence Operations (CIO): Any three (3) courses
- College of Law Enforcement (SOC): Any twelve (12) courses
- College of Law Enforcement Resources (SVP): Any six (6) courses
- College of Law Enforcement Resources (SLU): Any eight (8) courses

ASSISTANT CHIEF SECURITY/TACTICAL OFFICER

The Assistant Chief Security/Tactical Officer S/he assists the Chief of Security/Tactical in the daily work; in issues regarding security/tactical and any administrative matters. There is much more to tactical than simply overseeing the weapons console on the bridge. Tactical maintains the weapons systems aboard the ship/starbase, maintaining and reloading photons magazines. Tactical planning and current Intelligence analysis (if no Intelligence officers are aboard) is also overseen by the tactical department. As and if required the Deputy must be able to take command of the Security/Tactical department.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Security (COS): Any two (2) course
- College of Security in Trek (CST): Any two (2) courses
- College of Starship Operations (CSO): CSO-103, CSO-106, and CSO-107
- College of Law Enforcement History (CLEH): Any two (2) courses
- College of Strategy & Tactics (COST): SOST-101 and SOST-102
- College of Special Operations Resources (CSOR): Any four (4) WPN courses
- College of Intelligence Operations (CIO): Any three (3) courses
- College of Law Enforcement (SOC): Any twelve (12) courses
- College of Law Enforcement Resources (SVP): Any six (6) courses
- College of Law Enforcement Resources (SLU): Any eight (8) courses

SECURITY DETAIL SECTION

This section is responsible for coordinating and participating in security for chapter events , conventions and Regional Summits or STARFLEET IC.

SECURITY OFFICER

There are several Security Officers aboard each vessel. They are assigned to their duties by the Chief of Security/Tactical and his/her Deputy and mostly guard sensitive areas, protect people, patrol, and handle other threats to the Federation.

Certification:

Core Requirements: OTS

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Certification Requirements:

- College of Security (COS): Any two (2) course
- College of Security in Trek (CST): Any two (2) courses
- College of Starship Operations (CSO): CSO-103, CSO-106, and CSO-107
- College of Law Enforcement History (CLEH): Any two (2) courses
- College of Strategy & Tactics (COST): SOST-101
- College of Special Operations Resources (CSOR): Any two (2) WPN courses
- College of Intelligence Operations (CIO): Any one (1) courses
- College of Law Enforcement (SOC): Any four (4) courses

BRIG OFFICER

The Brig Officer is a Security Officer who has chosen to specialize in a specific role. S/he guards the brig and its cells. But there are other duties associated with this post as well. S/he is responsible for any prisoner transport, and the questioning of prisoners. Often Brig Officers have a good knowledge of force field technology, and are experts in escaping such confinements.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Security (COS): Any two (2) course
- College of Security in Trek (CST): Any two (2) courses
- College of Starship Operations (CSO): CSO-103, and CSO-106
- College of Law Enforcement History (CLEH): Any two (2) courses
- College of Law Enforcement (SOC): Any twelve (12) courses

VIP BODYGUARD

VIPs are sometimes difficult people to get along with. They want this and that, and want it as soon as they ask for it. So a VIP Bodyguard has not only to guarantee for the safety of the person s/he guards, but must also be good at organizing the requests from VIPs. More than once s/he has to be diplomatic about what s/he has heard while staying in the vicinity of their VIP guests. As with brig Officers, VIP Bodyguards are specialist Security Officers, and when not serving a VIP most Bodyguards partake in normal Security duties.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Security (COS): Any two (2) course
- College of Security in Trek (CST): Any two (2) courses
- College of Starship Operations (CSO): CSO-103, CSO-106, and CSO-107
- College of Law Enforcement History (CLEH): Any two (2) courses
- College of Law Enforcement Resources (SVP): Any six (6) courses

TACTICAL SECTION

This section is responsible for the coordination for activities such as Paintball and Laser Tag competitions from within the chapter and outside groups. This section works closely with the Marine Strike Group.

TACTICAL OFFICER

The Tactical Officers are the vessels gunmen. They assist the Chief Security/Tactical Officer by run-

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ning and maintaining the numerous weapons systems aboard the ship/starbase, and analysis and tactical planning of current missions. Very often Tactical Officers are also trained in ground combat and small unit tactics.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Security (COS): Any two (2) course
- College of Security in Trek (CST): Any two (2) courses
- College of Starship Operations (CSO): CSO-103, CSO-106, and CSO-107
- College of Law Enforcement History (CLEH): Any two (2) courses
- College of Strategy & Tactics (COST): SOST-101 and SOST-102
- College of Special Operations Resources (CSOR): Any four (4) WPN courses
- College of Intelligence Operations (CIO): Any three (3) courses

SECURITY INVESTIGATIONS SECTION

This section is responsible for assisting the JAG and/or IG with investigating violations of chapter regulations as it pertains to the lawful rights of individual members and misconduct. By any member of the chapter.

SECURITY INVESTIGATIONS OFFICER

The Security Investigations Officer is an Enlisted Officer. S/He fulfills the role of a special investigator or detective when dealing with Starfleet matters aboard ship or on a planet. Coordinates with the Chief Security Officer on all investigations as needed. The Security Investigations Officer reports to the Chief of Security.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Security (COS): Any two (2) course
- College of Security in Trek (CST): Any two (2) courses
- College of Starship Operations (CSO): CSO-103, CSO-106, and CSO-107
- College of Law Enforcement History (CLEH): Any two (2) courses
- College of Law Enforcement Resources (SLU): Any eight (8) courses

ARMORY SECTION

This section is responsible for Star Trek weaponry schematics, modeling and prop kits information.

MASTER-AT-ARMS

The Master-at-Arms trains and supervises Security crewmen in departmental operations, repairs, and protocols; maintains duty assignments for all Security personnel; supervises weapons locker access and firearm deployment; and is qualified to temporarily act as Chief of Security if so ordered. The Master-at-Arms reports to the Chief of Security.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Security (COS): Any two (2) course

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- College of Security in Trek (CST): Any two (2) courses
- College of Starship Operations (CSO): CSO-103, CSO-106, and CSO-107
- College of Law Enforcement History (CLEH): Any two (2) courses
- College of Special Operations Resources (CSOR): Any two (2) WPN courses
- College of Law Enforcement Resources (SLU): Any four (4) courses
- College of Law Enforcement Resources (SVP): Any three (3) courses
- College of Law Enforcement (SOC): Any six (6) courses

TRAINING SECTION

This section is responsible for tracking the training requirements for the Security Department personnel duty positions and any other training that is conducted.

GUNNER'S MATE

The Gunner's Mate trains and supervises Tactical crewmen in tactical operations, repairs, and protocols; maintains duty assignments for all Tactical personnel; supervises ordnance inventory, preparation, and deployment; and is qualified to temporarily act as Chief Tactical Officer if so ordered. The Gunner's Mate reports to the Deputy of Tactical.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Security (COS): Any two (2) course
- College of Security in Trek (CST): Any two (2) courses
- College of Starship Operations (CSO): CSO-103, CSO-106, and CSO-107
- College of Law Enforcement History (CLEH): Any two (2) courses
- College of Strategy & Tactics (COST): SOST-101
- College of Special Operations Resources (CSOR): Any two (2) WPN courses
- College of Intelligence Operations (CIO): Any two (2) courses

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ENGINEERING DEPARTMENT

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	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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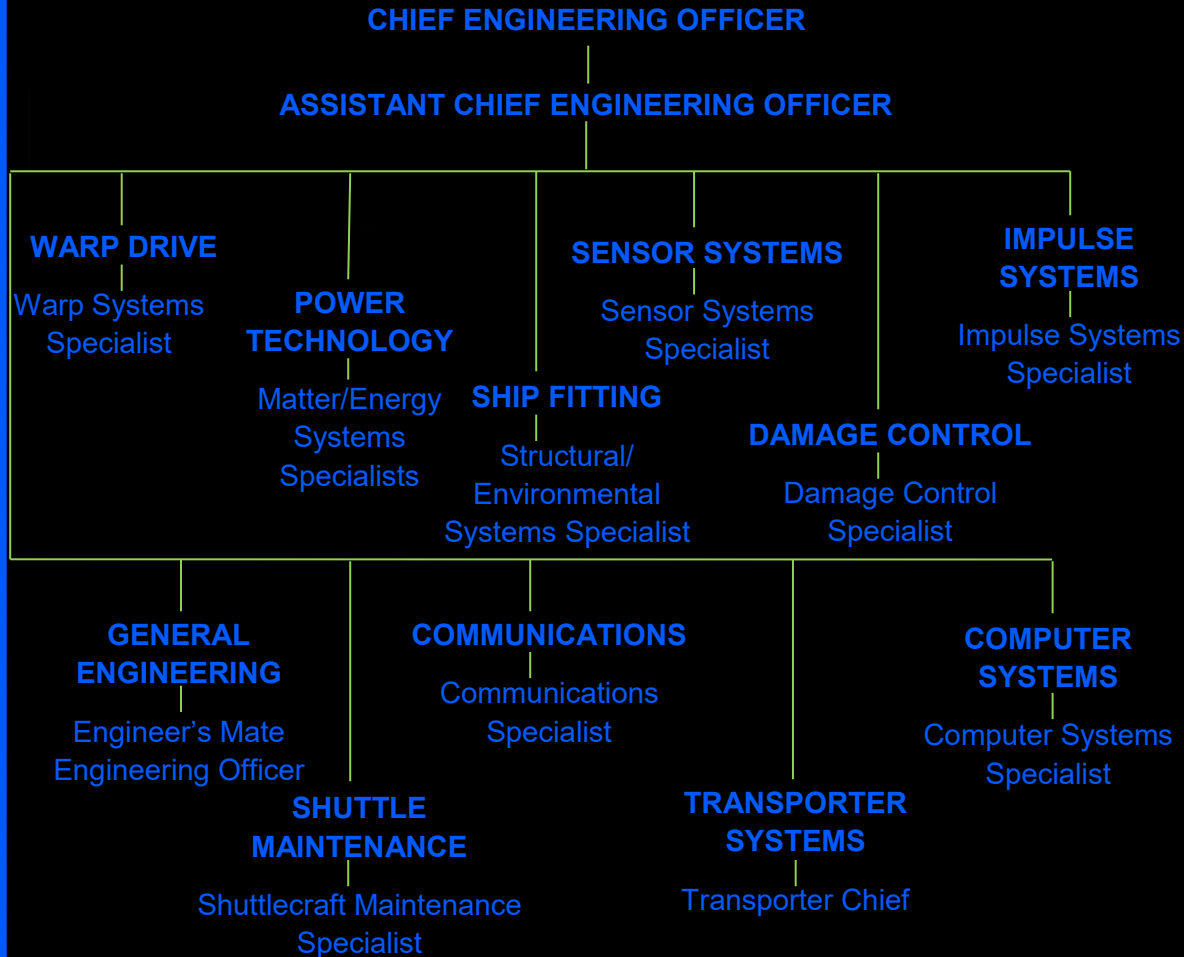
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Welcome to Main Engineering of the USS Helen Pawlowski. You may ask yourself, "what do Engineers do?" Well, if you have ever taken something apart to see how it works, or added a piece to an object to make it work differently then you already express similar interest as we in the Engineering Department do. We like to make models, draw technical designs, maps, and anything remotely scientific.

A diagram of the department organization and areas of responsibility for each positions are listed below.



CHIEF ENGINEERING OFFICER

The Chief Engineer is responsible for the condition of all systems and equipment on board a Starfleet ship or facility. S/he oversees maintenance, repairs and upgrades of all equipment. S/he is also responsible for the many repairs teams during crisis situations. The Chief Engineer is not only the Department head but also a Senior Officer, responsible for all the crew members in her/his department and maintenance of the duty rosters.

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Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Starship Operations (CSO): CSO-104 and CSO-107
- College of Engineering (COE): Any three (3) courses
- Vulcan Academy of Science (VAS): VAS-208
- College of Spaceflight History (COSH): Any two (2) courses
- College of Rocketry (COR): Any four (4) courses
- College of Plasma Technology (CPT): Any four (4) courses
- College of Physics (CP): Any four (4) courses
- College of Space Equipment (COSE): Any three (3) courses

ASSISTANT CHIEF ENGINEERING OFFICER

The Assistant Chief Engineer assists the Chief Engineer in the daily work; in issues regarding mechanical, administrative matters and co-ordinating repairs with other departments. If so required the Asst. Chief Engineer must be able to take over as Chief Engineer, and thus must be versed in current information regarding the ship or facility.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Starship Operations (CSO): CSO-104 and CSO-107
- College of Engineering (COE): Any three (3) courses
- Vulcan Academy of Science (VAS): VAS-208
- College of Spaceflight History (COSH): Any two (2) courses
- College of Rocketry (COR): Any four (4) courses
- College of Plasma Technology (CPT): Any four (4) courses
- College of Physics (CP): Any four (4) courses
- College of Space Equipment (COSE): Any three (3) courses

WARP DRIVE SECTION

This section is responsible for maintaining information about Warp Drive and the development/history and advances. They also will assist the Ship Fitting and Damage Control Sections when updating warp engine designs for the ship schematics.

WARP SYSTEMS SPECIALISTS

The Warp Systems Specialist is a specialized Engineer. The complexity of the Warp Drive system and impulse systems of any starship is further complicated by the different settings required for each ship. No two vessels have exactly the same system aboard, and all settings require careful maintenance and checks to ensure peak performance. On smaller vessels this task may be performed by the Chief Engineer, but larger vessel have a dedicated Officer whose role to ensure the Warp Drive system and impulse systems runs under any condition. A small team is assigned to the Warp Systems Specialist which is made up from NCO personnel, assigned by the Asst. and Chief Engineer. The Warp Systems Specialist reports to the Assistant and Chief Engineer.

Certification:

Core Requirements: None

Certification Requirements:

- College of Starship Operations (CSO): CSO-104 and CSO-107

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- College of Engineering (COE): Any three (3) courses
- Vulcan Academy of Science (VAS): VAS-208
- College of Spaceflight History (COSH): Any two (2) courses
- College of Rocketry (COR): Any four (4) courses
- College of Plasma Technology (CPT): Any four (4) courses
- College of Physics (CP): Any four (4) courses

POWER TECHNOLOGY SECTION

This section is responsible for maintaining information about the power systems of the chapter. They do this by working closely with the other sections of the department and help design the console displays etc.

MATTER/ENERGY SYSTEMS SPECIALIST

The Matter / Energy Systems Specialist is a specialized Engineer. All aspect of matter energy transfers with the sole exception of the warp drive systems are handled by the Matter/Energy Systems Specialist. Such areas involved are transporter and replicator systems. The Matter/Energy Systems Specialist is the Officer in charge of a small team, which is made up from NCO personnel, assigned by the Asst. and Chief Engineer. The Matter/Energy Systems Specialist reports to the Assistant and Chief Engineer.

Certification:

Core Requirements: None

Certification Requirements:

- College of Starship Operations (CSO): CSO-104 and CSO-107
- College of Engineering (COE): Any three (3) courses
- Vulcan Academy of Science (VAS): VAS-208
- College of Spaceflight History (COSH): Any two (2) courses
- College of Rocketry (COR): Any three (3) courses
- College of Plasma Technology (CPT): Any three (3) courses
- College of Physics (CP): Any two (2) courses

SHIP FITTING SECTION

This section is responsible for the production, maintaining and updating chapter ship schematics except for the deck plans. This section works closely with the Damage Control Section.

STRUCTURAL/ENVIRONMENTAL SYSTEMS SPECIALIST

The Structural and Environmental Systems Specialist is a specialized Engineer. From a small ship/facility to a large one, all requires constant monitoring. The hull, bulkheads, walls, Jeffrey's tubes, turbo lifts, structural integrity field, internal dampening field, and environmental systems are all monitored and maintained by this officer and his/her team. The team assigned to the Structural and Environmental Systems Specialist is made up from NCO personnel, assigned by the Asst. and Chief Engineer. The Structural and Environmental Systems Specialist reports to the Assistant and Chief Engineer.

Certification:

Core Requirements: None

Certification Requirements:

- College of Starship Operations (CSO): CSO-104
- College of Engineering (COE): Any two (2) courses

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- Vulcan Academy of Science (VAS): VAS-208
- College of Spaceflight History (COSH): Any two (2) courses

SENSOR SYSTEMS SECTION

This section is responsible for maintaining information different science related instruments. They accomplish this by creating schematics of the equipment, articles about the use of such equipment and works closely with the other sections in the department for creating displays etc.

SENROR SYSTEMS SPECIALIST

The Sensor Systems Specialist is a specialized Engineer. Dedicated to the maintenance and operation of the navigation deflector, guidance, helm, reaction control systems and all other sensor systems. A small team is assigned to the Sensor Systems Specialist, which is made up from NCO personnel, assigned by the Asst. and Chief Engineer. The Sensor Systems Specialist reports to the Asst and Chief Engineer.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Starship Operations (CSO): CSO-104
- College of Engineering (COE): Any three (3) courses
- Vulcan Academy of Science (VAS): VAS-208
- College of Spaceflight History (COSH): Any two (2) courses

DAMAGE CONTROL SECTION

This section is responsible for the production, maintaining and updating chapter deck by deck schematics. They also help maintain other ship schematics that have deck plans. This section works closely with the Ship Fitting Section.

DAMAGE CONTROL SPECIALIST

The Damage Control Specialist is a specialized Engineer. The Damage Control Specialist controls all damage control aboard the ship when it gets damaged in battle. S/he oversees all damage repair aboard the ship, and coordinates repair teams on the smaller jobs so the Chief Engineer can worry about other matters. A small team is assigned to the Damage Control Specialist which is made up from NCO personnel assigned by the Asst. and Chief Engineer. The Damage Control Specialist reports to the Asst. and Chief Engineer.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Starship Operations (CSO): CSO-104 and CSO-107
- College of Engineering (COE): Any three (3) courses
- Vulcan Academy of Science (VAS): VAS-208
- College of Spaceflight History (COSH): Any two (2) courses
- College of Space Equipment (COSE): Any five (5) courses

IMPULSE SYSYEMS SECTION

This section is responsible for maintaining information about Impulse Drive and the development/ history and advances. They also will assist the Warp Drive, Ship Fitting and Damage Control Sections when updating the impulse engine designs for the ship schematics.

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■	43	64	57320	92	49259	20	
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IMPULSE SYSTEMS SPECIALIST

The Impulse Systems Specialist is a specialized Engineer. The complexity of the impulse systems of any starship is further complicated by the different settings required for each ship. No two vessels have exactly the same system aboard, and all settings require careful maintenance and checks to ensure peak performance. On smaller vessels this task may be performed by the Chief Engineer, but larger vessel have a dedicated Officer whose role to ensure the impulse systems run under any condition. A small team is assigned to the Impulse Systems Specialist which is made up from NCO personnel, assigned by the Asst. and Chief Engineer. The Warp Systems Specialist reports to the Assistant and Chief Engineer.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Starship Operations (CSO): CSO-104 and CSO-107
- College of Engineering (COE): Any three (3) courses
- Vulcan Academy of Science (VAS): VAS-208
- College of Spaceflight History (COSH): Any two (2) courses
- College of Rocketry (COR): Any three (3) courses
- College of Plasma Technology (CPT): Any two (2) courses

GENERAL ENGINEERING SECTION

This section is responsible for maintaining of the Engineering Library. They will work closely with the other sections in the department and create an Engineering Library on everything technological as seen in the Star Trek Universe, such as ship schematics, equipment schematics etc.

ENGINEERING OFFICER

There are several non-specialized Engineers aboard of each vessel. They are assigned to their duties by the Chief Engineer and his Assistant, performing a number of different tasks as required (i.e. general maintenance and repair). Generally Engineers as assigned to more specialized Engineering person to assist in their work is so requested by the specialized Engineer.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Starship Operations (CSO): CSO-104 and CSO-107
- College of Engineering (COE): Any three (3) courses
- Vulcan Academy of Science (VAS): VAS-208
- College of Spaceflight History (COSH): Any two (2) courses
- College of Space Equipment (COSE): Any three (3) courses
- College of Rocketry (COR): Any three (3) courses

ENGINEER'S MATE

The Engineer's Mate trains and supervises Engineering crewmen in departmental operations, repairs, and protocols; maintains duty assignments for all Engineering personnel; and is qualified to temporarily act as Chief Engineer if so ordered. The Engineer's Mate reports to the Chief Engineer

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

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- College of Starship Operations (CSO): CSO-104 and CSO-107
- College of Engineering (COE): Any three (3) courses
- Vulcan Academy of Science (VAS): VAS-208
- College of Spaceflight History (COSH): Any two (2) courses
- College of Space Equipment (COSE): Any three (3) courses
- College of Rocketry (COR): Any three (3) courses

SHUTTLE MAINTENANCE SECTION

This section is responsible for maintaining information about the various Federation Shuttlecraft designs, schematics and the development/history and advances. They also will assist the Ship Fitting and Damage Control Sections when updating the shuttle bays and assigned shuttlecraft designs.

SHUTTLECRAFT MAINTENANCE SPECIALIST

Shuttlecraft Maintenance is a specialized Engineer post. This Officer is assigned to the Shuttle Maintenance Deck (sometimes called the Flight Deck, but generally only if Fighter Pilot personnel are assigned), and is responsible for the service and repair of all small vessel assigned to the Starship or facility. The flight deck must maintain a set number for craft at all times for evacuation purposes in case of emergency. A team is assigned to the Engineer in charge of Shuttlecraft Maintenance, which is made up from NCO personnel, assigned by the Asst. and Chief Engineer. The Engineer in charge of Shuttlecraft Maintenance reports to the Assistant and Chief Engineer. Should the vessel of facility have a dedicated Fighter Pilot Department assigned, then maintenance of these craft falls under the service of the Shuttlecraft Maintenance teams, Engineer in charge of Shuttlecraft Maintenance will report required information to the Wing Commander.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Starship Operations (CSO): CSO-104
- College of Engineering (COE): Any three (3) courses
- Vulcan Academy of Science (VAS): VAS-208
- College of Spaceflight History (COSH): Any two (2) courses
- College of Space Equipment (COSE): Any three (3) courses

COMMUNICATIONS SECTION

This section is responsible for maintaining information on the communications technology as seen in the Star Trek universe. This can include things like equipment schematics and usage descriptions. This section will also assist the Operations Department with the setting up and usage of communications technology to conduct monthly meetings online and staff meetings.

COMMUNICATIONS SPECIALIST

The Communications Specialist is a specialized Engineer. Communication aboard a ship or facility takes two basic forms, voice and data. Both are handled by the onboard computer system and dedicated hardware. The vastness and complexity of this system requires a dedicated team to maintain the system. The Communications Specialist is the Officer in charge of this team, which is made up from NCO personnel, assigned to the team by the Asst. and Chief Engineer. The Communications Specialist reports to the Assistant and Chief Engineer.

Certification:

Core Requirements: OTS

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Certification Requirements:

- College of Starship Operations (CSO): CSO-104 and CSO-107
- College of Engineering (COE): Any three (3) courses
- Vulcan Academy of Science (VAS): VAS-208
- College of Spaceflight History (COSH): Any two (2) courses
- College of Computer History (COCH): Any one (1) courses
- STARFLEET Officer Radio School (CORS): Any four (4) courses

TRANSPORTER SYSTEMS SECTION

This section is responsible for maintaining information about the technology of the Transporter systems and its history. This can be things such as schematics, articles etc. This section will also work closely with the Operations Department to assist with transportation needs for members for chapter activities etc.

TRANSPORTER CHIEF

The Transporter Chief is responsible for all transports to and from other ships and any planetary bodies. When transporting is not going on, the Transporter Chief is responsible for keeping the transporters running at peak efficiency. The team assigned to the Transporter Chief is made up from NCO personnel, assigned by the Asst. and Chief Engineer. The Transporter Chief reports to the Assistant and Chief Engineer.

Certification:

Core Requirements: None

Certification Requirements:

- College of Starship Operations (CSO): CSO-104
- College of Engineering (COE): Any two(2) courses
- Vulcan Academy of Science (VAS): VAS-208
- College of Spaceflight History (COSH): Any two (2) courses

COMPUTER SYSTEMS SECTION

This section is responsible for the Star Trek computer information and specifications such as LCARS. Maintaining details as to requirements and standards for creating LCARS screens and help with visual changes to the chapter database.

COMPUTER SYSTEMS SPECIALST

The Computer Systems Specialist is a specialized Engineer. The new generation of Computer systems are highly developed. This system needs much maintenance and the Computer Systems Specialist was introduced to relieve the Science Officer, whose duty this was in the very early days. A small team is assigned to the Computer Systems Specialist, which is made up from NCO personnel assigned by the Asst. and Chief Engineer. The Computer Systems Specialist reports to the Assistant and Chief Engineer.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Starship Operations (CSO): CSO-104 and CSO-107
- College of Engineering (SoEH): SoEH-207 and any three (3) courses
- College of Engineering (SOSD): Any series set
- Vulcan Academy of Science (VAS): VAS-208

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- College of Spaceflight History (COSH): Any two (2) courses
- College of Computer History (COCH): Any two (2) courses

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SCIENCE DEPARTMENT

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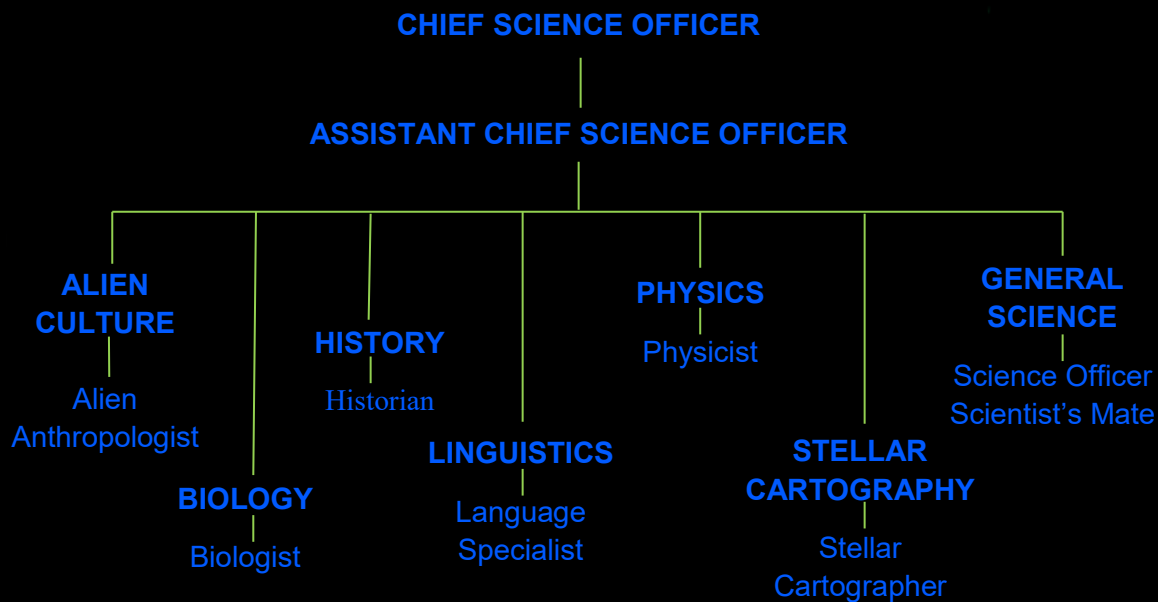


Greeting and welcome to the Science Department. Those of you interested in and desiring to learn more about all aspects of our environment, or science, be it ecological or technological, should be involved with this department.

The main purpose of this department is to increase awareness and education concerning new technologies, information on our Earth's ecology, wildlife conservation, or anything to do with our ever changing environment. This is done via report's/articles presented in the ship's newsletter. Also by organizing educational trips to local zoos, aquariums, botanical gardens, science fairs, museums, and the like. Within the Science Department is the science library, which contains issues of magazines of science fact and fiction with information on just about every conceivable subject.

The Science Department offers unparalleled opportunities for knowledge and excitement about this world and universe we live in. If you have just been accepted to the department, congratulations and welcome.

A diagram of the department organization and areas of responsibility for each positions are listed below.



CHIEF SCIENCE OFFICER

The Chief Science Officer is responsible for all the scientific data the ship/facility collects, and the distribution of such data to specific section within the department for analysis. S/he is also responsible with providing the ship's captain with scientific information needed for command decisions.

S/he also is a department head and a member of the Senior Staff and responsible for all the crew members in her/his department and duty rosters.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

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- Institute of Alien Studies (IOAS): Any three (3) courses
- College of Starship Operations (CSO): CSO-107
- Vulcan Academy of Science (VAS): Any two (2) courses
- Any three (3) additional courses from any IOST College

ASSISTANT CHIEF SCIENCE OFFICER

The Asst. Chief Science Officer assists Chief in all areas, such as administration, and analysis of scientific data. The Asst. often take part in specific analysis of important data along with the Chief Science Officer, however spends most time overseeing current project and their section heads.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- Institute of Alien Studies (IOAS): Any three (3) courses
- College of Starship Operations (CSO): CSO-107
- Vulcan Academy of Science (VAS): Any two (2) courses
- Any three (3) additional courses from any IOST College

ALIEN CULTURE SECTION

This section is responsible for keeping the chapter informed about factual information as to the history of humankind. This could be accomplished by either written articles by the members of the section or pre-existing articles on such topics on the different cultures on this planet that are both from the past and present day.

ALIEN ANTHROPOLOGIST

Specialized Science Officer in charge of the Alien Culture Section. This role involves the study of all newly discovered alien species and life forms, from the long dead to thriving. Their knowledge also involves current known alien species. Has close ties to the History and Linguistics Sections. Answers to the Chief and Asst. Science Officer.

Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): Any four (4) courses
- College of Starship Operations (CSO): CSO-107
- Vulcan Academy of Science (VAS): Any two (2) courses
- Any two (2) additional courses from any IOST College
- College of Archaeology and Anthropology (SOAn): SOAn-100 and SOAn-200

BIOLOGY SECTION

This section is responsible for keeping the chapter informed of science related information dealing with the life sciences. This could be accomplished by either written articles by the members of the section or pre-existing articles that deal with things like DNA advances, cloning etc.

BIOLOGIST

Specialized Science Officer in charge of the Biology Section. This role entails the study of biology, botany, zoology and many more Life Sciences. On larger ships there may be a number of Science Officers within this section, under the lead of the Biologist. Answers to the Chief and Asst. Science Officer.

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Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): Any two (2) courses
- College of Starship Operations (CSO): CSO-107
- Vulcan Academy of Science (VAS): VAS-302 and any one (1) course
- Any two (2) additional courses from any IOST College

HISTORICAL SECTION

This section is responsible for keeping the chapter informed of historical facts and/or discoveries. This can be accomplished by either written articles by the members of the section or pre-existing articles that could include such things as discoveries of cities, culture, monuments from the past and even such topics as the physical Earth history etc.. This section works closely with the Alien Culture and Linguistics Sections.

HISTORIAN

Specialized Science Officer in charge of the History section. This role entails the detailed study of civilizations past histories, and there implication and involvement in the future development of cultures. Has close ties to the Alien Culture Section. Answers to the Chief and Asst. Science Officer.

Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): Any two (2) courses
- College of Starship Operations (CSO): CSO-107
- College of History (COH): Any five (5) courses
- Any two (2) additional courses from any IOST College

LINGUISTICTS SECTION

This section is responsible for keeping the chapter informed of science related information dealing with

the study of Language and other forms of communications. This could be accomplished by either written articles by the members of the section or pre-existing articles that deal with the study of ancient languages and present day. This section works closely with Alien Culture and History Sections.

LANGUAGE SPECIALIST

Specialized Science Officer in charge of the Linguistics section. This role involves the study of new and old languages and text in an attempt to better understand and interpret there meaning. Answers to the Chief and Asst. Science Officer.

Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): School of Xenoanthropology: All thirty two (32) courses
- College of Starship Operations (CSO): CSO-107
- Vulcan Academy of Science (VAS): Any two (2) courses
- College of History (COH): Any five (5) courses
- Any two (2) additional courses from any IOST College

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-- College of Communications (COC): COC-101

PHYSICS SECTION

This section is responsible for keeping the chapter informed of science related information dealing with the physical sciences. This could be accomplished by either written articles by the members of the section or pre-existing articles that deal with the physical world such as the environment, weather and other news such as advances with the Super Collider etc.

PHYSICIST

Specialized Science Officer in charge of the Physics Section. This role entails the study of mathematical calculations and there implication and viability on the natural physics of the universe. It also involves the study of the natural physics of the universe and attempts to decipher them. Has close ties with the Stellar Cartography Section. Answers to the Chief and Asst. Science Officer.

Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): Any three (3) courses
- College of Starship Operations (CSO): CSO-107
- Vulcan Academy of Science (VAS): Vas-307 and any one (1) course
- College of Physics (CP): CP-101, CP-102 and CP-103

STELLAR CARTOGRAPHY SECTION

This section is responsible for keeping the chapter informed of science related information dealing with Astronomy. This could be accomplished by either written articles by the members of the section or pre-existing articles that deal with past, present and future space explorations etc.

STELLAR CARTOGRAPHER

Specialized Science Officer in charge of the Stellar Cartographer bay. This role entails the study of all spatial phenomenon, and the implications of such phenomenon. Has close ties with the Physics and Astrometric Section. Answers to the Chief and Asst. Science Officer.

Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): Any three (3) courses
- College of Starship Operations (CSO): CSO-107
- College of Astronomy (AST): Any three (3) courses
- College of Astrocartography (ACART): Any four (4) courses

GENERAL SCIENCE SECTION

This section is responsible for keeping the chapter informed of science related information dealing with science in general. This could be accomplished by either written articles by the members of the section or pre-existing articles that deal with advances in technology such as in computers, the internet etc.

SCIENCE OFFICER

There are several general Science Officers aboard each vessel. They are assigned to their duties by the Chief Science Officer and his Assistant. Assignments include work for the Specialized Section

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heads, as well as duties for work been carried out by the Chief and Asst. Answers to the Chief and Asst. Science Officer, or the section head they are assigned to.

Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): Any three (3) courses
- College of Starship Operations (CSO): CSO-107
- Vulcan Academy of Science (VAS): Any one (1) course
- Any two (2) additional courses from any IOST College

SCIENTIST'S MATE

The Scientist's Mate trains and supervises Science crewmen in departmental operations, repairs, and protocols; maintains duty assignments for all Science personnel; supervises all specimen preparation, cataloguing, and storage; and is qualified to temporarily act as Chief Science Officer if so ordered. The Scientist's Mate reports to the Chief Science Officer.

Certification:

Core Requirements: OTS

Certification Requirements:

- Institute of Alien Studies (IOAS): Any three (3) courses
- College of Starship Operations (CSO): CSO-107
- Vulcan Academy of Science (VAS): Any two (2) courses
- Any two (2) additional courses from any IOST College

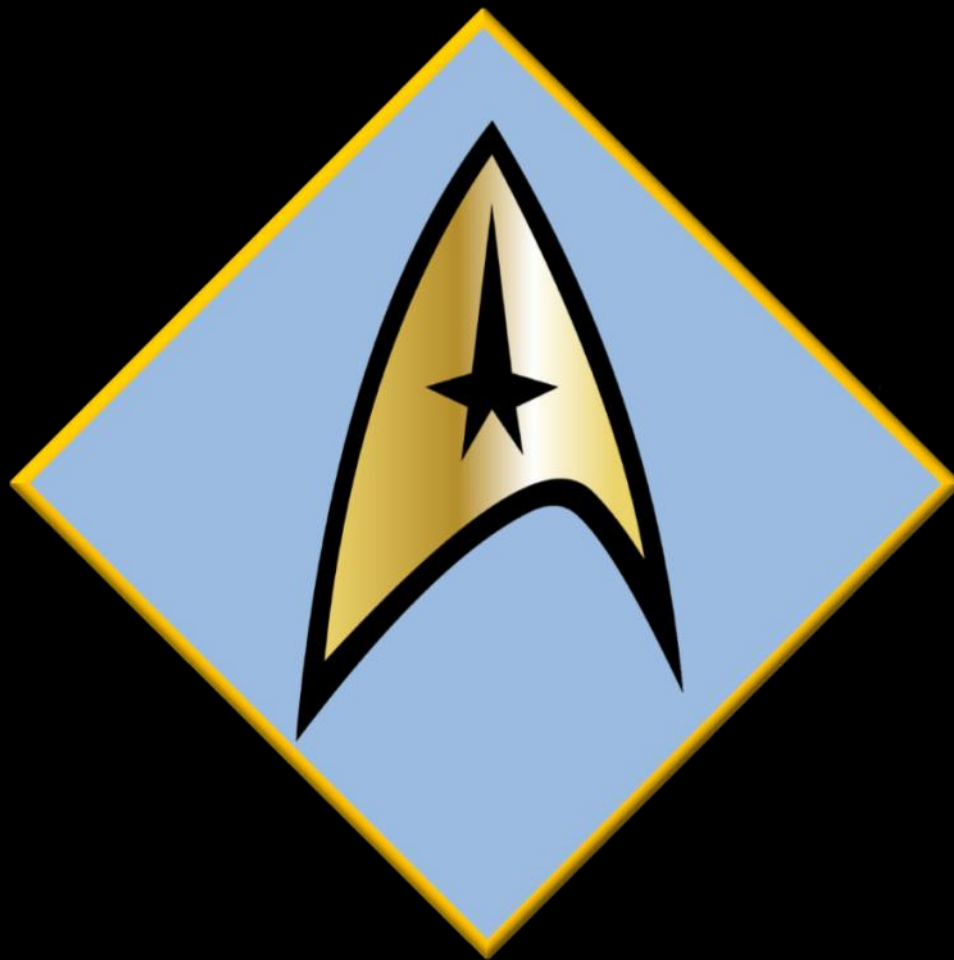
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SUPPORT SERVICES DEPARTMENT

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MEMBERSHIP HANDBOOK

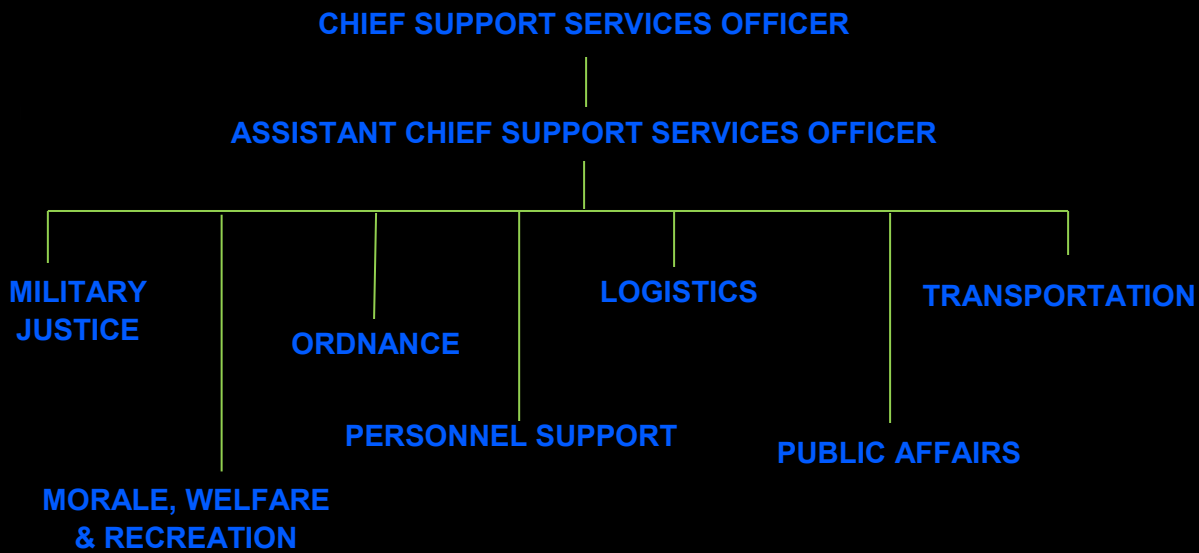


Welcome to the Support Services department of the USS Helen Pawlowski. Support is a vital part of the ship's operations, the backbone not only of the USS Helen Pawlowski, but also of the entire Fleet. While other departments may seem to be more glorifying and prestigious, there is no department on this ship, which does not depend to some extent on our efforts. The Support Services department requires extreme dedication and attention to detail, which not everyone can provide.

The Support Services Department aboard the USS Helen Pawlowski is responsible for the following areas:

- Produce and maintain the ship's store/catalog
- Institute a supply system for Fleet/Ship merchandise
- Appoint Yeomen's to Department Heads
- Assist other departments with acquiring needed materials for projects
- Assist other departments as needed
- Maintain the ship scrapbook

A diagram of the department organization.



CHIEF SUPPORT SERVICES OFFICER

The Chief Support Services Officer is responsible for the smooth running of the department. This person will watch over the efforts of each section, ensuring that all assigned tasks are being handled with efficiency and attention to details. The Chief Support Services Officer is required to act as liaison between Support personnel and the Command Staff.

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Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- College of Federation Studies (COFS): History of Federation Law (HOFL): Any three (3) courses
- College of Federation Studies (COFS): History of the UFP (HUFP): Any three (3) courses
- College of Starship Operations (CSO): CSO-103, CSO-106 and CSO-107
- Chaplain Services College of Spirituality (CSCS): CSCS-101
- Institute of the Performing Arts and Entertainment (IOPAE): Any three (3) courses

ASSISTANT CHIEF SUPPORT SERVICES OFFICER

The Assistant Chief support Services Officer will assist the Chief Support Services Officer on whatever is so directed, and will represent the department in his/her absence. This person will be chosen from one of the Section Chiefs listed below.

Certification:

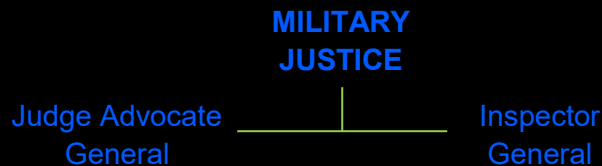
Core Requirements: OTS, OCC

Certification Requirements:

- College of Federation Studies (COFS): History of Federation Law (HOFL): Any three (3) courses
- College of Federation Studies (COFS): History of the UFP (HUFP): Any three (3) courses
- College of Starship Operations (CSO): CSO-103, CSO-106 and CSO-107
- Chaplain Services College of Spirituality (CSCS): CSCS-101
- Institute of the Performing Arts and Entertainment (IOPAE): Any three (3) courses

MILITARY JUSTICE

"Assist, Protect, Defend" is their motto. The fourth largest command in the Support Branch encompasses three departments all related to the administration of Military Justice:



JUDGE ADVOCATE GENERAL'S OFFICE

JAG provides courts martial, legal counsel and free legal aid to Marines in need. They are the court system, but they are also the public defender and district attorney. They are charged with administering the STARFLEET Code of Justice, provisions for courts and officers. JAG Officers also provide unit commanders with important counsel on legal issues within and involving their command, and often liaise with local civilian authorities when appropriate.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Federation Studies (COFS): History of Federation Law (HOFL): All nine (9) courses
- College of Law (COL): All six (6) courses
- College of Starship Operations (CSO): CSO-103 and CSO-107

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INSPECTOR GENERAL'S OFFICE

IG serves as the Corps' 'internal affairs' department providing investigative and auditing functions within the SFMC infrastructure. They investigate all accusations of impropriety, violations of internal SFMC policy and procedure, and any possible incidents of prime directive violation.

Certification:

Core Requirements: OTS

Certification Requirements:

- College of Federation Studies (COFS): History of Federation Law (HOFL): All nine (9) courses
- College of Law (COL): All six (6) courses
- College of Starship Operations (CSO): CSO-103 and CSO-107

MORALE, WELFARE & RECREATION:

"Caring for the Whole Crewmember" is their motto. MWR sees to the needs of the individual Crewmember that go beyond the tangible concerns of pay and subsistence. In addition to their work with the crew, they also work together with local and Federation assistance organizations when crewmembers and their families are in need. MWR includes four sections:



MORALE OFFICER

Responsible for keeping the morale of the crew high. Delivers regular reports on morale to the XO. The Morale Officer plans activities that will keep the crew's morale and demeanor up. If any crew member is having problems, IC or OOC, the Morale Officer can assist that crew member. Must concurrently hold another staff position, not required to be department head.

Certification:

Core Requirements: OTS

Certification Requirements:

- Chaplain Services College of Spirituality (CSCS): CSCS-101
- Institute of the Performing Arts and Entertainment (IOPAE): Any three (3) courses
- College of Starship Operations (CSO): CSO-103

FAITH SERVICES

The Faith Services section sees to the spiritual well being of the crewmembers by performing services and providing moral and religious education. Chaplains and Chaplain's Assistants usually work in pairs as Unit Ministry Teams (UMTs) that are assigned to Ships and units. The Senior most

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Chaplain serves as the Staff Chaplain who not only minister to the crew, but also act as counselor and advisor to the ship's Commanding Officer.

CHAPLAIN

Chaplains are responsible for tending to the religious and moral well-being of service members and their families. The chaplain's responsibilities include everything from performing religious rites and conducting worship services to providing confidential counseling and advising commanders on religious, spiritual and moral matters. Unit Ministry Teams refer to teams consisting of at least one chaplain and at least one chaplain assistant. Chaplains are commissioned officers, and chaplain assistants are enlisted personnel.

The chaplain teams' primary obligations are to the crewmembers and their family members.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): All twelve (12) courses

-- College of Starship Operations (CSO): CSO-103

CHAPLAIN ASSISTANT

Provide support to Chaplains. A Chaplain Assistant is part of the Unit Ministry Team (UMT) and supports UMT programs including worship services. Additionally, since Chaplains are non-combatants, the Chaplain Assistant provides force protection for Chaplains in combat environments.

Certification:

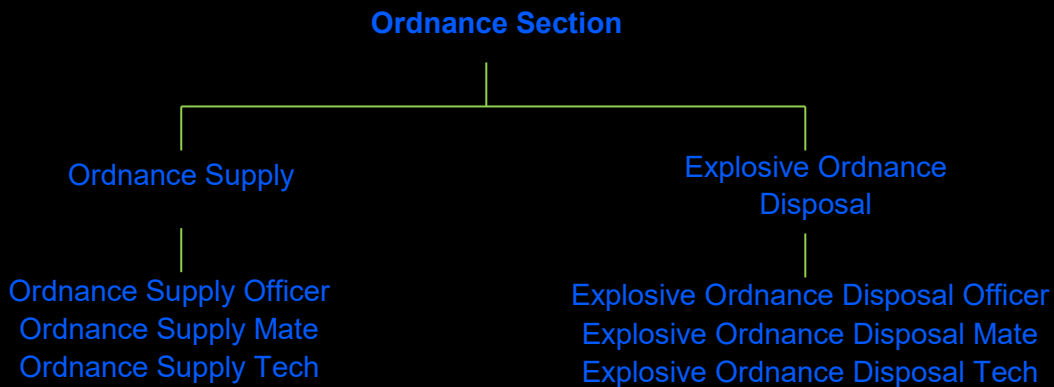
Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

ORDNANCE SECTION

Ordnance is responsible for nearly all of the ammunition, missiles, projectiles, bombs, and explosives used in Starfleet. Since this material is obviously sensitive in nature, a separate supply channel exists for inventory security, and to assure proper handling and storage.



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ORDNANCE SUPPLY

The Ordnance Supply Section is charged with the procurement, storage, maintenance and distribution of all ship ordnance. Procurement and maintenance is handled exclusively by this section, while distribution and storage are usually done in concert with the Quartermaster Section.

ORDNANCE SUPPLY OFFICER

Supervises, receives, stores, and issues conventional ammunition, guided missiles, large rockets, and other ammunition related items; performs maintenance (unit, direct support and general support) modification, destruction, and demilitarization on ammunition and explosive components; and operates computer hardware and software/utilities manual records to perform stock control and accounting procedures.

Certification:

Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

ORDNANCE SUPPLY MATE

Supervises the Ordnance enlisted personnel, receives, stores, and issues conventional ammunition, guided missiles, large rockets, and other ammunition related items; performs maintenance (unit, direct support and general support) modification, destruction, and demilitarization on ammunition and explosive components; and operates computer hardware and software/utilities manual records to perform stock control and accounting procedures.

Certification:

Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

ORDNANCE SUPPLY TECH

Assists with receiving, stores, and issues conventional ammunition, guided missiles, large rockets, and other ammunition related items; performs maintenance (unit, direct support and general support) modification, destruction, and demilitarization on ammunition and explosive components; and operates computer hardware and software/utilities manual records to perform stock control and accounting procedures.

Certification:

Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

EXPLOSIVE ORDNANCE DISPOSAL

EOD handles the disposal of both friendly and enemy ordnance. They may destroy aged ship weapons that have become unstable, diffuse a dud torpedo or missile that has landed in a friendly area, or disable explosive charges that have been placed as booby traps in newly occupied areas.

EXPLOSIVE ORDNANCE DISPOSAL OFFICER

Supervises and trains the section, locates, identifies, renders safe, and disposes of foreign and domestic conventional, chemical, or nuclear ordnance.

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Certification:

Core Requirements: OTS

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

EXPLOSIVE ORDNANCE DISPOSAL MATE

Supervises the enlisted personnel, assists training the section, locates, identifies, renders safe, and disposes of foreign and domestic conventional, chemical, or nuclear ordnance.

Certification:

Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

EXPLOSIVE ORDNANCE DISPOSAL TECH

Locates, identifies, renders safe, and disposes of foreign and domestic conventional, chemical, or nuclear ordnance.

Certification:

Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

PERSONNEL SUPPORT SECTION

The section is to plan, provide, and coordinate the delivery of personnel support, services, or information to all assigned and attached personnel of the USS Helen Pawlowski. The Adjutant (S-1) is the principal staff advisor to the commanding officer for all matters concerning personnel support.

PERSONNEL SUPPORT SERVICES SECTION

Personnel Services

Adjutant

Personnel Services Mate

Awards Processing Mate

Orders Processing Mate

Promotions Mate

Personnel Services Tech

PERSONNEL SERVICES

The Personnel Services office handles personnel assignments, transfers, and benefit administration. They also maintain personnel records of all current, separated, and retired personnel. This section

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■	43	64	57320	92	49259	20	
■	48	43	86394	95	91722	86	
■	76	82	49088	38	15242	34	
■	76	55	72976	85	52590	95	
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processes awards and promotions.

ADJUTANT

An adjutant operates the administrative infrastructure that makes both peace time and combat personnel operations run properly. The areas of responsibility include specific training in: Combat Readiness Casualty Operations Information Management Postal Operations Morale, Welfare and Recreation Support.

Certification:

Core Requirements: OTS

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

PERSONNEL SERVICES MATE

Senior Enlisted crewmember who supervises and manages the processing and input of all personnel actions transactions into the ships individual crewmember database record.

Certification:

Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

AWARDS PROCESSING MATE

Enlisted crewmember who supervises and manages the processing and tracking of all award actions on the ship.

Certification:

Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

ORDERS PROCESSING MATE

Enlisted crewmember who supervises and manages the processing and tracking of all personnel actions pertaining to New Enlistees, Transfers, and Discharges on the ship.

Certification:

Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

PROMOTIONS MATE

Enlisted crewmember who supervises and manages the processing and tracking of all promotion actions on the ship.

Certification:

Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

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PERSONNEL SERVICES TECH

Enlisted crewmember who assists in any of the above mentioned positions as needed.

Certification:

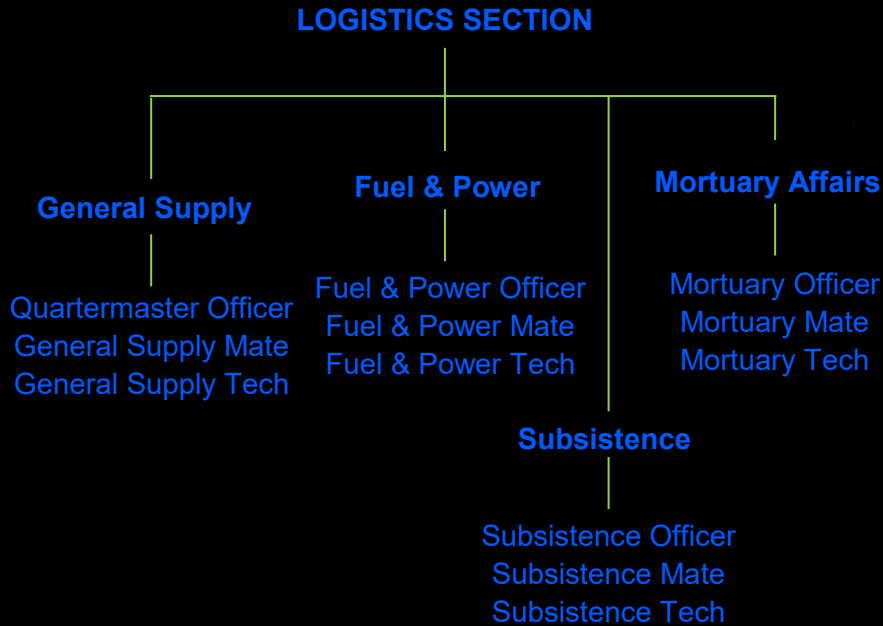
Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

LOGISTICS SECTION

The Quartermaster section obtains and apportions supplies of all kinds throughout the entire ship. The Quartermaster Section is further subdivided into Field Services, General Supply, Fuels and Power, Subsistence, and Mortuary Affairs.



GENERAL SUPPLY SECTION

When on an away mission, no crewmember should ever have to leave its axis of advance for supplies. Field Services is the section primarily responsible for seeing that is always the case. They handle all field supplies and equipment except fuels & power and subsistence materiel—those areas of responsibility have their own sections assigned (see below).

Quartermaster Officer:

Quartermaster Officers are responsible for making sure equipment, materials and systems are available and functioning for soldiers and their mission

Certification:

Core Requirements: OTS

Certification Requirements:

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-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

GENERAL SUPPLY MATE

Supervises or performs duties involving requests, receipt, storage, issue, accountability, and preservation of individual, organizational, installation, and expendable supplies and equipment.

Certification:

Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

GENERAL SUPPLY TECH

Assists the General Supply Mate in their duties involving requests, receipt, storage, issue, accountability, and preservation of individual, organizational, installation, and expendable supplies and equipment.

Certification:

Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

FUELS & POWER SECTION

This section keeps supplies of consumable fuel, energetic plasma, and electrical power flowing throughout the ship. They also provide these services during away missions, where fuel and power are the lifeblood of operations.

FUELS & POWER OFFICER

Supervises or receives, stores, accounts for, cares for, dispenses, issues, and ships bulk or packaged Fuels and Power related products.

Certification:

Core Requirements: OTS

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

FUELS & POWER MATE

Assists the Fuels & Power Officer in Supervising, receiving, storing, accounts for, cares for, dispenses, issues, and ships bulk or packaged Fuels and Power related products.

Certification:

Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

FUELS & POWER TECH

Assists both the Fuels & Power Officer and Fuels & Power Mate in receiving, storing, accounts for, cares for, dispenses, issues, and ships bulk or packaged Fuels and Power related products.

Certification:

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
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Core Requirements: None
Certification Requirements:
-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

SUBSISTENCE SECTION

Subsistence keeps crewmembers watered and fed. In certain situations they are also responsible for housing and shelter. Their primary duties, though, concern water and food rations, or field replicators to provide the same.

SUBSISTENCE OFFICER

Orders supplies, Supervises mess facilities, Coordinates with subordinate units or sections in field or garrison food service operations.

Certification:
Core Requirements: None
Certification Requirements:
-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

SUBSISTENCE MATE

Supervises or prepares, cooks, and serves food in field or garrison food service operations.

Certification:
Core Requirements: None
Certification Requirements:
-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

SUBSISTENCE TECH

Prepares, cooks, and serves food in field or garrison food service operations.

Certification:
Core Requirements: None
Certification Requirements:
-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

MORTUARY AFFAIRS

This section has the unenviable but important function of caring for the dead. MA removes bodies from the field, transports them, identifies them, notifies their next-of-kin, and in some cases administers survivor's assistance programs.

MORTUARY AFFAIRS OFFICER

Performs or supervises duties relating to deceased personnel to include recovery, collection, evacuation, establishment of tentative identification, escort, and temporary burial. They also inventory, safeguard, and evacuate personal effects of deceased personnel

Certification:
Core Requirements: None
Certification Requirements:
-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

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MORTUARY AFFAIRS MATE

Assists the Mortuary Affairs Officer with duties relating to deceased personnel to include recovery, collection, evacuation, establishment of tentative identification, escort, and temporary burial. They also inventory, safeguard, and evacuate personal effects of deceased personnel

Certification:

Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

MORTUARY AFFAIRS TECH

Assists both the Mortuary Affairs Officer and Mortuary Affairs Mate with duties relating to deceased personnel to include recovery, collection, evacuation, establishment of tentative identification, escort, and temporary burial. They also inventory, safeguard, and evacuate personal effects of deceased personnel

Certification:

Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

PUBLIC AFFAIRS SECTION

"We Have an Image to Uphold" is their motto. The P&P Office as it is colloquially known handles all of the press and publicity.

Public Affairs Section

Public Affairs Officer

Public Affairs Mate

Public Affairs Tech

PUBLIC AFFAIRS OFFICER

Supervise all forms of broadcasting, Federation policy information, and public affairs programs.

Certification:

Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

PUBLIC AFFAIRS MATE

Participates in and assists with the supervision of the administration of Starfleet public affairs programs, primarily through writing and photographing the Starfleet activities, for use in the internal and external news media.

Certification:

Core Requirements: None

Certification Requirements:



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-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

PUBLIC AFFAIRS TECH

Assists the Public Affairs Mate by participating in and assists with the administration of Starfleet public affairs programs, primarily through writing and photographing the Starfleet activities, for use in the internal and external news media.

Certification:

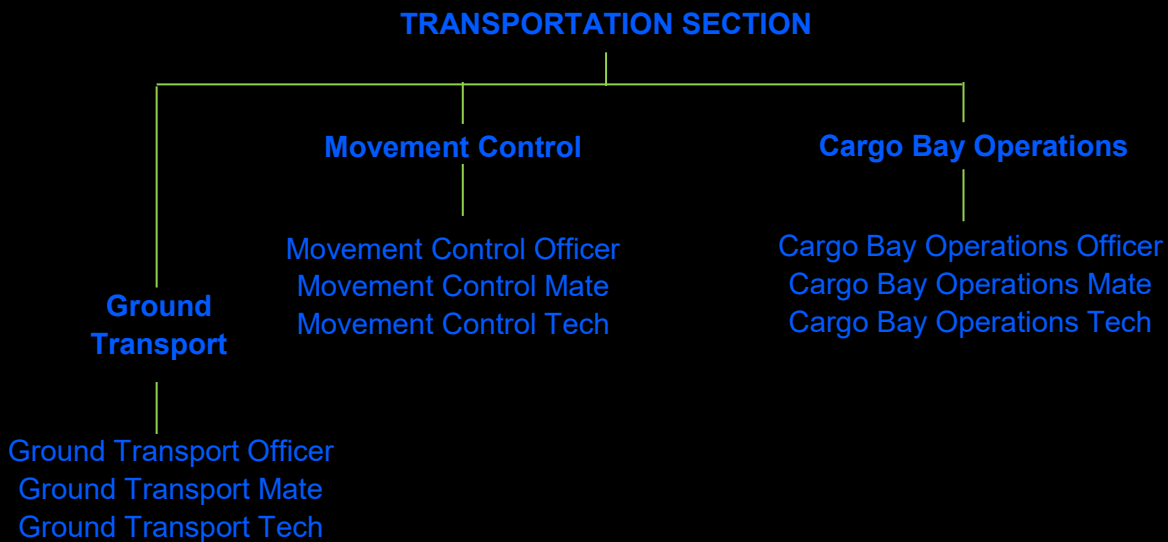
Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

TRANSPORTATION SECTION

Transportation handles ground transportation for away team supplies and personnel. They also dispatch and coordinate air transport with the ship. Basically, no matter how it gets from point A to point B, Transportation usually has a hand in it. The Transportation Department has sections responsible for Ground Transport, Movement Control and Cargo Bay Operations. Each has their own general area of responsibility, but they frequently overlap.



GROUND TRANSPORT

Every ground vehicle, whether it be hover or wheeled, that is not considered a fighting vehicle ultimately belongs to this section.

GROUND TRANSPORT OFFICER

Ground Transportation Officers are responsible for moving supplies, troops and equipment anywhere that the ground mission directs.

Certification:

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Core Requirements: OTS
Certification Requirements:
-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

GROUND TRANSPORT MATE

Assists the Ground Transportation Officer with moving supplies, troops and equipment anywhere that the ground mission directs.

Certification:
Core Requirements: None
Certification Requirements:
-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

GROUND TRANSPORT TECH

Assists both the Ground Transportation Officer and Ground Transportation Mate with moving supplies, troops and equipment anywhere that the ground mission directs.

Certification:
Core Requirements: None
Certification Requirements:
-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

MOVEMENT CONTROL

General Supply may run the warehouse, but Movement Control runs the loading dock. They are the dispatchers and expeditors responsible for arranging movement of supplies and personnel. They are the ones that request trucks from Ground Transport or aircraft from Aerospace. They handle most shipping and receiving operations, and track inventory as it changes locations.

MOVEMENT CONTROL OFFICER

Coordinates, monitors, controls and supervises the movement of personnel, equipment, and cargo by any means. Determines the most efficient mode of transport that accomplishes mission requirements.

Certification:
Core Requirements: OTS
Certification Requirements:
-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

MOVEMENT CONTROL MATE

Assists the Movement Control Officer with coordinating, monitoring, controls and supervises the movement of personnel, equipment, and cargo by any means. Determines the most efficient mode of transport that accomplishes mission requirements.

Certification:
Core Requirements: None
Certification Requirements:
-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

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MOVEMENT CONTROL TECH

Assists the Movement Control Officer and Movement Control Mate with coordinating, monitoring, controls and supervises the movement of personnel, equipment, and cargo by any means.

Certification:

Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

CARGO BAY OPERATIONS

Cargo Bay Operations runs these huge cargo-handling operations and ensures that Supply, Movement Control, Ground Transport and the vessel (s) involved in the operation are all functioning smoothly as a team. They also handle the large equipment used for loading and unloading vessels. And if the vessels should need servicing, fuel, or supplies of their own, Cargo Bay Operations will make the arrangements for them.

CARGO OPERATIONS OFFICER

Transfers or supervises the transfer of passengers and cargo to and from cargo holds, air, land, and water transport by manual and mechanical methods.

Certification:

Core Requirements: OTS

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

CARGO OPERATIONS MATE

Assists the Cargo Operations Officer by transferring or supervises the transfer of passengers and cargo to and from cargo holds, air, land, and water transport by manual and mechanical methods.

Certification:

Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses

CARGO OPERATIONS TECH

Assists the Cargo Operations Mate by transferring passengers and cargo to and from cargo holds, air, land, and water transport by manual and mechanical methods.

Certification:

Core Requirements: None

Certification Requirements:

-- Chaplain Services College of Spirituality (CSCS): First ten (10) courses



ACTIVE STARSHIPS DATABASE



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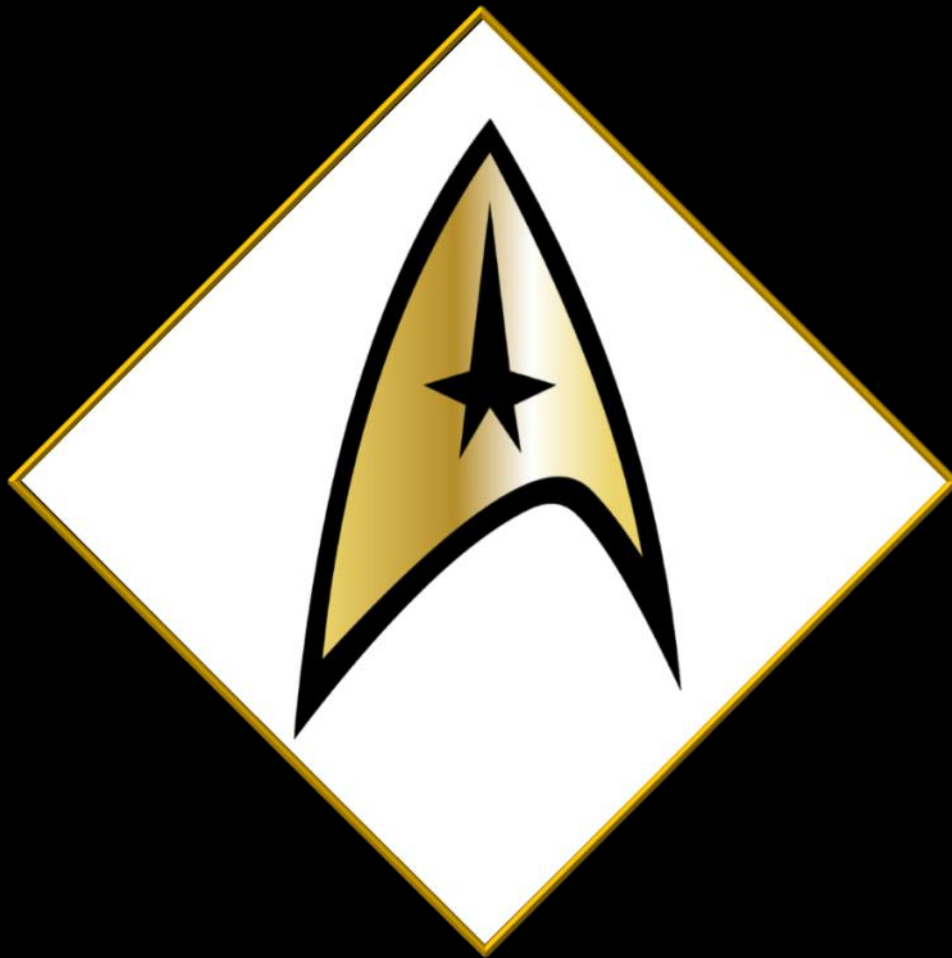
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DIPLOMATIC CORPS DEPARTMENT

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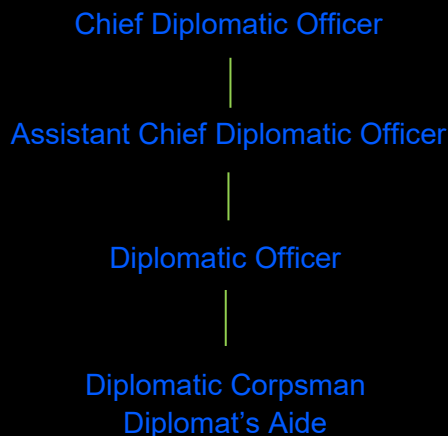
MEMBERSHIP HANDBOOK



Greetings and welcome to the Diplomatic Corps. The Diplomatic Corps Department is by far the department that constitutes a large portion its duties and responsibilities to fiction with the chapter. This is accomplished through the following activities and projects:

- * The chapter fanzine
- * Star Trek role playing characters (Star Trek Online)
- * Other Star Trek game playing
- * Liaison work with other Star Trek organizations

A diagram of the department organization and areas of responsibility for each positions are listed below.



CHIEF DIPLOMATIC OFFICER

The Diplomatic Officer of each vessel/base must be familiar with a variety of areas: history, religion, politics, economics, and military, and understand how they affect potential threats. A wide range of operations can occur in response to these areas and threats. These operations occur within three general states of being: peacetime competition, conflict and war.

S/he must be equally flexible and demonstrate initiative, agility, depth, synchronization, and improvisation to provide responsive legal services to his/her Commanding Officer as well a diplomatic advise on current status of an Alien Species both aligned and non aligned to the Federation.

The Chief Diplomatic Officer is in charge of the Diplomatic Corps Detachment. He or she oversees the operation of it, as well as makes sure everything in that department is carried out according to Starfleet Regulations.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

-- IOAS: School of XenoAnthropology (AQ, BQ, GQ, DQ): All thirty-two (32) courses

-- College of Starship Operations (CSO): CSO-107

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-- Institute of Alien Studies (IOAS): Any three (3) courses

Recommended Courses to Qualify: OTS (SFA), OCC (SFA), OCC, Completion of an entire series of any SFA: Institute of Alien Studies or SFMCA: School of Xenostudies

ASSISTANT CHIEF DIPLOMATIC OFFICER

The Assistant Diplomatic Officer of each vessel/base will assist the Chief Diplomatic Officer when needed and in their absence serve as the Chief Diplomatic Officer. The assistant must be familiar with a variety of areas: history, politics, economics, and military, and understand how they affect potential threats. A wide range of operations can occur in response to these areas and threats. These operations occur within three general states of being: peacetime competition, conflict and war.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

-- IOAS: School of XenoAnthropology (AQ, BQ, GQ, DQ): All thirty-two (32) courses

-- College of Starship Operations (CSO): CSO-107

-- Institute of Alien Studies (IOAS): Any three (3) courses

DIPLOMATIC OFFICER

The Diplomatic Officer of each vessel/base must be familiar with a variety of areas: history, religion, politics, economics, and military, and understand how they affect potential threats. A wide range of operations can occur in response to these areas and threats. These operations occur within three general states of being: peacetime competition, conflict and war.

S/he must be equally flexible and demonstrate initiative, agility, depth, synchronization, and improvisation to provide responsive legal services to his/her Commanding Officer aiding in official functions as prescribed by protocol, performing administrative duties, and other tasks as directed by the Chief Diplomatic Officer and/or Assistant Chief Diplomatic Officer as well as diplomatic advice on current status of an Alien Species both aligned and non aligned to the Federation.

Certification:

Core Requirements: OTS

Certification Requirements:

-- IOAS: School of XenoAnthropology (AQ, BQ, GQ, DQ): All thirty-two (32) courses

-- College of Starship Operations (CSO): CSO-107

-- Institute of Alien Studies (IOAS): Any two (2) courses

DIPLOMATIC CORPSMAN

The Diplomatic Corpsman is a special position reserved for enlisted officers who wish to study diplomacy, and aid the department in its mission. Their duties consist of, but are not limited to, aiding Diplomatic Officers and Diplomat's Aide in the construction of various legal documents, researching diplomatic archives, attending and aiding in the preparation for diplomatic functions, and other tasks as prescribed by the Chief Diplomatic Officer and/or Assistant Chief Diplomatic Officer. These individuals are qualified to undertake some of the responsibilities of a Diplomatic Officer, as their training is far less in-depth. They are, however, able to, and adequately trained to function as a paralegal when such services are required by a vessel/base's crew.

Certification:

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Core Requirements: None

Certification Requirements:

-- IOAS: School of XenoAnthropology (AQ, BQ, GQ, DQ): All thirty-two (32) courses

-- Institute of Alien Studies (IOAS): Any one (1) courses

DIPLOMAT'S AIDE

S/he responds to the Ship's/Base's Chief Diplomatic Officer, and is required to be able to stand in and run the Diplomatic Department as required should the Chief Diplomatic Officer be absent for any reason.

The Aide must therefore be versed in all Diplomatic information regarding the current status of the Federation and its aligned and non aligned neighbors.

Certification:

Core Requirements: None

Certification Requirements:

-- IOAS: School of XenoAnthropology (AQ, BQ, GQ, DQ): All thirty-two (32) courses

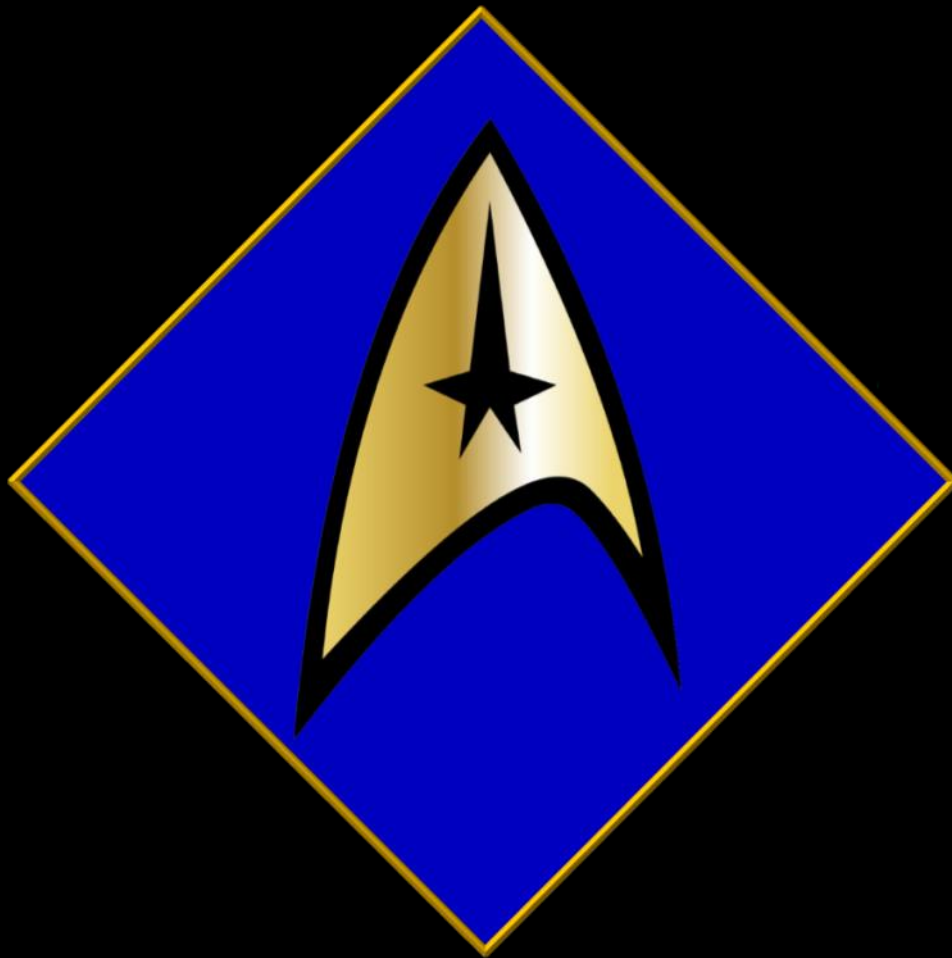
	ACTIVE STARSHIPS DATABASE						
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JOINT SPECIAL OPERATIONS DEPARTMENT

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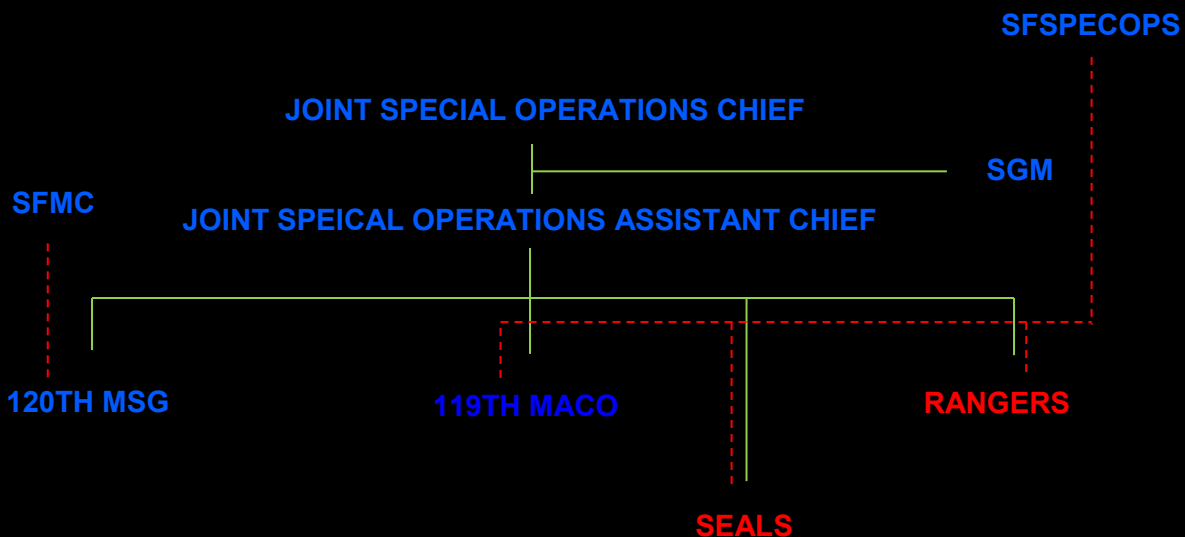
MEMBERSHIP HANDBOOK

Welcome to the Joint Special Operations Department aboard the USS Helen Pawlowski. The department has two types of units organized under one department. These two units are the STARFLEET Marine Strike Group known as the 120th MSG and the STARFLEET Special Operations MACO unit known as the 119th MACO. It takes hard work, dedication and commitment to become qualified members of either unit. The main differences between the two groups is really just the members preference. Most members one unit is usually a member of the other unit although that does not have to be the case. The other difference is the training. All Marines must go through certain courses at the SFMCA and the MACO's receive their training from STARFLEET Academy.

The Joint Special Operations responsibilities no matter which unit you want to primarily participate with on the USS Helen Pawlowski include the following areas:

- Star Trek convention information
- STARFLEET Elections
- REGIONAL Elections
- Convention/Summit Security
- Information about both the STARFLEET Marines and STARFLEET Special Operations
- The chapter online gaming of Star Trek Online and Modern Warfare: Black Ops II/Ghost
- Toys for Tots charity campaign

A diagram of the Joint Special Operation Department organization and areas of responsibility are listed below:



CHIEF JOINT SPECIAL OPERATIONS

This person oversees the Joint Special Operations Department. The Chief Joint Special Operations must come from either of the units assigned to the department. They must be qualified as the Commander/OIC of that specific service. CJSPECOPS must report to the Commanding Officer. He is responsible for the conduct and the well being of his/her men in their command, and keeps the chapter informed of SFMC and Starfleet Special Operations news.

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SFMC Service:

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-135, PD-205
- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-201, IN-301
- SFMCA: Leadership Development School (LD): LD-100, LD-201
- SFMCA: Leadership Development School (NCO): NCO-100, NCO-201
- SFMCA: Officer Development School (OD): OD-100

M.A.C.O. Service:

Certification: (See the SFSO Training Manual for more information)

Core Requirements: None

Certification Requirements:

- SFSO Grade 1 Certification (Basic Training)
- SFSO Grade 2 Certification (MACO Agent)
- SFSO Grade 3 Certification (MACO Specialist)
- SFSO Grade 4 Certification (MACO Operative)
- SFSO Grade 5 Certification (MACO Sr Operative)
- SFSO Grade 6 Certification (MACO Team Leader)
- SFSO Grade 7 Certification (MACO Sr Team Leader)

ASSISTANT CHIEF JOINT SPECIAL OPERATIONS

This person is second in command and will replace the CJSO when absent. Responsibility includes but not limited to the morale and discipline of the men in the unit.

SFMC Service:

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-135, PD-205
- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-201, IN-301
- SFMCA: Leadership Development School (LD): LD-100, LD-201
- SFMCA: Leadership Development School (NCO): NCO-100, NCO-201
- SFMCA: Officer Development School (OD): OD-100

M.A.C.O. Service:

Certification: (See the SFSO Training Manual for more information)

Core Requirements: None

Certification Requirements:

- SFSO Grade 1 Certification (Basic Training)
- SFSO Grade 2 Certification (MACO Agent)
- SFSO Grade 3 Certification (MACO Specialist)
- SFSO Grade 4 Certification (MACO Operative)
- SFSO Grade 5 Certification (MACO Sr Operative)
- SFSO Grade 6 Certification (MACO Team Leader)
- SFSO Grade 7 Certification (MACO Sr Team Leader)

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SERGEANT MAJOR JOINT SPECIAL OPERATIONS

This person is the senior enlisted Marine/M.A.C.O. on board the ship. He/she is in charge of all enlisted personnel in the command. His/her responsibility is basically the same as the Executive Officer, but more so, because the NCO should see the individual Marine/M.A.C.O. more often.

SFMC Service:

Certification:

Core Requirements:

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-201, PD-205,
- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-201, IN-301
- SFMCA: Leadership Development School (LD): LD-100, LD-201
- SFMCA: Leadership Development School (NCO): NCO-100, NCO-201, NCO-301

M.A.C.O. Service:

Certification: (See the SFSO Training Manual for more information)

Core Requirements: None

Certification Requirements:

- SFSO Grade 1 Certification (Basic Training)
- SFSO Grade 2 Certification (MACO Agent)
- SFSO Grade 3 Certification (MACO Specialist)
- SFSO Grade 4 Certification (MACO Operative)
- SFSO Grade 5 Certification (MACO Sr Operative)
- SFSO Grade 6 Certification (MACO Team Leader)
- SFSO Grade 7 Certification (MACO Sr Team Leader)

	ACTIVE STARSHIPS DATABASE						
■	43	64	57320	92	49259	20	
■	48	43	86394	95	91722	86	
■	76	82	49088	38	15242	34	
■	76	55	72976	85	52590	95	
■	10	89	30555	67			

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120th MARINE STRIKE GROUP

■	ACTIVE STARSHIPS DATABASE					
■	43	64	57320	92	49259	20
■	48	43	86394	95	91722	86
■	76	82	49088	38	15242	34
■	76	55	72976	85	52590	95
■	10	89	30555	67		

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MEMBERSHIP HANDBOOK

120th MARINE STRIKE GROUP

(Temporal Guardians)

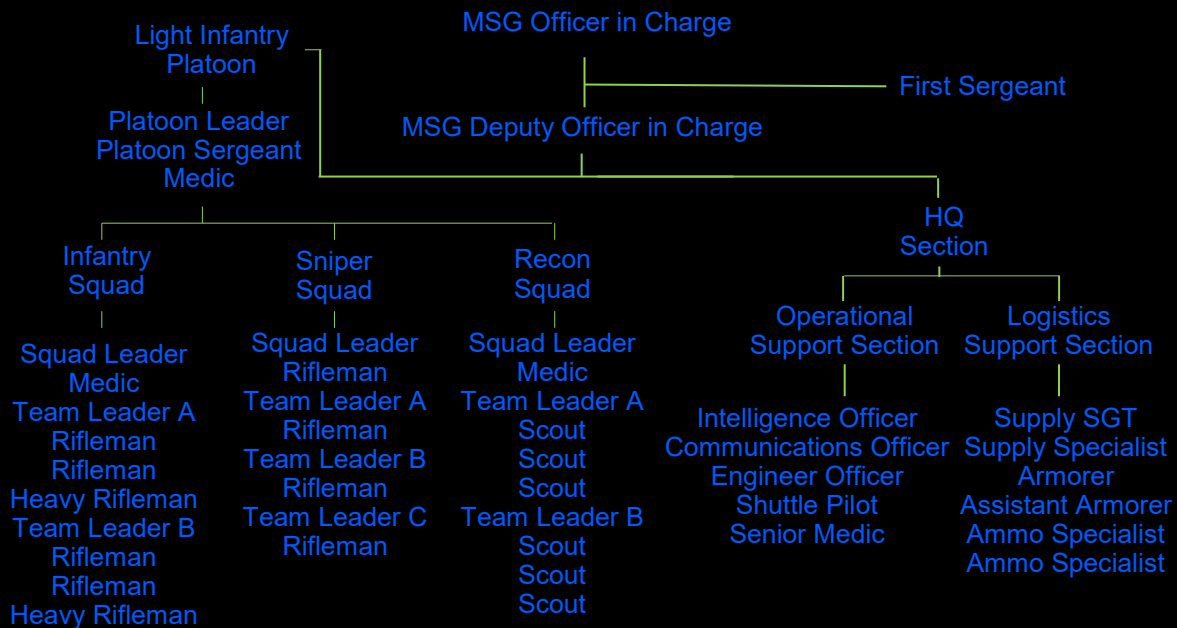
Welcome to the 120th Marine Strike Group aboard the USS Helen Pawlowski. It takes a lot to become a STARFLEET Marine. Hard work, dedication and commitment to STARFLEET and to the Corps. When ground is to be taken, the Marines are called. The duties on board the ship are combined with assistance to the Security Department and ceremonially. No where else is the glory and prestige higher than in the Starfleet Marines.

Our motto is: **"PROTECTING THE PAST IS OUR FUTURE"**

The Marines responsibilities on the USS Helen Pawlowski include the following areas:

- Star Trek convention updates
- Fleet Elections
- Marine News
- Convention Security

A diagram of the Strike Group organization and areas of responsibility are listed below:



The following is a short description of the responsibilities of each section in the ship Marines.

■	ACTIVE STARSHIPS DATABASE					
■	43	64	57320	92	49259	20
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■	76	82	49088	38	15242	34
■	76	55	72976	85	52590	95
■	10	89	30555	67		

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MSG COMMANDING OFFICER (OIC) (340 Light Infantry Commander)

This person is the senior-ranking Marine on the ship and must report to the JSPC. He is responsible for the conduct and the well being of his/her men in their command, and keeps the chapter informed of Fleet Marine news.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-135, PD-205
- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-201, IN-301
- SFMCA: Leadership Development School (LD): LD-100, LD-201
- SFMCA: Leadership Development School (NCO): NCO-100, NCO-201
- SFMCA: Officer Development School (OD): OD-100

MSG EXECUTIVE OFFICER (DOIC) (340 Light Infantry Commander)

This person is also the second rankest officer with in the Strike Group on the ship. This person is second in command and will replace the MSG Commander when absent. Responsibility includes but not limited to the morale and discipline of the men in the unit.

Certification:

Core Requirements: OTS, OCC

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-135, PD-205
- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-201, IN-301
- SFMCA: Leadership Development School (LD): LD-100, LD-201
- SFMCA: Leadership Development School (NCO): NCO-100, NCO-201
- SFMCA: Officer Development School (OD): OD-100

FIRST SERGEANT (345 Light Infantry Leader)

This person is the senior enlisted Marine on board the ship. He is in charge of all enlisted personnel in the command. His responsibility is basically the same as the Executive Officer, But more so, because the NCO should see the individual Marine more often.

Certification:

Core Requirements:

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-205
- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-201
- SFMCA: Leadership Development School (LD): LD-100, LD-201
- SFMCA: Leadership Development School (NCO): NCO-100, NCO-201, NCO-301

HEADQUARTERS SECTION:

The Headquarters Section comprises the Command Group listed above and two sections. The Operational Support Section and the Logistics Support Section.

The following positions make up the Operational Support Section:

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	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
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Intelligence Officer (135-M Tactical Intelligence Officer)

This person gathers and analyzes information about the enemy relating to tactics and helps formulate the tactics to be used against the enemy and makes recommendations to the commander.

Certification:

Core Requirements:

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-205
- SFMCA: Infantry School (IN): IN-100
- SFMCA: Leadership Development School (LD): LD-100, LD-201, LD-291
- SFMCA: Medical School (MD): MD-100, MD-120, MD-291, MD-201, MD-221, MD-291

Communications Officer (330 Combat Communications Specialist)

Specialists operate standard, satellite, and subspace communications systems

Certification:

Core Requirements:

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-205
- SFMCA: Infantry School (IN): IN-100, IN-120
- SFMCA: Support Services School (SU): SU-100, SU-201

Engineer Officer (701 Combat Engineer Commander)

Specialist in all techniques of Combat Engineering such as construction, obstacles, demolitions, breaching etc.

Certification:

Core Requirements: OTS

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-135, PD-201, PD-205
- SFMCA: Combat Engineer School (CE): CE-100, CE-151, CE-201
- SFMCA: Leadership Development School (LD): LD-100, LD-201
- SFMCA: Officer Development School (OD): OD-100

Shuttle Pilot (626 Amphibious Assault Pilot)

Drop shuttle pilots learn to navigate and fly from orbit to atmosphere and back through bad weather, heavy enemy fire and dangerous terrain to drop off their cargo at a specific point. They also learn ground support tactics in order to clear landing or extraction zones, using the drop shuttle's onboard weapon systems

Certification:

Core Requirements:

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100
- SFMCA: Aerospace School (AE): AE-100, AE-201, AE-291
- SFMCA: Infantry School (IN): IN-100
- SFMCA: Medical School (MD): MD-100, MD-120, MD-291, MD-201, MD-221, MD-291

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
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Senior Medic (266 Combat Medic) (C-Medic)

Senior Medic in the unit, primarily responsible for providing emergency medical treatment, limited primary care and health protection and evacuation from a point of injury or illness. He also oversees the other medics assigned to the unit.

Certification:

Core Requirements:

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-205
- SFMCA: Infantry School (IN): IN-100
- SFMCA: Leadership Development School (LD): LD-100, LD-201, LD-291
- SFMCA: Medical School (MD): MD-100, MD-120, MD-291, MD-201, MD-221, MD-291

LOGISTICS SUPPORT SECTION

Support is responsible for all support needs of the Marine unit. This ranges from man power to materials etc. Also keeps the chapter informed of Fleet Elections. The following are the positions and qualifications:

The following positions make up the Logistics Support Section:

Supply Sergeant (107-B Supply Specialist)

This person oversees all the supply needs for a unit. He is ultimately responsible for all aspects of supply within his unit, and manages a team under him who handles specific areas of supply. He also maintains the master list of all supplies needed for his unit.

Certification:

Core Requirements:

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100
- SFMCA: Infantry School (IN): IN-100
- SFMCA: Support Services School (SU): SU-100, SU-201

Assistant Supply (107-B Supply Specialist)

This person assists the Supply Sergeant to oversees all the supply needs for a unit. In the absence of the Supply Sergeant he is ultimately responsible for all aspects of supply within his unit.

Certification:

Core Requirements:

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100
- SFMCA: Infantry School (IN): IN-100
- SFMCA: Support Services School (SU): SU-100, SU-201

Armorer (329 Light Infantry Armorer)

Fully trained machinists and gunsmiths. They are tasked with the highest level of maintenance, repair, and modification of all Light Infantry small arms.

Certification:

Core Requirements:

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
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	76	55	72976	85	52590	95	
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Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-205
- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-201
- SFMCA: Leadership Development School (NCO): NCO-100, NCO-201
- SFMCA: Support Services School (SU): SU-100, SU-201

Assistant Armorer (329 Light Infantry Armorer)

Fully trained machinists and gunsmiths. They are tasked with the highest level of maintenance, repair, and modification of all Light Infantry small arms.

Certification:

Core Requirements:

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-205
- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-201
- SFMCA: Leadership Development School (NCO): NCO-100, NCO-201
- SFMCA: Support Services School (SU): SU-100, SU-201

125-A Ammunition Technician

Oversees the maintenance of all ammunition and weapons for a unit.

Certification:

Core Requirements:

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100
- SFMCA: Infantry School (IN): IN-100
- SFMCA: Leadership Development School (NCO): NCO-100
- SFMCA: Support Services School (SU): SU-100, SU-201

125-B Ordnance Supply Specialist

Makes sure that the Ship has all necessary ordnance supplies and that all such supplies are properly stored and distributed.

Certification:

Core Requirements:

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100
- SFMCA: Infantry School (IN): IN-100
- SFMCA: Leadership Development School (NCO): NCO-100
- SFMCA: Support Services School (SU): SU-100, SU-201

LIGHT INFANTRY PLATOON

This section is responsible to work along with the ship's security at all large chapter activities and conventions. Additional responsibility is to arrange transportation for those ship members who need transportation to and from ship activities and conventions when needed.

The Platoon HQ Section is comprised of the following positions and qualification requirements:

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
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Platoon Leader (340 Light Infantry Commander)

This person is a junior grade officer overseeing all aspects of an Infantry Platoon. He must report to the MSG OIC. He is responsible for the conduct and the well being of his men that are under his command.

Certification:

Core Requirements: OTS

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-135, PD-205
- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-201
- SFMCA: Leadership Development School (LD): LD-100, LD-201
- SFMCA: Leadership Development School (NCO): NCO-100, NCO-201
- SFMCA: Officer Development School (OD): OD-100

Platoon Sergeant (345 Light Infantry Leader)

Senior NCO in the platoon that assists the Platoon Leader when needed and is responsible for the health and welfare of all the marines assigned to the platoon.

Certification:

Core Requirements:

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-205
- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-201
- SFMCA: Leadership Development School (LD): LD-100, LD-201
- SFMCA: Leadership Development School (NCO): NCO-100, NCO-201

Medic (266 Combat Medic) (C-Medic)

Primarily responsible for providing emergency medical treatment, limited primary care and health protection and evacuation from a point of injury or illness.

Certification:

Core Requirements:

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-205
- SFMCA: Infantry School (IN): IN-100
- SFMCA: Leadership Development School (LD): LD-100, LD-201, LD-291
- SFMCA: Medical School (MD): MD-100, MD-120, MD-291, MD-201, MD-221, MD-291

The platoon consists of three squads; a Light Infantry Squad, Sniper Squad and a Recon Squad. Each squad is further broken out into teams. But when needed the two specialty squads can act as Light Infantry Squads.

Positions of a squad and qualification requirements are as follows:

LIGHT INFANTRY SQUAD

Squad Leader (345 Light Infantry Leader)

Senior NCO of a squad who is responsible for the health, welfare, training and employment of two

	ACTIVE STARSHIPS DATABASE						
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Infantry Rifle Teams.

Certification:

Core Requirements:

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-205
- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-201
- SFMCA: Leadership Development School (LD): LD-100, LD-201
- SFMCA: Leadership Development School (NCO): NCO-100, NCO-201

Team Leader (325 Light Weapons Specialist)

A Junior NCO who is responsible for the health, welfare, training and employment of a 4 man Infantry Team with in a squad.

Certification:

Core Requirements:

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-205
- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-201
- SFMCA: Leadership Development School (LD): LD-100, LD-201
- SFMCA: Leadership Development School (NCO): NCO-100, NCO-201

Rifleman (310 Infantryman)

The basis for every Infantryman that receive extensive training in basic infantry tactics and skills including marksmanship, orienteering, light infantry weapons operation/maintenance, basic reconnoitering, etc.

Certification:

Core Requirements:

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-205
- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-201

Heavy Rifleman (326 Heavy Weapons Specialist)

Handles the largest and most complex man-portable gun systems in the Light Infantry arsenal. These typically include large-caliber projectile weapons and/or tripod-mounted phaser and disrupter units. Typically two 326s are assigned to such a system those then alternate roles as operator and loader. 326 are also trained to maintain these systems in the field.

Certification:

Core Requirements:

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-205
- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-201
- SFMCA: Support Services School (SU): SU-100

SNIPER SQUAD

This sections responsibilities is to assist the ship in any projects that the ship takes on, and also keeps the chapter informed of upcoming Regional Conventions or conferences.

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■	43	64	57320	92	49259	20	
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The Squad is broken up into three two-man sniper teams.

Squad Leader (308 Scout/Sniper)

Senior NCO between the two man sniper team. Special training in reconnoiters stalking, marksmanship and concealment.

Certification:

Core Requirements:

Certification Requirements:

-- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-135, PD-205

-- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-153, IN-201

-- SFMCA: Special Operations School (SO): SO-100, SO-201

Spotter (308 Scout/Sniper)

Secondary member of a two man sniper team. Special training in reconnoiters stalking, marksmanship and concealment. Primary job is to be a spotter for the primary shooter, but will switch positions when needed.

Certification:

Core Requirements:

Certification Requirements:

-- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-135, PD-205

-- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-153, IN-201

-- SFMCA: Special Operations School (SO): SO-100

RECON SQUAD

This section is responsible to locate ship-activity locations, routes to and from the Regional Conventions or to other chapters.

Squad Leader (308 Scout/Sniper)

Senior NCO of a squad who is responsible for the health, welfare, training and employment of two Infantry Rifle Teams. Has received extensive training in reconnaissance and sniper training

Certification:

Core Requirements:

Certification Requirements:

-- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-135, PD-205

-- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-153, IN-201

-- SFMCA: Special Operations School (SO): SO-100, SO-201

The squad consists of two teams, both identical to one another. The positions of the squad and qualification requirements are as follows:

Team Leader (308 Scout/Sniper)

A Junior NCO who is responsible for the health, welfare, training and employment of a 4 man Infantry Team with in a squad. Has received extensive training in reconnaissance and sniper training

Certification:

Core Requirements:

■	ACTIVE STARSHIPS DATABASE						
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Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-135, PD-205
- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-153, IN-201
- SFMCA: Special Operations School (SO): SO-100

Scout (308 Scout/Sniper)

Basic Infantryman but has received extensive training in reconnaissance and sniper training.

Certification:

Core Requirements:

Certification Requirements:

- SFMCA: Professional Development School (PD): PD-100, PD-120, PD-135, PD-205
- SFMCA: Infantry School (IN): IN-100, IN-120, IN-151, IN-153, IN-201
- SFMCA: Special Operations School (SO): SO-100

■	ACTIVE STARSHIPS DATABASE					
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M.A.C.O.



HELEN PAWLOWSKI

119th MACO

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■	48	43	86394	95	91722	86	
■	76	82	49088	38	15242	34	
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MEMBERSHIP HANDBOOK

119th MACO

(MADD DAWGS)

The MACOs (an acronym for Military Assault Command Operations) is a military organization in service in the Federation from the 2150s through the late 24th century. The MACOs (pronounced "MAY-ko") operate in tandem with Starfleet personnel.

MACOs have similar training and tactics as the special forces of a number of member nations of United Earth (the U.S. Navy SEALs, Delta Force, Army Rangers, Marine Force Recon, Special Air Service, etc.), and their rank insignia is similar to that of the US Marine Corps. Their operation aboard Starfleet vessels is comparable to that of the U.S. Marines on board U.S. Navy vessels in the 20th and 21st centuries.

Our motto is: **"PROTECT THE FUTURE, BY DEFENDING THE PAST"**

The MACOs responsibilities on the USS HELEN PAWLOWSKI include the following areas:

- Star Trek convention updates
- Fleet Elections
- MACO News
- Assist with Convention/Summit/IC Security
- Combative gaming, such as Modern Ware, Halo series etc.



MACO TEAMS

The MACOs are divided into four (4) teams as follows:

Recon Team 1 Alpha (Call sign Alpha 1) – This team will be tasked with RECON Black Missions. Black operations are the missions that require direct action (DA). They are the opposite of green operations missions, where the recon teams "looks for trouble". Depending on the situation and the target location, the Recon operators usually conduct direct action missions within the artillery and naval gun support fan; since these operations demonstrate a "small-scale" shock and awe. Orchestrating close air support (CAS) is a vital skill exercised in DA missions; recon teams forward observe from static positions and spider holes for artillery and naval gunfire support, or ordnance and payload delivery.

Recon Team 2 Bravo (Call sign Bravo 2) – This team will be tasked with RECON Green missions. These missions consist of deep reconnaissance operations. They pertain to the preliminary and post-assault reconnaissance (amphibious and ground reconnoitering), battle damage assessment (BDA) missions, or placing/recovering remote sensors and beacons. The main purpose of the recon operators is to collect any intelligence of military importance, observe, identify and report adversaries to RECON commanders. Silence and stealth are vital to reduce chances of mission compromise from contact with the enemy. If a single round is fired, the mission has failed.

Support Team 3 Charlie (Call sign Charlie 3) – This team will be MACOs who are tasked with MACO support activities. team is made up of Command, Intelligence, Medical, Weapons Communica-

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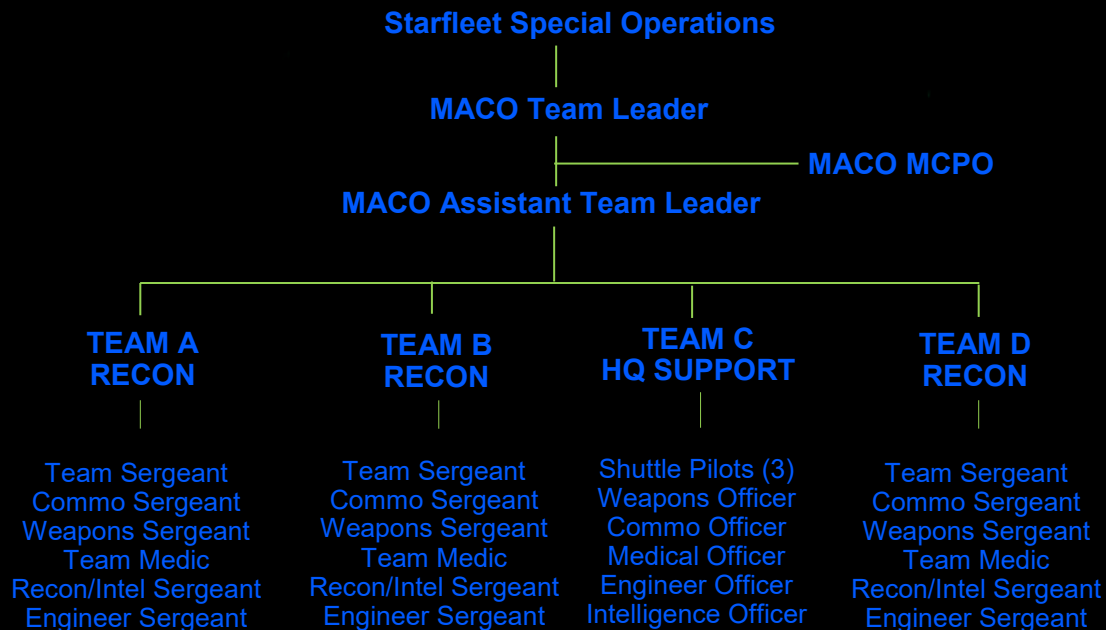
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tions and Engineering officers. The shuttle/runabout pilots are also attached to this team. These officers will brief the team on mission parameters and what to expect on each mission based on the available intelligence as well as team administrative and logistical support.

Recon Team 4 Delta (Call sign Delta 4) – This team is made of Starfleet personnel and are usually forward deployed on an undisclosed out world ready to go at a moment's notice. They are moved to a different location approximately every 6 to 9 months to ensure their presence is not compromised. This team is self sustaining and capable of executing night operations or under adverse weather conditions, by using either a transporter or shuttle. In most cases, the team can be ready to rock and roll within six hours of receiving the execute order depending upon transportation. Delta Team can also launch raids (Black or Green); conduct NEO's, (Non-Combat Evacuation Operation) reinforcement operations, security operations, or humanitarian operations. It can seize spaceports or other ports, and conduct Counter Intelligence and Signal Intelligence operations.



MACO Team Leader

This person is the senior-ranking MACO on the ship and must report to the Commanding Officer. He/she is responsible for the conduct and the well being of his/her men in their command, and keeps the chapter informed of Starfleet Special Operations news.

Certification: (See the SFSO Training Manual for more information)

Core Requirements: OTS

Certification Requirements:

- SFSO Grade 1 Certification (Basic Training)
- SFSO Grade 2 Certification (MACO Agent)
- SFSO Grade 3 Certification (MACO Specialist)

	ACTIVE STARSHIPS DATABASE						
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	76	55	72976	85	52590	95	
	10	89	30555	67			

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- SFSO Grade 4 Certification (MACO Operative)
- SFSO Grade 5 Certification (MACO Sr Operative)
- SFSO Grade 6 Certification (MACO Team Leader)

MACO Assistant Team Leader

This person is also the second rankest officer with in the MACO unit on the ship. This person is second in command and will replace the MACO Commander when absent. Responsibility includes but not limited to the morale and discipline of the men in the unit.

Certification: (See the SFSO Training Manual for more information)

Core Requirements: OTS

Certification Requirements:

- SFSO Grade 1 Certification (Basic Training)
- SFSO Grade 2 Certification (MACO Agent)
- SFSO Grade 3 Certification (MACO Specialist)
- SFSO Grade 4 Certification (MACO Operative)
- SFSO Grade 5 Certification (MACO Sr Operative)
- SFSO Grade 6 Certification (MACO Team Leader)

MACO Master Chief Petty Officer

This person is the senior enlisted Marine on board the ship. He/she is in charge of all enlisted personnel in the command. His/her responsibility is basically the same as the Executive Officer, But more so, because the NCO should see the individual Marine more often.

Certification: (See the SFSO Training Manual for more information)

Core Requirements: None

Certification Requirements:

- SFSO Grade 1 Certification (Basic Training)
- SFSO Grade 2 Certification (MACO Agent)
- SFSO Grade 3 Certification (MACO Specialist)
- SFSO Grade 4 Certification (MACO Operative)
- SFSO Grade 5 Certification (MACO Sr Operative)

Intelligence Officer

This officer will gather mission Intelligence and brief team before each mission and reports to the MACO CO.

Certification: (See the SFSO Training Manual for more information)

Core Requirements: OTS

Certification Requirements:

- SFSO Grade 1 Certification (Basic Training)
- SFSO Grade 2 Certification (MACO Agent)
- SFSO Grade 3 Certification (MACO Specialist)
- SFSO Grade 4 Certification (MACO Operative)
- SFSO Grade 2 Certification (Intelligence Agent)
- SFSO Grade 3 Certification (Intelligence Specialist)

Shuttle Pilot

This officer will be responsible for getting the team to and from its destination safely. Must be famil-

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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lar with the operation of the Starfleet/MACO shuttles and a certified shuttle pilot.

Certification: (See the SFSO Training Manual for more information)

Core Requirements: OTS

Certification Requirements:

- SFSO Grade 1 Certification (Basic Training)
- SFSO Grade 2 Certification (MACO Agent)
- SFSO Additional Skill Certification (Aerospace)

Weapons Officer

This officer will be responsible for all weapons used on a mission. Will work with weapons Sergeant to set up training on the selected mission weapons. Also design of new weapons.

Certification: (See the SFSO Training Manual for more information)

Core Requirements: OTS

Certification Requirements:

- SFSO Grade 1 Certification (Basic Training)
- SFSO Grade 2 Certification (MACO Agent)
- SFSO Grade 3 Certification (MACO Specialist)
- SFSO Additional Skill Certification (Sniper)

Communications Officer

This officer will work with the IO to ascertain which communications devices will be used on the mission. Will work with the Communications Sergeant to set up training on selected communications devices to be used on missions.

Certification: (See the SFSO Training Manual for more information)

Core Requirements: OTS

Certification Requirements:

- SFSO Grade 1 Certification (Basic Training)
- SFSO Grade 2 Certification (MACO Agent)
- SFSO Grade 3 Certification (MACO Specialist)
- SFSO Additional Skill Certification (Communications)

Medical Officer

This will be the team chief medical officer. He will handle all medical needs for the team when not on a mission.

Certification: (See the SFSO Training Manual for more information)

Core Requirements: OTS

Certification Requirements:

- SFSO Grade 1 Certification (Basic Training)
- SFSO Grade 2 Certification (MACO Agent)
- SFSO Grade 3 Certification (MACO Specialist)
- SFSO Additional Skill Certification (Medic)

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
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Engineer Officer

This officer reports to the MACO CO/XO. Must be familiar with Recon protocols and be highly trained in Recon Operations and Combat operations. This officer is 3rd incommand.

Certification: (See the SFSO Training Manual for more information)

Core Requirements: OTS

Certification Requirements:

- SFSO Grade 1 Certification (Basic Training)
- SFSO Grade 2 Certification (MACO Agent)
- SFSO Grade 3 Certification (MACO Specialist)
- SFSO Additional Skill Certification (Engineer)

Team Sergeant

Most Senior NCO who also covers down as one of the team specialty positions, most commonly weapons, demolition, or communications.

Communications Sergeant

Handles team communications including satellite, subspace, and data transfer while on a mission.

Certification: (See the SFSO Training Manual for more information)

Core Requirements: None

Certification Requirements:

- SFSO Grade 1 Certification (Basic Training)
- SFSO Grade 2 Certification (MACO Agent)
- SFSO Additional Skill Certification (Communications)

Weapons Sergeant

Operates and services squad weapons while on a mission.

Certification: (See the SFSO Training Manual for more information)

Core Requirements: None

Certification Requirements:

- SFSO Grade 1 Certification (Basic Training)
- SFSO Grade 2 Certification (MACO Agent)
- SFSO Additional Skill Certification (Sniper)

Team Medic

Cares for the team medical needs while on a mission.

Certification: (See the SFSO Training Manual for more information)

Core Requirements: None

Certification Requirements:

- SFSO Grade 1 Certification (Basic Training)
- SFSO Grade 2 Certification (MACO Agent)
- SFSO Additional Skill Certification (Medic)

Recon/Intel Sergeant

Usually a language expert & scout/sniper while on a mission.

Certification: (See the SFSO Training Manual for more information)

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	43	64	57320	92	49259	20	
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	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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Core Requirements: None

Certification Requirements:

- SFSO Grade 1 Certification (Basic Training)
- SFSO Grade 2 Certification (MACO Agent)
- SFSO Grade 2 Certification (Intelligence Agent)

Demolitions Sergeant

Responsible for destroying selected targets while on a mission.

Certification: (See the SFSO Training Manual for more information)

Core Requirements: None

Certification Requirements:

- SFSO Grade 1 Certification (Basic Training)
- SFSO Grade 2 Certification (MACO Agent)

■	ACTIVE STARSHIPS DATABASE					
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	ACTIVE STARSHIPS DATABASE					
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APPENDIX A

NON-FICTIONAL HISTORY OF THE USS HELEN PAWLOWSKI

■	ACTIVE STARSHIPS DATABASE					
■	43	64	57320	92	49259	20
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MEMBERSHIP HANDBOOK



NON-FICTIONAL HISTORY OF THE USS HELEN PAWLOWSKI

The genealogy history of the USS Helen Pawlowski starts its roots with then Captain Helen Pawlowski and a group of writers and artists who had sent out invitations to meet their group and they were willing to permit Captain Pawlowski to sit in on their meeting.

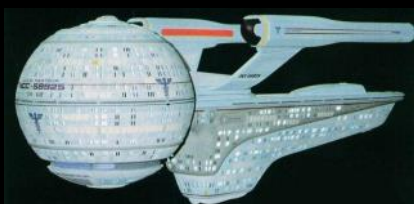
After learning their general routine, Captain Pawlowski wrote a short script about the effects of budget cuts on Picard's' Enterprise. The group had so much fun with it they asked Captain Pawlowski how they could become involved in the star trek fan world, too. The solution? launch our own Shuttle. The result? The Troubadour.

At first Captain Pawlowski tried to contact Bob Hope to see if they might use his name for the chapter but she received no reply so Captain Pawlowski cast about for a name that would indicate that they were formed to "Entertain the troops"-like Hope-but they had a less constricted format. The logo at the time was "The Stars R Us" and their stories and drawings focused more exclusively on Star Trek. The group weighed in on their options and they settled in on launching their Shuttle from a chapter in Region 12 called the USS Morning Star NCC-4126, an Olympic-Class Hospital Transport under the command at the time by Fleet Captain Sherry Anne Newell. The group approached the USS Morning Star crew and requested to shuttle off of them. Thus on May 16, 1995; the Shuttle Troubadour was officially launched and then on 16 February 1996 the Shuttle Troubadour was officially commissioned as the SS Troubadour Station SFR-1201, an Abbe Class Space Station.

As the years past, the crew began to break up, some because of military service had transferred them, others left to join other chapter's, and some just decided to leave. Some of the original members have risen through the ranks on their new ships and are productive members.

In order for the SS Troubadour Station to retain it's status as a viable chapter, now Admiral Helen Pawlowski and the remaining crewmembers decided to become a correspondence chapter, open to any otherwise unaffiliated STARFLEET members. As such the SS Troubadour Station was able to survive.

The SS Troubadour Station has launched one Shuttle from her bays, the Shuttle Hekla and later commissioned as the USS HEKLA, located in Region 9 which is the country of Iceland. Years later



USS MORNING STAR
NCC-4126



SHUTTLE
TROUBADOUR



SS TROUBADOUR
STATION SFR-1201

■	ACTIVE STARSHIPS DATABASE					
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MEMBERSHIP HANDBOOK



NON-FICTIONAL HISTORY OF THE USS HELEN PAWLOWSKI

the chapter decommissioned. The original CO, Fleet Captain Thomas Sigmundsson then started the USS Thor's Hammer NCC-74914 and had been serving as the Region 9 Coordinator at the time that this manual was printed.

In March 2010, then Commodore Paul Dyl, who had served as the First Officer for a short period time before, was now home from his military deployment and resumed the position of First Officer and began a revitalization program of the chapter. Commodore Dyl began a recruitment drive and with in 3 months, had recruited family, friends and anyone he could find that may be interested in Star Trek from a crew of 12 to a crew of 64. Commodore Dyl also revamped the chapter with creating new logos for the chapter and departments, a new chapter t-shirt, new chapter handbook and the republication of the chapter newsletter.

On July 28, 2012 our dearest Commanding Officer, Admiral Helen Pawlowski passed away at the age of 90. She served as the chapter Commanding Officer from May 16, 1995 thru July 28, 2012. Admiral Pawlowski's love of life was inspirational and her legacy will live on for many years to come.

With the passing of Admiral Pawlowski, the Executive Officer, Rear Admiral Paul Dyl assumes command. With this, the chapter is moved from St. Louis, MO (R12) to Whiteville, NC (R1) and LTJG Carol Dyl is appointed as the Executive Officer and promoted to the rank of Commander.

On November 13, 2012 the request by the crew to change the name of the chapter and its class was approved by STARFLEET HQ to the USS Helen Pawlowski NCC-8494, a Lynx-Class Timeslip Cruiser. This was to honor the beloved Commanding Officer that started this adventure.

The chapter continues to live the dream that Gene Roddenberry created and the inspiration and example that ADM Pawlowski lived by.

Many members also participate in our numerous community service activities such as the Campbell Soup Labels for Education, Care packages to our troops overseas, Toys for Tots, and the Christmas Angel Tree.



USS HELEN PAWLOWSKI
NCC-8494

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MEMBERSHIP HANDBOOK

NON-FICTIONAL HISTORY OF THE USS HELEN PAWLOWSKI

During this time the USS Helen Pawlowski has had members serve outside the chapter at Regional and Fleet level positions.

EC Member:

COMM Paul Dyl—SFA Commandant (1996)

STARFLEET Academy:

ADM Helen Pawlowski—Vice Commandant SFA, Director Flag Officer School, Director Ship's Counselor School

COMM Paul Dyl– Director School of Strategy and Tactics (1995-1996)

RADM Paul Dyl - Director, Flag Officer School (2014-Present)

RADM Paul Dyl - Assistant Director, The Gorn Academy (2014- Present)

Regional:

ADM Helen Pawlowski– Honorary Vice Regional Coordinator (R12)

CAPT Paul Dyl-R1 Quartermaster (1993-1994)

Commodore Paul Dyl-R2 Publicity Officer (2001)

RADM Paul Dyl-R1 Publications Officer (2013-2014)

CDR Carol Dyl-R1 RDC Paranormal Sciences (2013-2014)

RADM Paul Dyl-R1 RDC Communications (2013-2014)

SFMC:

LG Paul Dyl - First Brigade S-1 (2014-Present)

LG Paul Dyl - SFMCA Infantry Branch Director (2014- Present)

SFSO:

VADM Paul Dyl - Assistant Deputy Director, Support (2014- Present)



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NON-FICTIONAL HISTORY OF THE USS HELEN PAWLOWSKI

VADM Paul Dyl - MACO Training Certification Officer (2015- Present)

THE FUTURE?

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	48	43	86394	95	91722	86	
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MEMBERSHIP HANDBOOK

NON-FICTIONAL HISTORY OF THE USS HELEN PAWLOWSKI

PREVIOUS COMMANDING OFFICER's OF THE USS HELEN PAWLOWSKI NCC-8494



ADM HELEN PAWLOWSKI
1995-2012



VADM PAUL DYL
2012-PRESENT



ACTIVE STARSHIPS DATABASE						
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48	43	86394	95	91722	86	
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76	55	72976	85	52590	95	
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APPENDIX B RANK INSIGNIA

■	ACTIVE STARSHIPS DATABASE					
■	43	64	57320	92	49259	20
■	48	43	86394	95	91722	86
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MENU













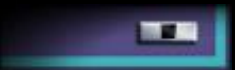
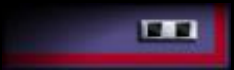
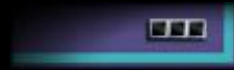
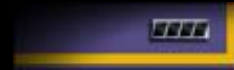


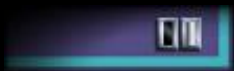


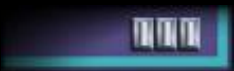







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MEMBERSHIP HANDBOOK



STAR TREK (ENTERPRISE) - RANK INSIGNIA

				
CREWMAN RECRUIT	CREWMAN RECRUIT	CREWMAN APPRENTICE	CREWMAN	PETTY OFFICER 3RD CLASS
				
PETTY OFFICER 2ND CLASS	PETTY OFFICER 1ST CLASS	CHIEF PETTY OFFICER	SENIOR CHIEF PETTY OFFICER	MASTER CHIEF PETTY OFFICER
				
		COMMAND MASTER CHIEF PETTY OFFICER	MASTER CHIEF PETTY OFFICER OF STARFLEET	
				
WARRANT OFFICER	CHIEF WARRANT OFFICER 3RD CLASS	CHIEF WARRANT OFFICER 2ND CLASS	CHIEF WARRANT OFFICER 1ST CLASS	MASTER WARRANT OFFICER
				
ENSIGN	LIEUTENANT JUNIOR GRADE	LIEUTENANT	LIEUTENANT COMMANDER	COMMANDER
				
		CAPTAIN	FLEET CAPTAIN	
				
COMMODORE	REAR ADMIRAL	VICE ADMIRAL	ADMIRAL	FLEET ADMIRAL

	ACTIVE STARSHIPS DATABASE					
	43	64	57320	92	49259	20
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	10	89	30555	67		

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MEMBERSHIP HANDBOOK

STAR TREK (ENTERPRISE) - MACO OFFICER

RANK INSIGNIA



WARRANT
OFFICER



WARRANT
OFFICER 3RD CLASS



CHIEF WARRANT
OFFICER 2ND CLASS



CHIEF WARRANT
OFFICER 1ST CLASS



MASTER WARRANT
OFFICER



2ND LIEUTENANT



1ST LIEUTENANT



CAPTAIN



MAJOR



LIEUTENANT
COLONEL



COLONEL



BRIGADIER
GENERAL



MAJOR
GENERAL



LIEUTENANT
GENERAL



GENERAL



MARSHAL

	ACTIVE STARSHIPS DATABASE							
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■	76	55	72976	85	52590	95		
■	10	89	30555	67				

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STAR TREK (ENTERPRISE) - MACO ENLISTED RANK INSIGNIA



PRIVATE



PRIVATE



PRIVATE FIRST
CLASS



CORPORAL



SERGEANT



STAFF
SERGEANT



SERGEANT FIRST
CLASS



MASTER
SERGEANT



SERGEANT
MAJOR



COMMAND
SERGEANT MAJOR

ACTIVE STARSHIPS DATABASE						
43	64	57320	92	49259	20	
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76	55	72976	85	52590	95	
10	89	30555	67			

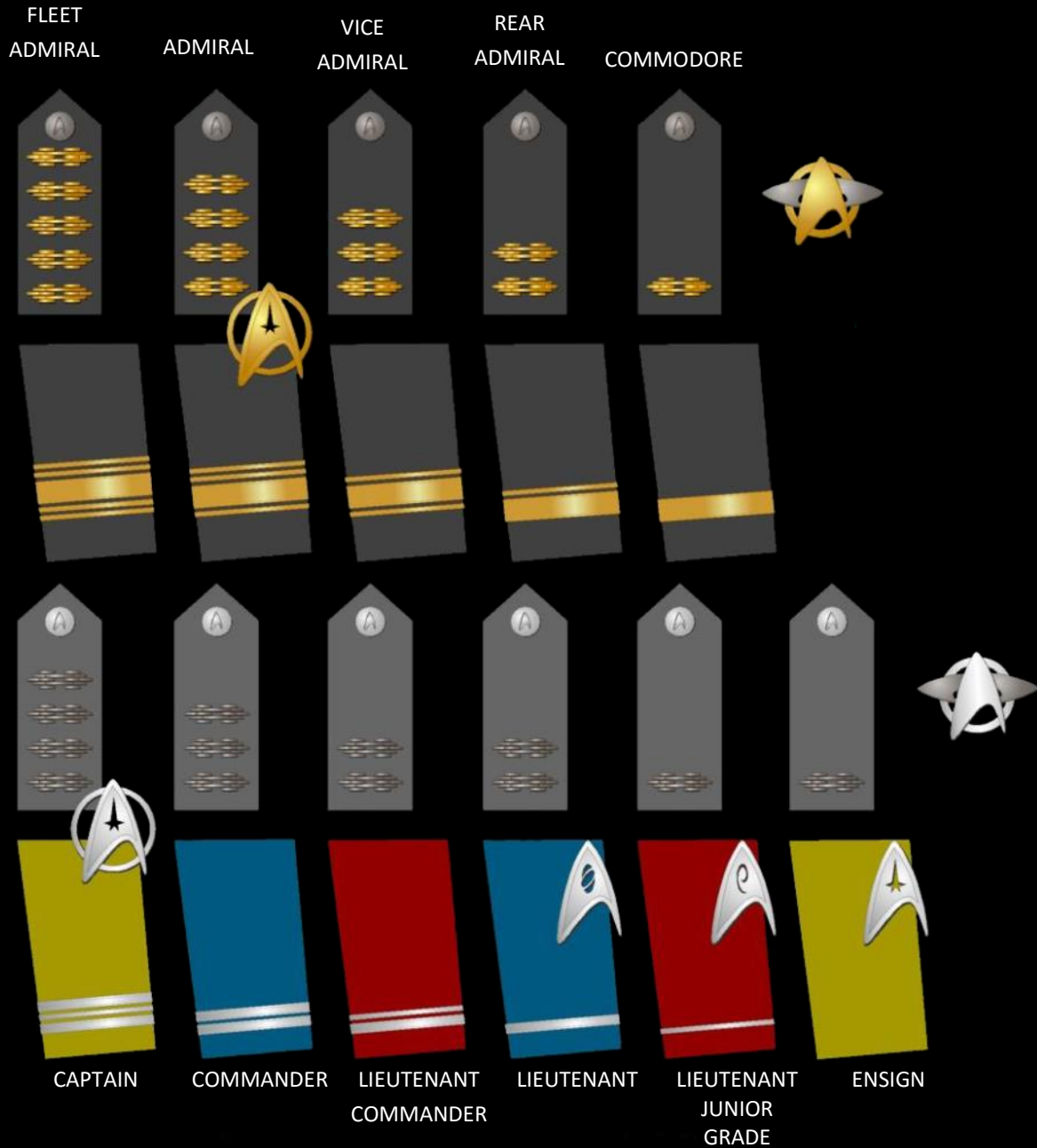
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STAR TREK (TOS ALTERNATE) - RANK INSIGNIA



ACTIVE STARSHIPS DATABASE						
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76	82	49088	38	15242	34	
76	55	72976	85	52590	95	
10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK (TOS) - OFFICER RANK INSIGNIA



WARRANT
OFFICER



CHIEF WARRANT
OFFICER 3 CL



CHIEF WARRANT
OFFICER 2 CL



CHIEF WARRANT
OFFICER 1 CL



MASTER WARRANT
OFFICER



ENSIGN



LIEUTENANT
JUNIOR GRADE



LIEUTENANT



LIEUTENANT
COMMANDER



COMMANDER



CAPTAIN



FLEET
CAPTAIN



COMMODORE



REAR
ADMIRAL



VICE
ADMIRAL



ADMIRAL



FLEET
ADMIRAL



COMMANDER
STARFLEET

	ACTIVE STARSHIPS DATABASE					
	43	64	57320	92	49259	20
	48	43	86394	95	91722	86
	76	82	49088	38	15242	34
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STAR TREK (TOS) - CADET & ENLISTED RANK INSIGNIA



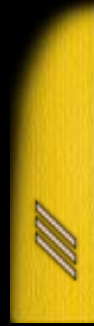
CREWMAN
RECRUIT



CREWMAN
RECRUIT



CREWMAN
APPRENTICE



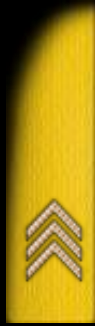
CREWMEN



PETTY OFFICER
3RD CLASS



PETTY OFFICER
2ND CLASS



PETTY OFFICER
1ST CLASS



CHIEF PETTY
OFFICER



SENIOR CHIEF
PETTY OFFICER



MASTER CHIEF
PETTY OFFICER



1ST YEAR
CADET



2ND YEAR
CADET



3RD YEAR
CADET



4TH YEARR
CADET

	ACTIVE STARSHIPS DATABASE							
	43	64	57320	92	49259	20		
	48	43	86394	95	91722	86		
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	10	89	30555	67				

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STAR TREK (TMP) - OFFICER RANK INSIGNIA



COMMAND



FLIGHT CONTROL



ENGINEERING



MEDICAL



SCIENCE



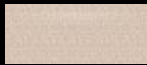
SECURITY



COMMAND
OFFICERS



DRESS
UNIFORM



BRIDGE
OFFICERS



NON-BRIDGE
OFFICERS

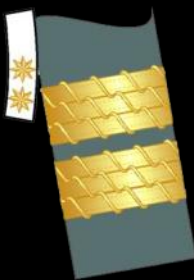


PLANETARY
PERSONNEL

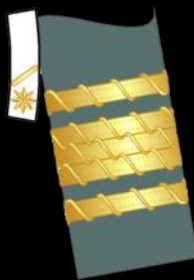


TECHNICIANS

FLEET
ADMIRAL



ADMIRAL



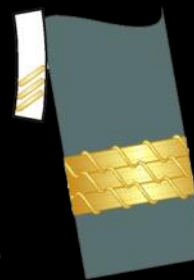
VICE
ADMIRAL



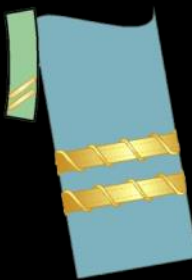
REAR
ADMIRAL



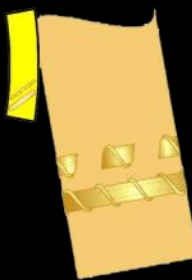
COMMODORE



CAPTAIN



COMMANDER



LIEUTENANT
COMMANDER



LIEUTENANT



LIEUTENANT
JUNIOR GRADE



ENSIGN



ACTIVE STARSHIPS DATABASE

43 64 57320 92 49259 20
48 43 86394 95 91722 86
76 82 49088 38 15242 34
76 55 72976 85 52590 95
10 89 30555 67

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MEMBERSHIP HANDBOOK

STAR TREK (TMP) - ENLISTED RANK INSIGNIA



CREWMAN
RECRUIT



CREWMAN
APPRENTICE



CREWMEN



PETTY
OFFICER
3RD CLASS



PETTY
OFFICER
2ND CLASS



PETTY
OFFICER
1ST CLASS



CHIEF PETTY
OFFICER



SENIOR CHIEF
PETTY
OFFICER



MASTER CHIEF
PETTY
OFFICER



COMMAND
MASTER
CHIEF PETTY
OFFICER



FLEET
MASTER
CHIEF PETTY
OFFICER



MASTER CHIEF
PETTY
OFFICER
OF
STARFLEET

	ACTIVE STARSHIPS DATABASE									
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	76	55	72976	85	52590	95				
	10	89	30555	67						

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STAR TREK (TWOK) RANK INSIGNIA



ABLE'S MAN



PETTY OFFICER
2ND CLASS



PETTY OFFICER
1ST CLASS



CHIEF PETTY
OFFICER



SENIOR
CHIEF PETTY
OFFICER



MASTER CHIEF
PETTY OFFICER



MASTER CHIEF
PETTEY OFFICER
OF STARFLEET



ENSIGN



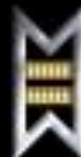
LIEUTENANT
JG



LIEUTENANT



LIEUTENANT
COMMANDER



COMMANDER



CAPTAIN



FLEET
CAPTAIN



COMMODORE



REAR ADMIRAL



VICE ADMIRAL



ADMIRAL



FLEET ADMIRAL



ACTIVE STARSHIPS DATABASE

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STAR TREK (TNG) - OFFICER & CADET RANK INSIGNIA



1ST YEAR
CADET



2ND YEAR
CADET



3RD YEAR
CADET



4TH YEARR
CADET



WARRANT
OFFICER ONE



CHIEF WARRANT
OFFICER TWO



CHIEF WARRANT
OFFICER THREE



CHIEF WARRANT
OFFICER FOUR



CHIEF WARRANT
OFFICER FIVE



ENSIGN



LIEUTENANT
JG



LIEUTENANT



LT
COMMANDER



COMMANDER



CAPTAIN



FLEET
CAPTAIN



COMMODORE



REAR ADMIRAL



VICE ADMIRAL



ADMIRAL



FLEET ADMIRAL

	ACTIVE STARSHIPS DATABASE									
	43	64	57320	92	49259	20				
	48	43	86394	95	91722	86				
	76	82	49088	38	15242	34				
	76	55	72976	85	52590	95				
	10	89	30555	67						

MENU

NEXT

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MEMBERSHIP HANDBOOK

STAR TREK (TNG) - ENLISTED & PROVISIONAL RANK INSIGNIA



CREWMAN
RECRUIT



CREWMAN
APPRENTICE



CREWMAN



PETTY OFFICER
3RD CLASS



PETTY OFFICER
2ND CLASS



PETTY OFFICER
1ST CLASS



CHIEF PETTY
OFFICER



SENIOR CHIEF
PETTY OFFICER



MASTER CHIEF
PETTY OFFICER



COMMAND
MASTER CHIEF PETTY
OFFICER



FLEET MASTER
CHIEF
PETTY OFFICER



MASTER CHIEF
PETTY OFFICER
OF STARFLEET



ALL PROVISIONAL
ENLISTED RANKS



ENSIGN



LIEUTENANT
JG



LIEUTENANT



LT
COMMANDER



COMMANDER



CAPTAIN

■	ACTIVE STARSHIPS DATABASE						
■	43	64	57320	92	49259	20	
■	48	43	86394	95	91722	86	
■	76	82	49088	38	15242	34	
■	76	55	72976	85	52590	95	
■	10	89	30555	67			

MENU

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PREV



STARFLEET OFFICER RANK INSIGNIA (FUTURE)



CADET 1



CADET 2



CADET 3



CADET 4



ENSIGN



LIEUTENANT
JG



LIEUTENANT



LT
COMMANDER



COMMANDER



CAPTAIN



FLEET
CAPTAIN



COMMODORE



REAR ADMIRAL



VICE ADMIRAL



ADMIRAL



FLEET ADMIRAL



ACTIVE STARSHIPS DATABASE



43 64 57320 92 49259 20



48 43 86394 95 91722 86



76 82 49088 38 15242 34



76 55 72976 85 52590 95

10 89 30555 67

MENU

NEXT

PREV



STARFLEET ENLISTED RANK INSIGNIA (FUTURE)



CREWMAN
RECRUIT



CREWMAN
APPRENTICE



CREWMAN



PETTY OFFICER
3RD CLASS



PETTY OFFICER
2ND CLASS



PETTY OFFICER
1ST CLASS



CHIEF PETTY
OFFICER



SENIOR CHIEF
PETTY OFFICER



MASTER CHIEF
PETTY OFFICER



COMMAND
MASTER CHIEF PETTY
OFFICER



FLEET MASTER
CHIEF
PETTY OFFICER



MASTER CHIEF
PETTY OFFICER
OF STARFLEET



ACTIVE STARSHIPS DATABASE



43 64 57320 92 49259 20



48 43 86394 95 91722 86



76 82 49088 38 15242 34



76 55 72976 85 52590 95



10 89 30555 67

MENU

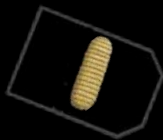
NEXT

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STARFLEET MARINES - OFFICER RANK

INSIGNIA (NG ERA)



1ST YEAR
CADET



2ND YEAR
CADET



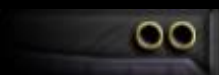
3RD YEAR
CADET



4TH YEARR
CADET



WARRANT
OFFICER 1



WARRANT
OFFICER 2



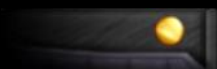
CHIEF WARRANT
OFFICER 3



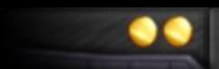
CHIEF WARRANT
OFFICER 4



CHIEF WARRANT
OFFICER 5



2ND LIEUTENANT



1ST LIEUTENANT



CAPTAIN



MAJOR



LIEUTENANT
COLONEL



COLONEL



BRIGADIER



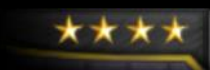
BRIGADIER
GENERAL



MAJOR
GENERAL



LIEUTENANT
GENERAL



GENERAL

	ACTIVE STARSHIPS DATABASE									
	43	64	57320	92	49259	20				
	48	43	86394	95	91722	86				
	76	82	49088	38	15242	34				
	76	55	72976	85	52590	95				
	10	89	30555	67						

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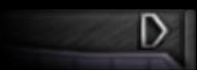
STARFLEET MARINES - ENLISTED RANK INSIGNIA (NG ERA)



PRIVATE



PRIVATE
FIRST CLASS



LANCE
CORPORAL



CORPORAL



SERGEANT



STAFF
SERGEANT



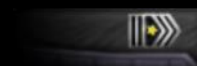
GUNNERY
SERGEANT



MASTER
SERGEANT



FIRST
SERGEANT



MASTER GUNNERY
SERGEANT



SERGEANT
MAJOR



SERGEANT MAJOR
SPMC



ACTIVE STARSHIPS DATABASE



43 64 57320 92 49259 20



48 43 86394 95 91722 86



76 82 49088 38 15242 34



76 55 72976 85 52590 95

10 89 30555 67

MENU

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MEMBERSHIP HANDBOOK

SPECIAL OPERATIONS

MACO OFFICER RANK INSIGNIA



CADET



ENSIGN



LIEUTENANT
JG



LIEUTENANT



LT
COMMANDER



COMMANDER



CAPTAIN



FLEET
CAPTAIN



COMMODORE



REAR ADMIRAL



VICE ADMIRAL



ADMIRAL



FLEET ADMIRAL

	ACTIVE STARSHIPS DATABASE							
■	43	64	57320	92	49259	20		
■	48	43	86394	95	91722	86		
■	76	82	49088	38	15242	34		
■	76	55	72976	85	52590	95		
■	10	89	30555	67				

MENU

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SPECIAL OPERATIONS MACO ENLISTED RANK INSIGNIA



CREWMAN
RECRUIT



CREWMAN
APPRENTICE



CREWMAN



PETTY OFFICER
3RD CLASS



PETTY OFFICER
2ND CLASS



PETTY OFFICER
1ST CLASS



CHIEF PETTY
OFFICER



SENIOR CHIEF
PETTY OFFICER



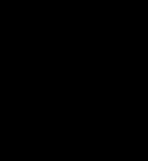
MASTER CHIEF
PETTY OFFICER



COMMAND
MASTER CHIEF PETTY
OFFICER



FLEET MASTER
CHIEF
PETTY OFFICER



MASTER CHIEF
PETTY OFFICER
OF STARFLEET

	ACTIVE STARSHIPS DATABASE							
	43	64	57320	92	49259	20		
	48	43	86394	95	91722	86		
	76	82	49088	38	15242	34		
	76	55	72976	85	52590	95		
	10	89	30555	67				

MENU

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APPENDIX C UNIFORMS

■	ACTIVE STARSHIPS DATABASE					
■	43	64	57320	92	49259	20
■	48	43	86394	95	91722	86
■	76	82	49088	38	15242	34
■	76	55	72976	85	52590	95
■	10	89	30555	67		

MENU

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MEMBERSHIP HANDBOOK



STAR TREK UNIFORMS

(2140 - 2161)



01 DUTY UNIFORM
COMMAND DIVISION



02 DUTY UNIFORM
SCIENCE DIVISION



03 DUTY UNIFORM
OPERATIONS DIVISION

	ACTIVE STARSHIPS DATABASE					
	43	64	57320	92	49259	20
	48	43	86394	95	91722	86
	76	82	49088	38	15242	34
	76	55	72976	85	52590	95
	10	89	30555	67		

MENU

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2140 - 2161)



01 EXCURSION DUTY UNIFORM
WITH TYPE C FIELD JACKET



02 TYPE B FIELD JACKET
COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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STAR TREK UNIFORMS

(2140 - 2161)



01 DUTY UNIFORM
FLAG OFFICERS



02 DRESS UNIFORM
OFFICERS, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2140 - 2161)



01 DUTY UNIFORM
COMMAND DIVISION



02 DUTY UNIFORM
FEMALE VARIANT, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE						
■	43	64	57320	92	49259	20	
■	48	43	86394	95	91722	86	
■	76	82	49088	38	15242	34	
■	76	55	72976	85	52590	95	
■	10	89	30555	67			

MENU

NEXT

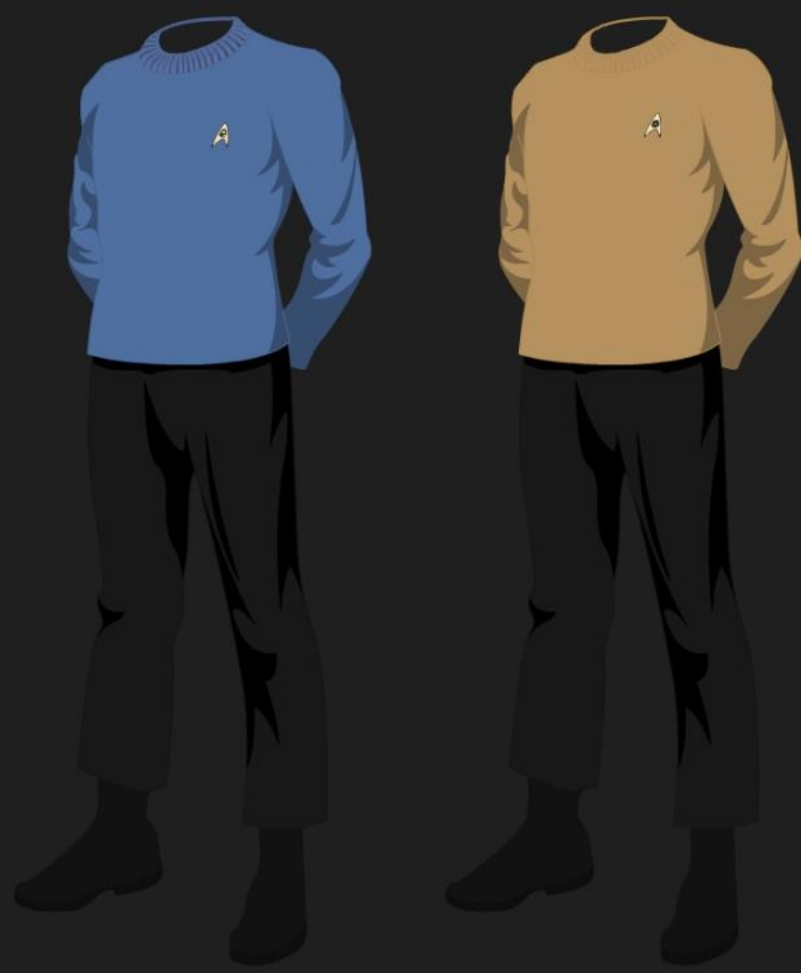
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MEMBERSHIP HANDBOOK



STAR TREK UNIFORMS

(2140 - 2161)



01 DUTY UNIFORM
SCIENCE DIVISION

02 DUTY UNIFORM
OPERATIONS DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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PREV



STAR TREK UNIFORMS

(2245 - 2265)



01 EXCURSION DUTY UNIFORM
COMMAND DIVISION



02 DRESS UNIFORM
OFFICERS, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

MENU

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STAR TREK UNIFORMS

(2245 - 2265)



01 MEDICAL TUNIC
MEDICAL OFFICERS, SCIENCE DIVISION



02 DUTY UNIFORM
CADETS

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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MEMBERSHIP HANDBOOK



STAR TREK UNIFORMS

(2245 - 2265)



01 DUTY UNIFORM
MEDICAL OFFICERS, SCIENCE DIVISION



02 DUTY UNIFORM
TRANSPORT TECHNICIAN, OPERATIONS DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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STAR TREK UNIFORMS

(2265 - 2270)



01 DUTY UNIFORM
COMMAND DIVISION



02 DUTY UNIFORM
SCIENCE DIVISION



03 DUTY UNIFORM
ENGINEERING DIVISION

	ACTIVE STARSHIPS DATABASE									
	43	64	57320	92	49259	20				
	48	43	86394	95	91722	86				
	76	82	49088	38	15242	34				
	76	55	72976	85	52590	95				
	10	89	30555	67						

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2265 - 2270)



01 DUTY UNIFORM
FEMALE VARIANT, COMMAND DIVISION

02 DUTY UNIFORM
FEMALE VARIANT, COMMAND DIVISION

03 DUTY UNIFORM
MEDICAL & NURSING, SCIENCE DIVISION

	ACTIVE STARSHIPS DATABASE									
	43	64	57320	92	49259	20				
	48	43	86394	95	91722	86				
	76	82	49088	38	15242	34				
	76	55	72976	85	52590	95				
	10	89	30555	67						

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STAR TREK UNIFORMS

(2265 - 2270)



01 DUTY UNIFORM
CAPTAIN'S VARIANT, COMMAND DIVISION



02 MEDICAL TUNIC
MEDICAL OFFICERS, SCIENCE DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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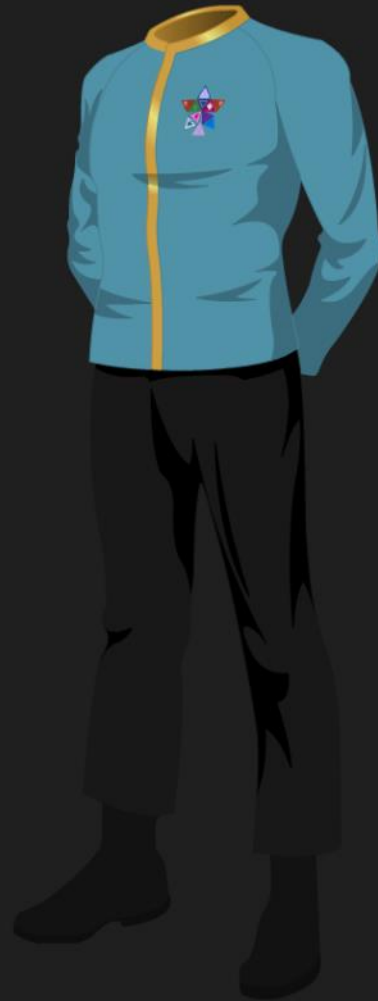
MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2265 - 2270)



01 DRESS UNIFORM
COMMAND DIVISION



02 DRESS UNIFORM
SCIENCE DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

MENU

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STAR TREK UNIFORMS

(2265 - 2270)



01 SPACE SUIT
MULTI-DIVISION



02 ENVIRONMENTAL SUIT
MULTI-DIVISION

	ACTIVE STARSHIPS DATABASE					
	43	64	57320	92	49259	20
	48	43	86394	95	91722	86
	76	82	49088	38	15242	34
	76	55	72976	85	52590	95
	10	89	30555	67		

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS-ALTERNATE

(2265 - 2270)



01 DUTY COVERALLS
ENGINEERING DIVISION



02 PATIENT COVERALLS
SCIENCE DIVISION



03 COLONIST COVERALLS
FEDERATION COLONIAL DIVISION

	ACTIVE STARSHIPS DATABASE									
	43	64	57320	92	49259	20				
	48	43	86394	95	91722	86				
	76	82	49088	38	15242	34				
	76	55	72976	85	52590	95				
	10	89	30555	67						

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STAR TREK UNIFORMS-ALTERNATE (2265 - 2270)



01 DRESS UNIFORM
FLAG OFFICERS, COMMAND DIVISION



02 DUTY UNIFORM
FLAG OFFICERS VARIANT, COMMAND DIVISION



03 DUTY UNIFORM
FLAG OFFICERS VARIANT, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE									
	43	64	57320	92	49259	20				
	48	43	86394	95	91722	86				
	76	82	49088	38	15242	34				
	76	55	72976	85	52590	95				
	10	89	30555	67						

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS-ALTERNATE

(2265 - 2270)



01 DUTY UNIFORM
COMMAND DIVISION



02 DUTY UNIFORM
VARIANT, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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MEMBERSHIP HANDBOOK



STAR TREK UNIFORMS

(2273 - 2277)



01 DUTY UNIFORM
SCIENCE DIVISION



02 DUTY UNIFORM
VARIANT, SCIENCE DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2273 - 2277)



01 DUTY UNIFORM
DOCTORS, SCIENCE DIVISION



02 DUTY UNIFORM
NURSES, SCIENCE DIVISION



03 DUTY UNIFORM
CHIEF MEDICAL OFFICER VARIANT, SCIENCE DIVISION

	ACTIVE STARSHIPS DATABASE									
	43	64	57320	92	49259	20				
	48	43	86394	95	91722	86				
	76	82	49088	38	15242	34				
	76	55	72976	85	52590	95				
	10	89	30555	67						

MENU

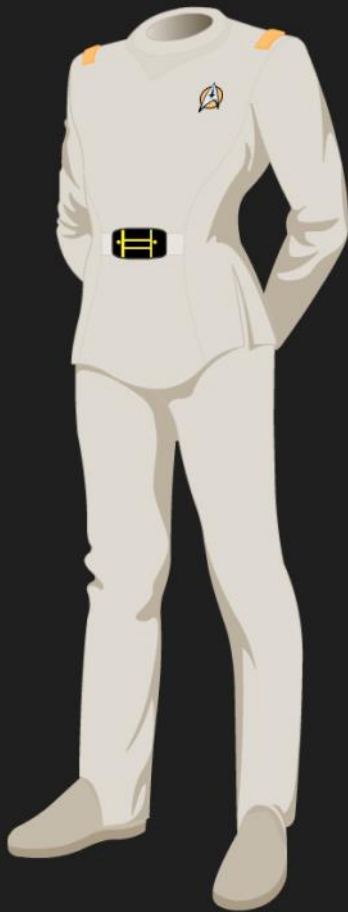
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STAR TREK UNIFORMS

(2273 - 2277)



01 DUTY UNIFORM
OPERATIONS DIVISION



02 DUTY UNIFORM
VARIANT, OPERATIONS DIVISION



03 DUTY UNIFORM
VARIANT, OPERATIONS DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

MENU

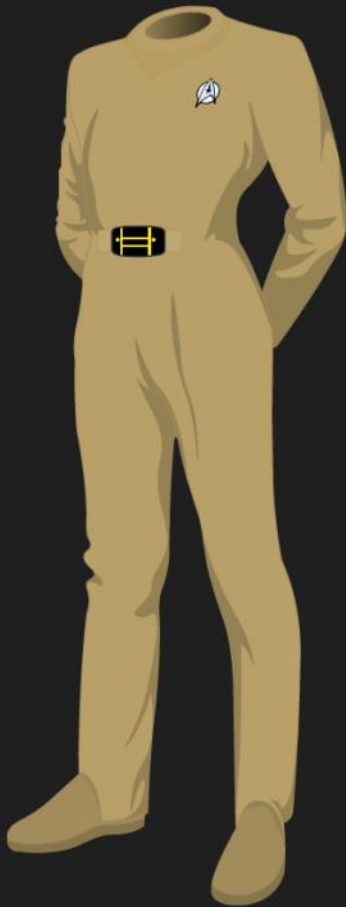
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STAR TREK UNIFORMS

(2273 - 2277)



01 DUTY UNIFORM
CREWMAN, MULTI-DIVISION



02 DUTY UNIFORM
CREWMAN VARIANT, MULTI-DIVISION



03 DUTY UNIFORM
ENGINEERING DIVISION

ACTIVE STARSHIPS DATABASE							
43	64	57320	92	49259	20		
48	43	86394	95	91722	86		
76	82	49088	38	15242	34		
76	55	72976	85	52590	95		
10	89	30555	67				

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2273 - 2277)



01 LEISURE UNIFORM
COMMAND DIVISION



02 DUTY UNIFORM
SPACE INSTALLATIONS, SCIENCE DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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STAR TREK UNIFORMS

(2273 - 2277)



01 EXCURSION FIELD JACKET
MULTI-DIVISION



02 DUTY UNIFORM
SECURITY DIVISION

■	ACTIVE STARSHIPS DATABASE						
■	43	64	57320	92	49259	20	
■	48	43	86394	95	91722	86	
■	76	82	49088	38	15242	34	
■	76	55	72976	85	52590	95	
■	10	89	30555	67			

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STAR TREK UNIFORMS

(2273 - 2277)



01 DUTY UNIFORM
COMMAND DIVISION



02 2340' DUTY UNIFORM
COMMAND DIVISION



03 DUTY UNIFORM
FEMALE VARIANT, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2273 - 2277)



01 DUTY UNIFORM
SCIENCE DIVISION



02 DUTY UNIFORM
MEDICAL DIVISION



03 DUTY UNIFORM
ENGINEERING DIVISION

ACTIVE STARSHIPS DATABASE						
43	64	57320	92	49259	20	
48	43	86394	95	91722	86	
76	82	49088	38	15242	34	
76	55	72976	85	52590	95	
10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2273 - 2277)



01 DUTY UNIFORM
CHIEF MEDICAL OFFICER VARIANT, MEDICAL DIVISION



02 DUTY UNIFORM
MEDICAL STAFF VARIANT, MEDICAL DIVISION

ACTIVE STARSHIPS DATABASE
43 64 57320 92 49259 20
48 43 86394 95 91722 86
76 82 49088 38 15242 34
76 55 72976 85 52590 95
10 89 30555 67

MENU

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STAR TREK UNIFORMS

(2273 - 2277)



01 OFFICER'S VEST
VARIANT, COMMAND DIVISION



02 OFFICER'S VEST
COMMAND DIVISION



03 OFFICER'S SHIRT
COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE							
	43	64	57320	92	49259	20		
	48	43	86394	95	91722	86		
	76	82	49088	38	15242	34		
	76	55	72976	85	52590	95		
	10	89	30555	67				

MENU

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STAR TREK UNIFORMS

(2278 - 2350)



01 DUTY UNIFORM
FLAG OFFICERS, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2278 - 2350)



01 EXCURSION DUTY UNIFORM
COMMAND DIVISION



02 EXCURSION DUTY UNIFORM
VARIANT, COMMAND DIVISION



03 EXCURSION FIELD JACKET
COMMAND DIVISION

ACTIVE STARSHIPS DATABASE						
43	64	57320	92	49259	20	
48	43	86394	95	91722	86	
76	82	49088	38	15242	34	
76	55	72976	85	52590	95	
10	89	30555	67			

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STAR TREK UNIFORMS

(2278 - 2350)



01 DUTY UNIFORM
CADETS, COMMAND DIVISION



02 DUTY UNIFORM
ENLISTED CADETS, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2278 - 2350)



01 ENGINEER'S VEST
ENGINEERING DIVISION



02 DUTY UNIFORM
JACKET VARIANT, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE					
	43	64	57320	92	49259	20
	48	43	86394	95	91722	86
	76	82	49088	38	15242	34
	76	55	72976	85	52590	95
	10	89	30555	67		

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2278 - 2350)



01 DUTY UNIFORM
ENLISTED PERSONNEL, SCIENCE DIVISION



02 ATHLETIC WEAR
MULTI-DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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STAR TREK UNIFORMS

(2278 - 2350)



01 DUTY UNIFORM
SPACE STATION VARIANT, SECURITY DIVISION



02 DUTY UNIFORM
SECURITY DIVISION

	ACTIVE STARSHIPS DATABASE					
	43	64	57320	92	49259	20
	48	43	86394	95	91722	86
	76	82	49088	38	15242	34
	76	55	72976	85	52590	95
	10	89	30555	67		

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2278 - 2350)



01 PROTECTIVE SUIT
ENGINEERING DIVISION



02 PROTECTIVE SUIT
CADETS, ENGINEERING DIVISION

ACTIVE STARSHIPS DATABASE						
43	64	57320	92	49259	20	
48	43	86394	95	91722	86	
76	82	49088	38	15242	34	
76	55	72976	85	52590	95	
10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2278 - 2350)



01 SPACE SUIT
MULTI-DIVISION



02 ENVIRONMENTAL SUIT
MULTI-DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2351 - 2365)



01 DUTY UNIFORM
COMMAND DIVISION



02 DUTY UNIFORM
FEMALE VARIANT, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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STAR TREK UNIFORMS

(2351 - 2365)



01 DUTY UNIFORM
OPERATIONS DIVISION



02 DUTY UNIFORM
SCIENCES DIVISION

■	ACTIVE STARSHIPS DATABASE						
■	43	64	57320	92	49259	20	
■	48	43	86394	95	91722	86	
■	76	82	49088	38	15242	34	
■	76	55	72976	85	52590	95	
■	10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2351 - 2365)



01 DUTY UNIFORM
CHIEF MEDICAL OFFICER, SCIENCES DIVISION



02 DUTY UNIFORM
VARIANT, SCIENCES DIVISION

	ACTIVE STARSHIPS DATABASE							
	43	64	57320	92	49259	20		
	48	43	86394	95	91722	86		
	76	82	49088	38	15242	34		
	76	55	72976	85	52590	95		
	10	89	30555	67				

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2351 - 2365)



01 DUTY UNIFORM
MALE VARIANT, COMMAND DIVISION



02 DUTY UNIFORM
ACTING ENSIGN, COMMAND DIVISION



03 DUTY COVERALLS
OPERATIONS DIVISION

	ACTIVE STARSHIPS DATABASE									
	43	64	57320	92	49259	20				
	48	43	86394	95	91722	86				
	76	82	49088	38	15242	34				
	76	55	72976	85	52590	95				
	10	89	30555	67						

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STAR TREK UNIFORMS

(2351 - 2365)



01 DUTY UNIFORM
FLAG OFFICERS, COMMAND DIVISION



02 DUTY UNIFORM
FLAG OFFICERS VARIANT, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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STAR TREK UNIFORMS

(2366 - 2372)



01 DRESS UNIFORM
FLAG OFFICERS, COMMAND DIVISION



02 DRESS UNIFORM
OFFICERS, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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STAR TREK UNIFORMS

(2366 - 2372)



01 DUTY UNIFORM
COMMAND DIVISION



02 DUTY UNIFORM
COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2366 - 2372)



01 DUTY UNIFORM
OPERATIONS DIVISION



02 DUTY UNIFORM
OPERATIONS DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2366 - 2372)



01 DUTY UNIFORM
SCIENCES DIVISION



02 DUTY UNIFORM
VARIANT, SCIENCES DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2366 - 2372)



01 DUTY UNIFORM
SCIENCES DIVISION



02 DUTY UNIFORM
VARIANT, SCIENCES DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2366 - 2372)



01 DUTY UNIFORM
CADETS, COMMAND DIVISION



02 DUTY UNIFORM
CADETS, COMMAND DIVISION



03 DUTY UNIFORM
CADETS, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE									
	43	64	57320	92	49259	20				
	48	43	86394	95	91722	86				
	76	82	49088	38	15242	34				
	76	55	72976	85	52590	95				
	10	89	30555	67						

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STAR TREK UNIFORMS

(2366 - 2372)



01 DUTY UNIFORM
CAPTAIN'S VARIANT, COMMAND DIVISION



02 DUTY UNIFORM
CAPTAIN'S VARIANT, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE							
	43	64	57320	92	49259	20		
	48	43	86394	95	91722	86		
	76	82	49088	38	15242	34		
	76	55	72976	85	52590	95		
	10	89	30555	67				

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2366 - 2372)



01 DUTY UNIFORM
FLAG OFFICERS, COMMAND DIVISION



02 DUTY UNIFORM
FLAG OFFICERS VARIANT, COMMAND DIVISION



03 DUTY UNIFORM
FLAG OFFICERS VARIANT, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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STAR TREK UNIFORMS

(2373 - 2394)



01 DRESS UNIFORM
OFFICERS, COMMAND DIVISION



02 DRESS UNIFORM
OFFICERS, OPERATIONS DIVISION



03 DRESS UNIFORM
OFFICERS, SCIENCES DIVISION

	ACTIVE STARSHIPS DATABASE									
	43	64	57320	92	49259	20				
	48	43	86394	95	91722	86				
	76	82	49088	38	15242	34				
	76	55	72976	85	52590	95				
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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2373 - 2394)



01 UNDERSHIRT
MULTI-DIVISION



02 UNDERSHIRT
VARIANT, MULTI-DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2373 - 2394)



01 EXCURSION DUTY UNIFORM
COMMAND DIVISION



02 EXCURSION DUTY UNIFORM
VARIANT, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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STAR TREK UNIFORMS

(2373 - 2394)



01 DUTY UNIFORM
CHIEF MEDICAL OFFICER, SCIENCES DIVISION



02 FLIGHT SUIT
MULTI-DIVISION



03 TRAINING UNIFORM
COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE							
	43	64	57320	92	49259	20		
	48	43	86394	95	91722	86		
	76	82	49088	38	15242	34		
	76	55	72976	85	52590	95		
	10	89	30555	67				

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2373 - 2394)



01 DUTY UNIFORM
SCIENCES DIVISION



02 DUTY UNIFORM
VARIANT, SCIENCES DIVISION



03 DUTY UNIFORM
OPERATIONS DIVISION

	ACTIVE STARSHIPS DATABASE									
	43	64	57320	92	49259	20				
	48	43	86394	95	91722	86				
	76	82	49088	38	15242	34				
	76	55	72976	85	52590	95				
	10	89	30555	67						

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STAR TREK UNIFORMS

(2373 - 2394)



01 DUTY UNIFORM
CAPTAIN'S VARIANT, COMMAND DIVISION



02 UNDERSHIRT
COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2373 - 2394)



01 UNDERSHIRT
FEMALE VARIANT, COMMAND DIVISION



02 UNDERSHIRT
MALE VARIANT, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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STAR TREK UNIFORMS

(2395 - 2405)



01 DUTY UNIFORM
COMMAND DIVISION



02 DUTY UNIFORM
FLAG OFFICERS, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2395 - 2405)



01 COMBAT UNIFORM
COMMAND DIVISION



02 DUTY UNIFORM
SECTION 31

■	ACTIVE STARSHIPS DATABASE						
■	43	64	57320	92	49259	20	
■	48	43	86394	95	91722	86	
■	76	82	49088	38	15242	34	
■	76	55	72976	85	52590	95	
■	10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2395 - 2405)



01 DUTY UNIFORM
CADETS, COMMAND DIVISION



02 DUTY UNIFORM
CADETS, OPERATIONS DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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STAR TREK UNIFORMS

(2395 - 2405)



01 DUTY UNIFORM
CADETS, SCIENCES DIVISION



02 DUTY UNIFORM
CADETS, VARIANT, SCIENCES DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2395 - 2405)



01 UTILITY UNIFORM
MULTI-DIVISION

■	ACTIVE STARSHIPS DATABASE						
■	43	64	57320	92	49259	20	
■	48	43	86394	95	91722	86	
■	76	82	49088	38	15242	34	
■	76	55	72976	85	52590	95	
■	10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

(2395 - 2405)



01 DRESS UNIFORM
FLAG OFFICERS, COMMAND DIVISION



02 DRESS UNIFORM
CAPTAIN, COMMAND DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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STAR TREK UNIFORMS

(2395 - 2405)



01 DRESS UNIFORM
OFFICERS, COMMAND DIVISION



02 DRESS UNIFORM
NON-OFFICERS, MULTI-DIVISION

	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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STAR TREK UNIFORMS

(29th CENTURY)



Duty uniform
(Command, CONN)



Duty uniform
(Engineering, Security)



Duty uniform
(Science, Medical)

	ACTIVE STARSHIPS DATABASE							
	43	64	57320	92	49259	20		
	48	43	86394	95	91722	86		
	76	82	49088	38	15242	34		
	76	55	72976	85	52590	95		
	10	89	30555	67				

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

USS HELEN PAWLOWSKI DUTY UNIFORM (COMMAND/DIPLOMATIC CORPS) (MEDICAL/SCIENCE)



ACTIVE STARSHIPS DATABASE						
43	64	57320	92	49259	20	
48	43	86394	95	91722	86	
76	82	49088	38	15242	34	
76	55	72976	85	52590	95	
10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

USS HELEN PAWLOWSKI DUTY UNIFORM (ENGINEERING/SECURITY/OPERATIONS/ SUPPORT SERVICES/COMMUNICATIONS) (MARINES)



ACTIVE STARSHIPS DATABASE						
43	64	57320	92	49259	20	
48	43	86394	95	91722	86	
76	82	49088	38	15242	34	
76	55	72976	85	52590	95	
10	89	30555	67			

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MEMBERSHIP HANDBOOK

STAR TREK UNIFORMS

USS HELEN PAWLOWSKI

(CASUAL SHIRT)



COMMAND/DIPLOMATIC CORPS



MEDICAL/SCIENCE

ACTIVE STARSHIPS DATABASE						
43	64	57320	92	49259	20	
48	43	86394	95	91722	86	
76	82	49088	38	15242	34	
76	55	72976	85	52590	95	
10	89	30555	67			

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STAR TREK UNIFORMS

USS HELEN PAWLOWSKI

(CASUAL SHIRT)



ENGINEERING/OPERATIONS/SUPPORT/SECURITY



SFMC/SFSO

	ACTIVE STARSHIPS DATABASE						
■	43	64	57320	92	49259	20	
■	48	43	86394	95	91722	86	
■	76	82	49088	38	15242	34	
■	76	55	72976	85	52590	95	
■	10	89	30555	67			

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	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

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APPENDIX D AWARD DIAGRAMS

■	ACTIVE STARSHIPS DATABASE					
■	43	64	57320	92	49259	20
■	48	43	86394	95	91722	86
■	76	82	49088	38	15242	34
■	76	55	72976	85	52590	95
■	10	89	30555	67		

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STARFLEET AWARDS DIAGRAM



CHAPTER OF
THE YEAR
AWARD



SHAKEDOWN
CHAPTER OF
THE YEAR
AWARD



SUPPORT
CHAPTER OF
THE YEAR
AWARD



FLAG OFFICER
OF THE YEAR
AWARD



OFFICER OF
THE YEAR
AWARD



ENLISTED
MEMBER OF
THE YEAR
AWARD



JUNIOR
MEMBER OF
THE YEAR
AWARD



COMMANDING
OFFICER OF
THE YEAR
AWARD



ORDER OF
AXANAR
1ST CLASS



ORDER OF
AXANAR
2ND CLASS



ORDER OF
AXANAR
3RD CLASS



ORDER OF
BABEL
1ST CLASS



ORDER OF
BABEL
2ND CLASS



ORDER OF
BABEL
3RD CLASS



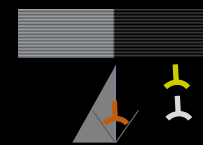
ORDER OF
COCHRANE
1ST CLASS



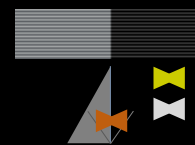
ORDER OF
COCHRANE
2ND CLASS



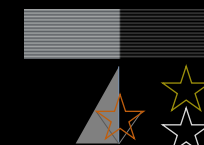
ORDER OF
COCHRANE
3RD CLASS



ORDER OF
DARMOK AND
JALAD
1ST CLASS



ORDER OF
DARMOK AND
JALAD
2ND CLASS



ORDER OF
DARMOK AND
JALAD
3RD CLASS

ACTIVE STARSHIPS DATABASE						
43	64	57320	92	49259	20	
48	43	86394	95	91722	86	
76	82	49088	38	15242	34	
76	55	72976	85	52590	95	
10	89	30555	67			

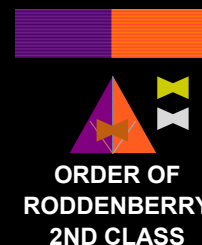
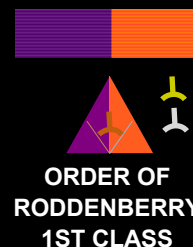
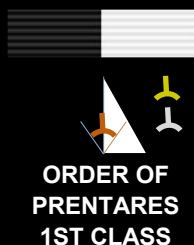
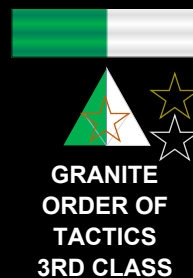
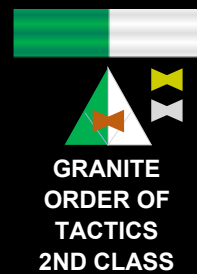
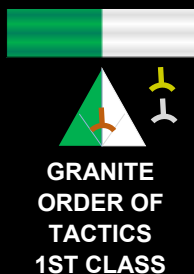
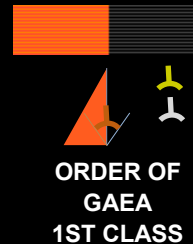
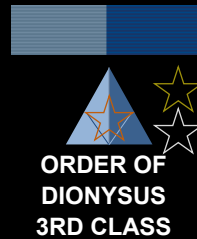
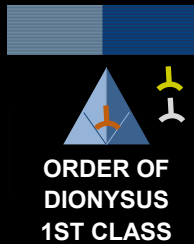
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STARFLEET AWARDS DIAGRAM



■	ACTIVE STARSHIPS DATABASE						
■	43	64	57320	92	49259	20	
■	48	43	86394	95	91722	86	
■	76	82	49088	38	15242	34	
■	76	55	72976	85	52590	95	
■	10	89	30555	67			

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STARFLEET AWARDS DIAGRAM



ORDER OF
RODDENBERRY
3RD CLASS



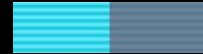
ORDER OF
SAMARITAN
1ST CLASS



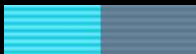
ORDER OF
SAMARITAN
2ND CLASS



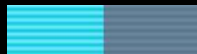
ORDER OF
SAMARITAN
3RD CLASS



ORDER OF
S'HARLEN
1ST CLASS



ORDER OF
S'HARLEN
2ND CLASS



ORDER OF
S'HARLEN
3RD CLASS



ORDER OF
SURAK
1ST CLASS



ORDER OF
SURAK
2ND CLASS



ORDER OF
SURAK
3RD CLASS



ORDER OF
TARBOLDE OF
CANOPIUS
1ST CLASS



ORDER OF
TARBOLDE OF
CANOPIUS
2ND CLASS



ORDER OF
TARBOLDE OF
CANOPIUS
3RD CLASS



ACTIVE STARSHIPS DATABASE

43	64	57320	92	49259	20
48	43	86394	95	91722	86
76	82	49088	38	15242	34
76	55	72976	85	52590	95
10	89	30555	67		

MENU

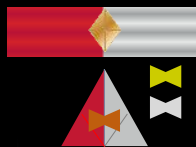
NEXT

PREV



STARFLEET ACADEMY

AWARDS DIAGRAM



DIRECTOR
OF THE
YEAR



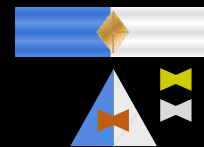
COLLEGE OF
THE YEAR



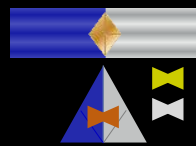
INSTITUTE DEAN
OF THE YEAR



INSTITUTE
OF THE YEAR



SUPPORT STAFF
MEMBER OF
THE YEAR



COMMANDANT'S
STAR AWARD



RED SQUAD



BLUE SQUAD



GOLD SQUAD



RED SQUADRON
LEADER



BLUE SQUADRON
LEADER



GOLD SQUADRON
LEADER



ASSISTANT RED
SQUADRON
LEADER



ASSISTANT BLUE
SQUADRON
LEADER



ASSISTANT GOLD
SQUADRON
LEADER



BOOTHBY
AWARD
Bronze
50



BOOTHBY
AWARD
Silver
100



BOOTHBY
AWARD
Gold
150



BOOTHBY
AWARD
Latinum
200



BOOTHBY
AWARD
Diamond
250

ACTIVE STARSHIPS DATABASE						
43	64	57320	92	49259	20	
48	43	86394	95	91722	86	
76	82	49088	38	15242	34	
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10	89	30555	67			

MENU





















NEXT







PREV



STARFLEET ACADEMY

AWARDS DIAGRAM

				
BOOTHBY AWARD Dilithium 300	BOOTHBY AWARD Titanium 350	BOOTHBY AWARD Zirconium 400	BOOTHBY AWARD Platinum 450	BOOTHBY AWARD Trilithium 500
				
BOOTHBY AWARD Amber 550	BOOTHBY AWARD Garnet 600	BOOTHBY AWARD Topaz 650	BOOTHBY AWARD Amethyst 700	BOOTHBY AWARD Pearl 750
				
BOOTHBY AWARD Opal 800	BOOTHBY AWARD Sapphire 850	BOOTHBY AWARD Ruby 900	BOOTHBY AWARD Emerald 950	BOOTHBY AWARD Omega 1000
				
BOOTHBY AWARD Bronze Star 1050	BOOTHBY AWARD Truman Temple 1100	BOOTHBY AWARD Gold Star 1150	BOOTHBY AWARD Latinum Star 1200	BOOTHBY AWARD Diamond Star 1250

	ACTIVE STARSHIPS DATABASE				
	43	64	57320	92	49259 20
	48	43	86394	95	91722 86
	76	82	49088	38	15242 34
	76	55	72976	85	52590 95
	10	89	30555	67	

MENU





















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STARFLEET ACADEMY

AWARDS DIAGRAM

	ACTIVE STARSHIPS DATABASE				
	43	64	57320	92	49259 20
	48	43	86394	95	91722 86
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MENU

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STARFLEET ACADEMY AWARDS DIAGRAM



ACTIVE STARSHIPS DATABASE						
43	64	57320	92	49259	20	
48	43	86394	95	91722	86	
76	82	49088	38	15242	34	
76	55	72976	85	52590	95	
10	89	30555	67			

MENU

NEXT

PREV



REGION ONE AWARDS DIAGRAM



MEDAL OF
HONOR



STAR CROSS



DISTINGUISHED
SERVICE AWARD



LEGION OF
MERIT



PURPLE
HEART



DEAREST BLOOD
DECORATION



LET ME HELP"
AWARD



REGION ONE
COMMENDATION



GOOD CONDUCT
DECORATION



FINAL
FRONTIER
AWARD



"SOL III"
AWARD



MERITORIOUS
SERVICE
AWARD



GARTH
ORDER
OF TACTICS



PHOENIX
AWARD



UNIT
DISTINGUISHED
SERVICE AWARD

■	ACTIVE STARSHIPS DATABASE					
■	43	64	57320	92	49259	20
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■	76	82	49088	38	15242	34
■	76	55	72976	85	52590	95
■	10	89	30555	67		

MENU

NEXT

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REGION ONE AWARDS DIAGRAM



UNIT
COMMENDATION
AWARD



JOINT
MERITORIOUS
SERVICE
AWARD



MERITORIOUS UNIT
COMMENDATION
AWARD



CAMPAIGN
CITATION



"E"
(ENTERPRISE)
RIBBON



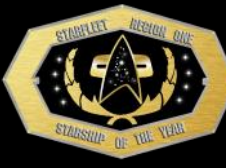
LEGION OF
HONOR



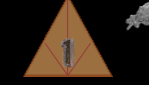
DAYSTROM
ACHEIVEMENT
AWARD



SILVER STAR
AWARD



STARSHIP OF
THE YEAR



STARSHIP OF
EXCELLENCE



BEST SHAKEDOWN
CRUISE



FIRST MISSION
CITATION



SUPPORT SHIP OF
THE YEAR

ACTIVE STARSHIPS DATABASE						
43	64	57320	92	49259	20	
48	43	86394	95	91722	86	
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76	55	72976	85	52590	95	
10	89	30555	67			

MENU

NEXT

PREV



REGION ONE AWARDS DIAGRAM



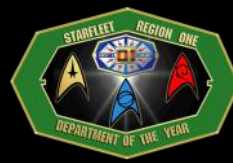
REGION ONE
MEDAL



STARFLEET
CLASS OF
EXCELLENCE



JOHNATHAN
ARCHER AWARD



DEPARTMENT
OF THE YEAR



RDC OF
EXCELLENCE



CADET OF THE
YEAR



EDITH KEELER
AWARD



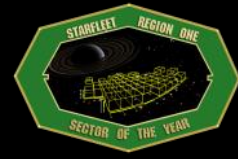
STAFF MEMBER
OF THE YEAR



NEWSLETTER
OF THE YEAR



COMMUNICATIONS
EXCELLENCE



SECTOR OF THE
YEAR



HONORARY
MEMBERSHIP



R1
AMBASSADORIAL
AWARD

ACTIVE STARSHIPS DATABASE						
43	64	57320	92	49259	20	
48	43	86394	95	91722	86	
76	82	49088	38	15242	34	
76	55	72976	85	52590	95	
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MENU

NEXT

PREV



USS HELEN PAWLOWSKI NCC-8494

R1 AWARDS DIAGRAM



ACTIVE STARSHIPS DATABASE						
43	64	57320	92	49259	20	
48	43	86394	95	91722	86	
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76	55	72976	85	52590	95	
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MENU

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PREV



USS HELEN PAWLOWSKI NCC-8494

R1 AWARDS DIAGRAM CONT.



REGION ONE
MEDAL



STARFLEET
CLASS OF
EXCELLENCE



JOHNATHAN
ARCHER AWARD



DEPARTMENT
OF THE YEAR



RDC OF
EXCELLENCE



CADET OF THE
YEAR



EDITH KEELER
AWARD



STAFF MEMBER
OF THE YEAR



NEWSLETTER
OF THE YEAR



COMMUNICATIONS
EXCELLENCE

USS HELEN PAWLOWSKI NCC-8494

CHAPTER AWARDS



ADM HELEN
PAWLOWSKI
CHAPTER SPIRIT
CITATION



CHAPTER
DEPARTMENT OF
EXCELLENCE



CHAPTER
LEADERSHIP
AWARD

COMMAND

OPERATIONS

ENGINEERING

MEDICAL

COMMUNICATIONS

SECURITY

SCIENCE

SUPPORT SERVICES

DIPLOMATIC CORPS

JOINT SPECIAL OPERATIONS

EXAMPLE OF A DUEL DEPARTMENT

EXAMPLE OF A TWO TIME AWARD COMMUNICATIONS

EXAMPLE OF A THREE TIME AWARD SECURITY

EXAMPLE OF A FOUR TIME AWARD SCIENCE

ACTIVE STARSHIPS DATABASE						
43	64	57320	92	49259	20	
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MENU

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STARFLEET MARINES AWARDS AND DECORATIONS



GOLD NEBULA



SILVER
NEBULA



DISTINGUISHED
SERVICE
CROSS



CROSS OF
HONOR



SWORD OF
HONOR



SHIELD OF
HONOR



STAR OF
HONOR



LEGION OF
HONOR



STARFLEET
CROSS



COMMANDANT'S
MERITORIOUS
SERVICE AWARD



COMET



CROSS OF
VALOR



SWORD OF
VALOR



SHIELD OF
VALOR



STAR OF
VALOR



LEGION OF
VALOR



WOUNDED
LION



SFMC SERVICE
COMMENDATION



SFMC
ACHIEVEMENT
AWARD



BRIGADE
SERVICE
COMMENDATION



BRIGADE
ACHIEVEMENT
AWARD



MERITORIOUS
UNIT CITATION



LEADER'S
COMMENDATION



MARINE HONOR
GUARD



GREAT
BARRIER
EXPEDITION



DISASTER RELIEF



UNITED
NATIONS
SERVICE



PRENTARES



COMMUNITY
SERVICE
AWARD



COMMUNICATIONS
SERVICE AWARD



GOOD CONDUCT
MEDAL



SFMC
ANNIVERSARY
RIBBON



INTERNATIONAL
SERVICE
RIBBON



BRIGADE
MUSTER AWARD



JOINT
SERVICE
RIBBON



ACTIVE STARSHIPS DATABASE

43 64 57320 92 49259 20
48 43 86394 95 91722 86
76 82 49088 38 15242 34
76 55 72976 85 52590 95
10 89 30555 67

MENU

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STARFLEET MARINES AWARDS AND DECORATIONS



EMBASSY DUTY



LEGION OF ARMS



CADET
LEGION OF
ARMS



CADET SERVICE
COMPLETION
AWARD



TRACOM
COMMANDER'S
AWARD



ACADEMIC
EXCELLENCE
AWARD



NCO ACADEMIC
RIBBON



PROFESSIONAL
DEVELOPMENT
AWARD



ADVANCED MEDICAL
PROFICIENCY
RIBBON



MEDICAL
PROFICIENCY
RIBBON



MARINE
PROFICIENCY
RIBBON



INITIAL ENTRY
TRAINING
AWARD



CADET INITIAL
ENTRY TRAINING
AWARD



COMMANDANT'S
CAMPAIGN
AWARD



WILDERNESS
CHALLENGE
QUALIFICATION
BADGE



ACTIVE STARSHIPS DATABASE



43 64 57320 92 49259 20



48 43 86394 95 91722 86



76 82 49088 38 15242 34



76 55 72976 85 52590 95

10 89 30555 67

MENU

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PREV



STARFLEET SPECIAL OPERATIONS AWARDS AND DECORATIONS



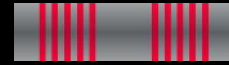
Archer Award



Gannet Brooks
Award (Doctorate)
(1st Class)



Gannet Brooks
Award (Doctorate)
(2nd Class)



Admiral Forrest
Award (Leadership)
(1st Class)



Admiral Forrest
Award (Leadership)
(2nd Class)



Admiral Forrest
Award (Leadership)
(3rd Class)



Admiral Forrest
Award (Leadership)
(4th Class)



Admiral Forrest
Award (Leadership)
(5th Class)



SFSO Commendation
Ribbon



SFSO Achievement
Ribbon



SFSO Meritorious
Unit Commendation
Ribbon



SFSO Annual Muster
Ribbon



General Martok
Service Award
(1 yr)



General Martok
Service Award
(3 yr)



General Martok
Service Award
(5 yr)



General Martok
Service Award
(7+ yrs)



Curzon Award



SFSO Recruiting
Ribbon



SFSO Master
Recruiting Ribbon



Major Hayes Award
(INTELLIGENCE)



Major Hayes Award
(RECON)



Major Hayes Award
(RANGER)



Major Hayes Award
(SEAL)



Major Hayes Award
(MACO)

ACTIVE STARSHIPS DATABASE						
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10	89	30555	67			

MENU

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STARFLEET SPECIAL OPERATIONS AWARDS, DECORATIONS AND SKILL BADGES (MACO)



MACO OF THE YEAR



MACO MISSION
LEADER AWARD



MACO
OUTSTANDING
TEAM MEMBER
AWARD



MACO COMBINED
FORCES AWARD



MACO SPECIAL
PROJECTS AWARD



MACO 5 MISSION
AWARD



MACO IN HARM'S
WAY



MACO TOUR OF
DUTY



MACO COMMUNITY
SERVICE



MACO RIBBON



SFSO AEROSPACE
WINGS



EXPERT COMBINED
ARMS BADGE

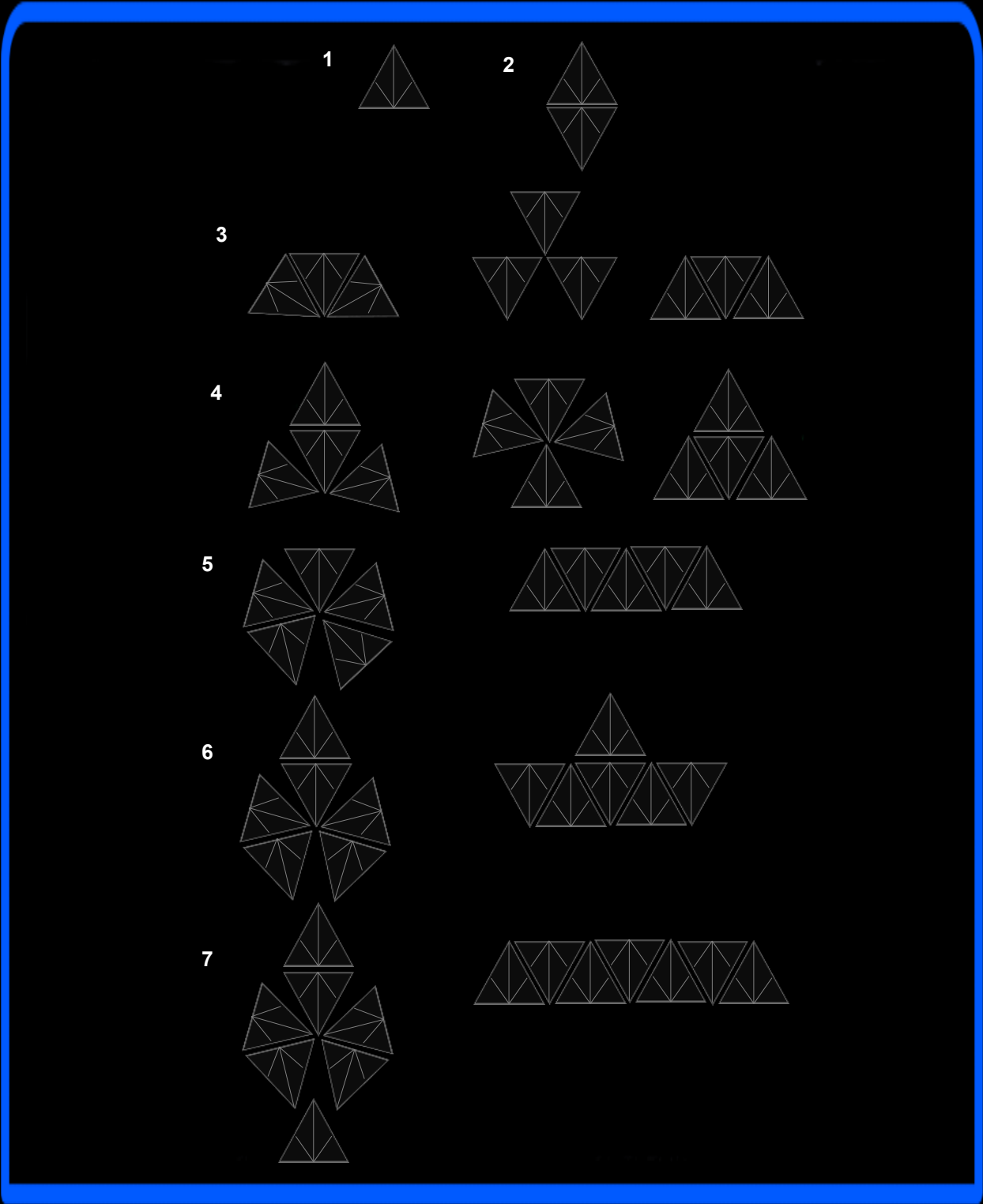
	ACTIVE STARSHIPS DATABASE							
■	43	64	57320	92	49259	20		
■	48	43	86394	95	91722	86		
■	76	82	49088	38	15242	34		
■	76	55	72976	85	52590	95		
■	10	89	30555	67				

MENU

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ACTIVE STARSHIPS DATABASE

43 64 57320 92 49259 20
 48 43 86394 95 91722 86
 76 82 49088 38 15242 34
 76 55 72976 85 52590 95
 10 89 30555 67

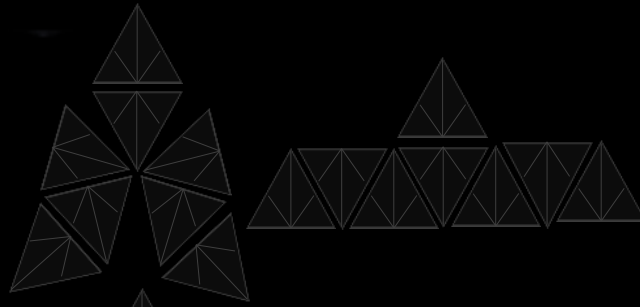
MENU

NEXT

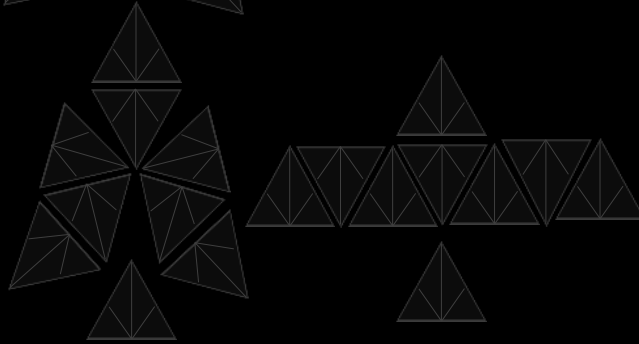
PREV



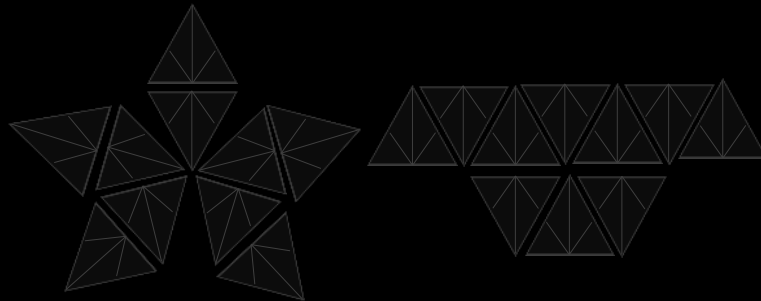
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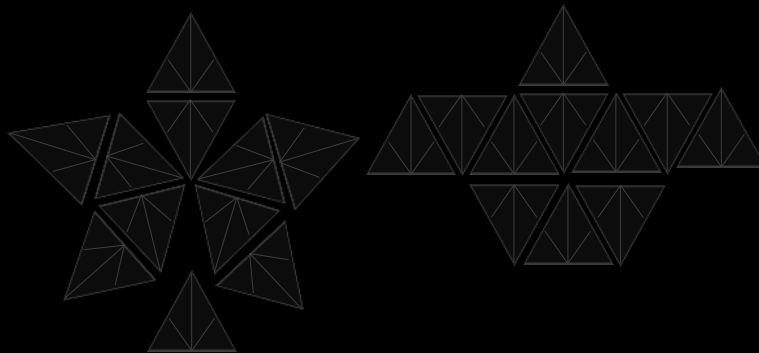
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10



11



	ACTIVE STARSHIPS DATABASE							
	43	64	57320	92	49259	20		
	48	43	86394	95	91722	86		
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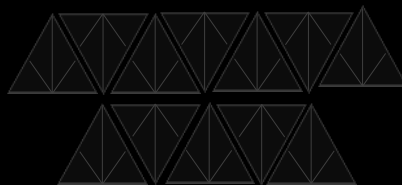
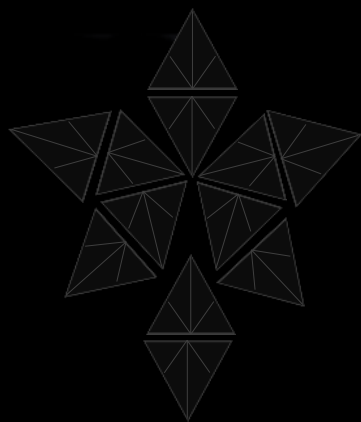
MENU

NEXT

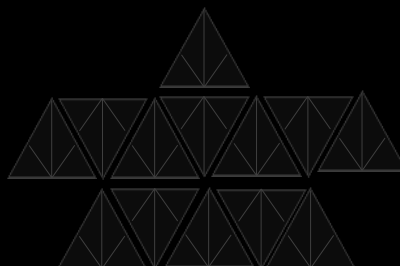
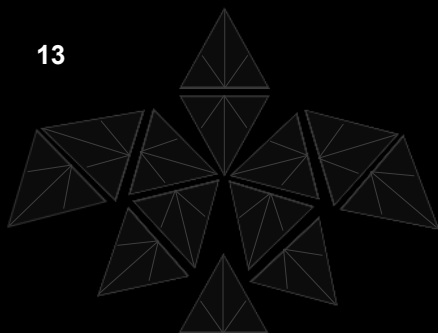
PREV



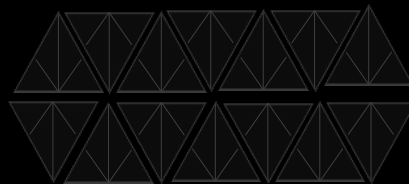
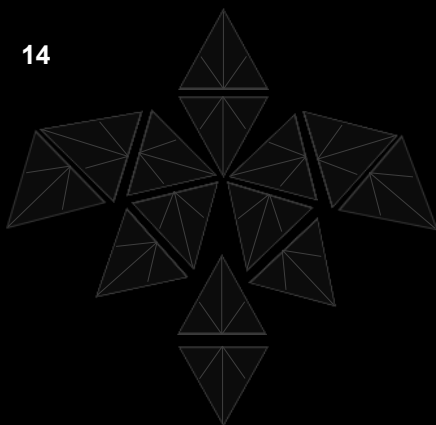
12



13



14



ACTIVE STARSHIPS DATABASE

43 64 57320 92 49259 20
 48 43 86394 95 91722 86
 76 82 49088 38 15242 34
 76 55 72976 85 52590 95
 10 89 30555 67

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APPENDIX E SHIP SCHEMATICS

■	ACTIVE STARSHIPS DATABASE					
■	43	64	57320	92	49259	20
■	48	43	86394	95	91722	86
■	76	82	49088	38	15242	34
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MENU

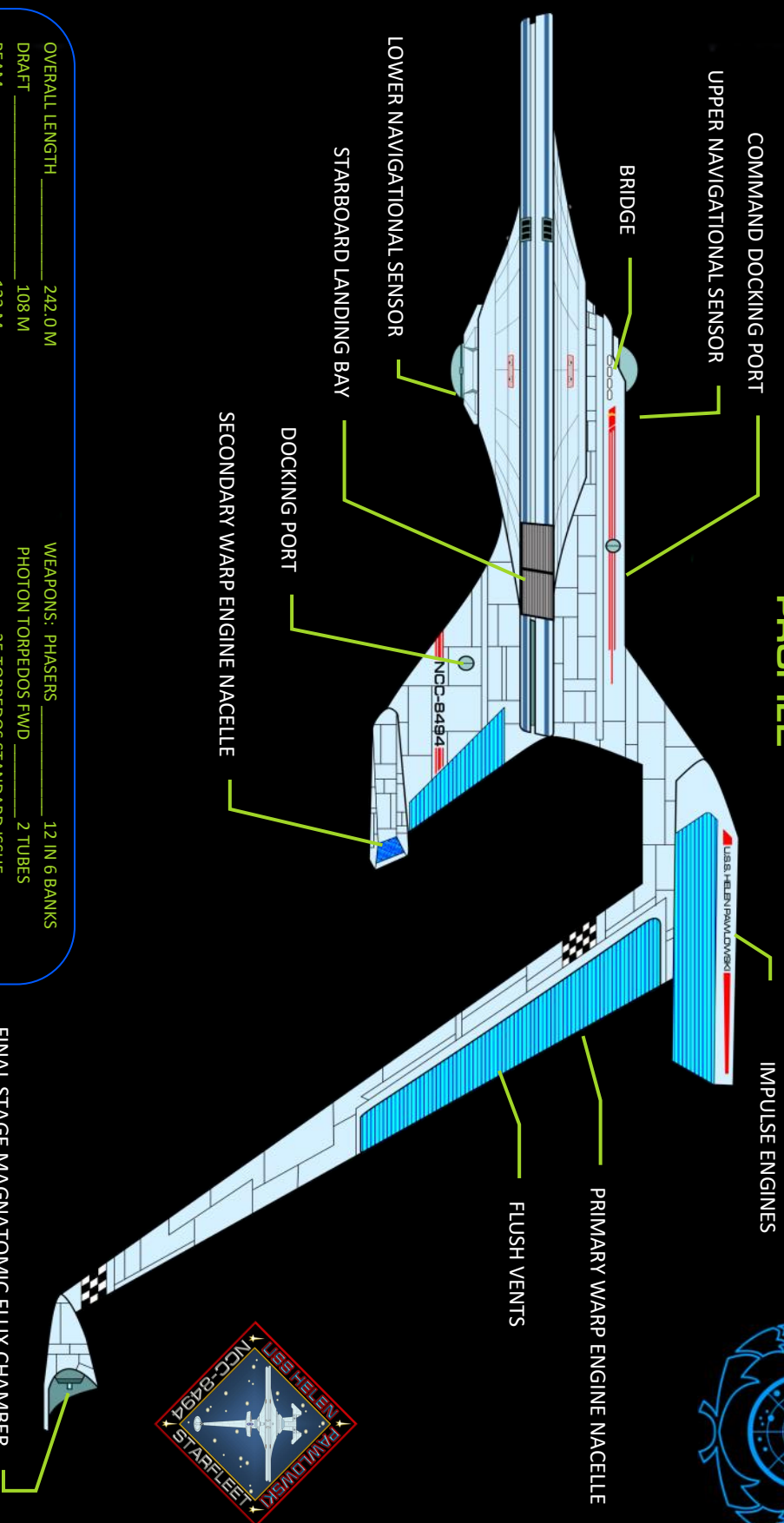
NEXT

PREV



U.S.S. HELEN PAWLOWSKI

PROFILE



FINAL STAGE MAGNATOMIC FLUX CHAMBER

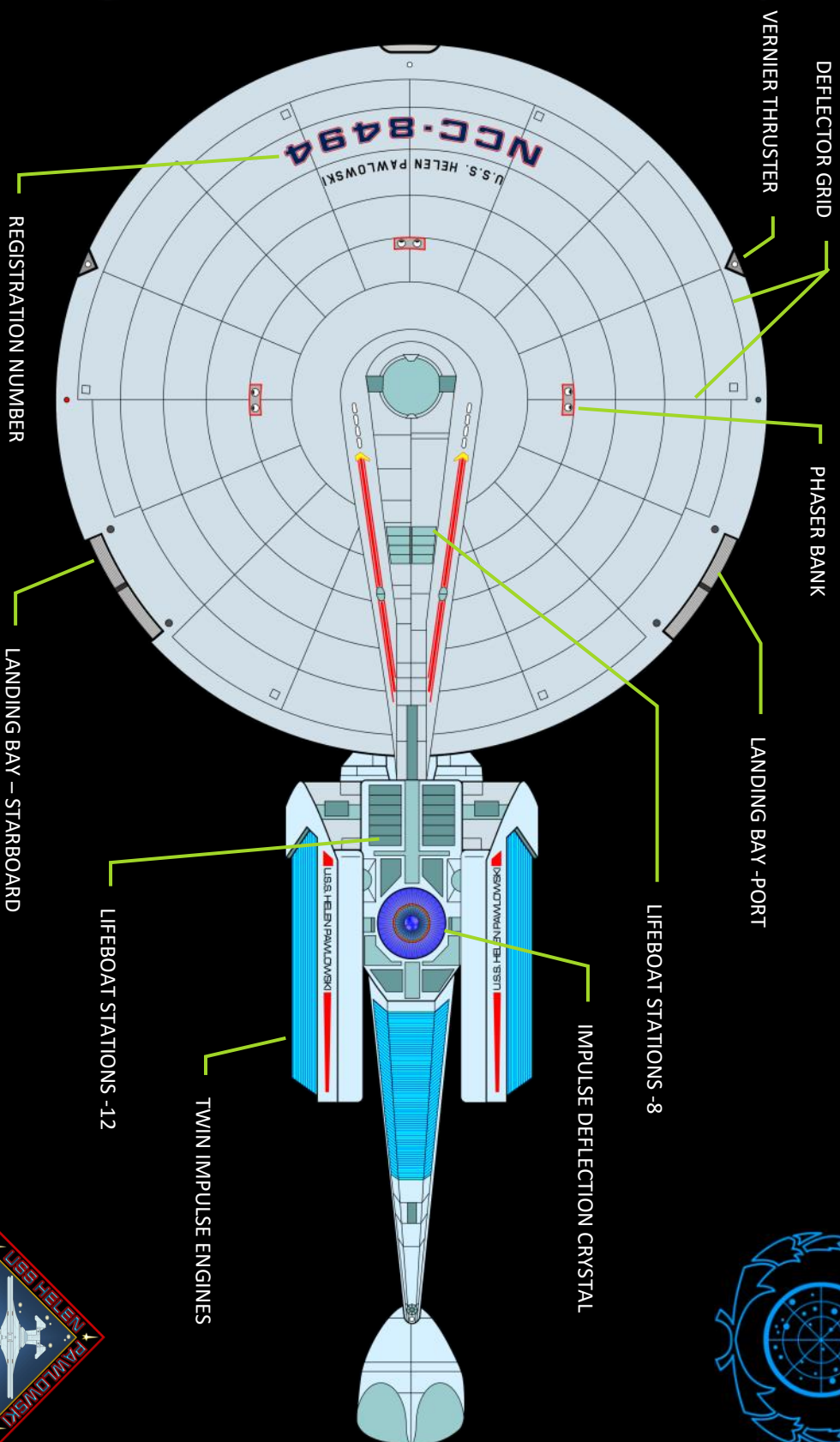
OVERALL LENGTH	242.0 M	WEAPONS: PHASERS	12 IN 6 BANKS
DRAFT	108 M	PHOTON TORPEDOS FWD	2 TUBES
BEAM	123 M	25 TORPEDOS STANDARD ISSUE	
ENGINES: WARP—DILITHIUM ENHANCED ANTIMATTER		TRANSPORTERS: PERSONNEL	4
IMPULSE - PULSED PLASMA TWIN ENGINES		CARGO	2
VERNIER - CHARGED PARTICLE THRUSTERS		EMERGENCY 22 PERSON	1
MAXIMUM VELOCITY: PRIMARY WARP DRIVE	WARP 7.3	DEFENSES: STANDARD SHIELDS	
SECONDARY WARP DRIVE	WARP 4.0	DEFLECTOR SCREENS	
CRUISING SPEED: PRIMARY WARP DRIVE	WARP 5.0	CLOAKING DEVICE	
SECONDARY WARP DRIVE	WARP 1.0	SHIPS COMPLEMENT: OFFICERS	46
OPTIMAL TIMESLIP VELOCITY		ENLISTED	128

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TOP



U.S.S. HELEN PAWLOWSKI



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CONSTRUCTION HISTORY OF THE U.S.S. HELEN PAWLOWSKI—NCC8494-7751914

- 2478.01 STARFLEET OBTAINS FUNDING FOR SECOND TIME TRAVEL RESEARCH VESSEL.
- 2512.16 FLEET ENGINEERING BEGINS WARP DRIVE COMPUTER DESIGN SIMULATIONS.
- 2661.10 SUPERSTRUCTURE ASSEMBLY BEGINS AT U.F.P. DRYDOCK #18.
- 2661.10 INSTALLATION OF PRIMARY AND SECONDARY WARP ENGINES.
- 2703.31 SHIPBOARD COMPUTER CORE ACTIVATED. WARP ENGINE TUNING BEGINS.
- 2765.21 FULL PRESSURIZATION OF ALL DECKS. FIRST DUTY CREWS BOARD.
- 2801.24 END WARP DRIVE SIMULATIONS. CREW STATUS 30%. WEAPONS INSTALLED.
- 2813.04 LIFE SUPPORT 100%. CREW STATUS 50%. WARP STATUS 100%. WEAPONS STATUS 100%.
- 2861.57 NCC-8494 TOWED TO OUTER SOLAR SYSTEM TO BEGIN WARP ENGINE TESTING/NORMAL CURVE.
- 2873.03 BEGIN TIMESLIP WARP DRIVE SIMULATED COLD ANTIMATTER STARTS.
- 2892.47 ENGINE TESTING COMPLETE. TOWED TO DRYDOCK #18 FOR FINAL OUTFITTING AND CREW TRAINING.
- 2920.04 NCC-8494 LAUNCHED FROM DRYDOCK #18.

U.S.S. HELEN PAWLOWSKI

TIME TRAVEL PROPERTIES OF THE U.S.S. HELEN PAWLOWSKI

U.S.S. HELEN PAWLOWSKI ACHIEVES RETROGRADE TIME TRAVEL THROUGH THE PRECISE APPLICATION OF THE "COLD START" FORMULATION OF THE PRIMARY WARP ENGINE. TIMESLIP OCCURS AT A CONSTANT VELOCITY OF WARP 1.5 AND CAN BE MAINTAINED INDEFINITELY. COLD START OF WARP DRIVES IS DANGEROUS USING NORMAL WARP CONFIGURATIONS. IN USE BECAUSE OF INADEQUATE HEAT DISSIPATION PROPERTIES OF PRIMARY AND SECONDARY INTERCOOLERS. INTERCOOLERS DRAW HEAT AWAY FROM THE MATTER/ANTIMATTER INTERMIX CHAMBER/REACTOR TEMPERATURES REACH CRITICAL WITHIN .08 SECONDS OF MATTER/ANTIMATTER MIX. U.S.S. HELEN PAWLOWSKI IS OUTFITTED WITH INTERCOOLERS RATED 300% OVER STANDARD DISSIPATION RATES TO COPE WITH INCREASED HEAT BUILD-UP.

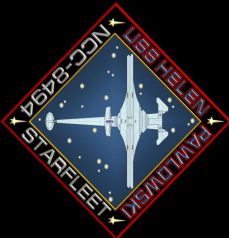
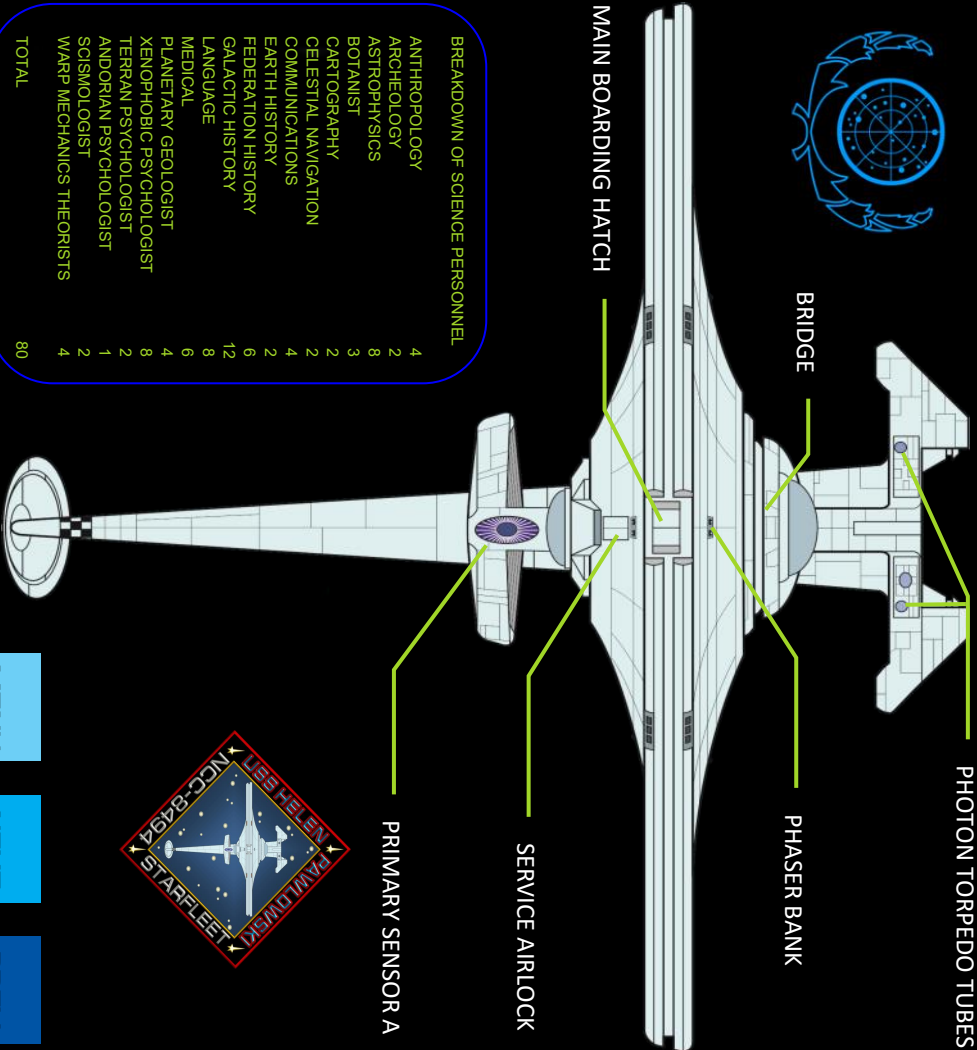
U.S.S. HELEN PAWLOWSKI HAS BEEN OUTFITTED WITH A PRIMARY WARP ENGINE FOR TIMESLIP TRAVEL AND A SMALLER SECONDARY WARP DRIVE AS AN EMERGENCY BACKUP. BOTH ENGINES ARE CAPABLE OF TIME TRAVEL BUT THE SECONDARY WARP DRIVE DOES NOT CONTAIN THE VARIOUS SAFETY ENHANCEMENTS FOUND IN THE PRIMARY DRIVE.

WHEN ENGAGED IN RESEARCH IN ANOTHER TIME PERIOD THE FOLLOWING PRECAUTIONS MUST BE TAKEN:

- NO CONTACT SHALL BE MADE WITH ANY PLANET OR CULTURE. THIS INCLUDES ALL MEMBERS OF THE UNITED FEDERATION OF PLANETS. CONTACT IS DEFINED AS VISUAL, RADIO CONTACT, LANDING PARTIES, AND INTERRUPTION OF NORMAL CHAIN OF EVENTS.
- WHEN IN ORBIT AROUND AN INHABITED PLANET THE CLOAKING DEVICE MUST BE ENGAGED.

SHIPS ORDERS ARE TO SELF DESTRUCT OTHER THAN RISK DETECTION UNDER THE FOLLOWING CONDITIONS:

- LOSS OF WARP ENGINE CAPABILITY WHILE IN ANOTHER TIME PERIOD IF CONDITION IS PERMANENT.
- CONTACT WITH HIGHER LIFE FORMS LISTED AS HOSTILE BY STARFLEET.
- CONTACT WITH ENEMY VESSELS WHO ARE SLAO FROM THE FUTURE. THIS INCLUDES KLINGONS, ROMULANS, KZIN, AND OCTMANS.
- NO INTERVENTION IS TO BE TAKEN THAT WILL DISRUPT THE NORMAL DEVELOPMENT OF ANY PLANET. THE FOLLOWING IS A CAUSE AND EFFECT SCENARIOS THAT CANNOT BE ALLOWED TO HAPPEN.
- REMOVING A CREATURE FROM ITS NATURAL ENVIRONMENT WILL AFFECT THE FOOD CHAIN SLIGHTLY AND COULD, IN A MILLION YEARS, LEAD TO AN EVOLUTIONARY CHANGE.
- LITTER AND FORGOTTEN GEAR CAN BE SALVAGED AND EXAMINED BY A PRIMITIVE CULTURE AND BE THE BASIS OF THEIR INDUSTRIAL REVOLUTION.
- STARFLEET INSIGNIA OR SHIP PROFILE COULD BECOME THE BASIS OF A RELIGION TO A PRIMITIVE CULTURE.



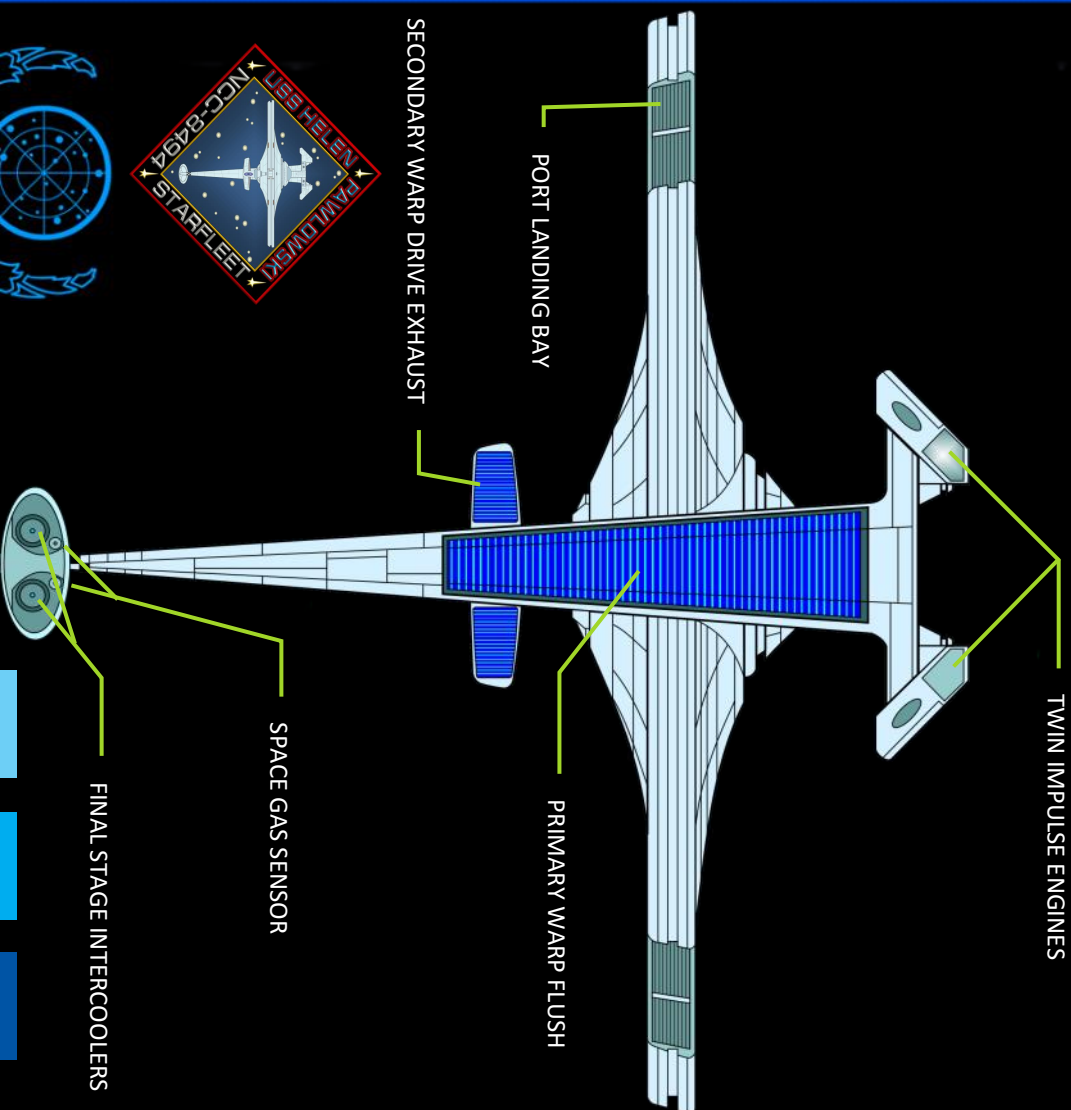
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U.S.S. HELEN PAWLOWSKI

AFT



FINAL STAGE INTERCOOLERS

MENU

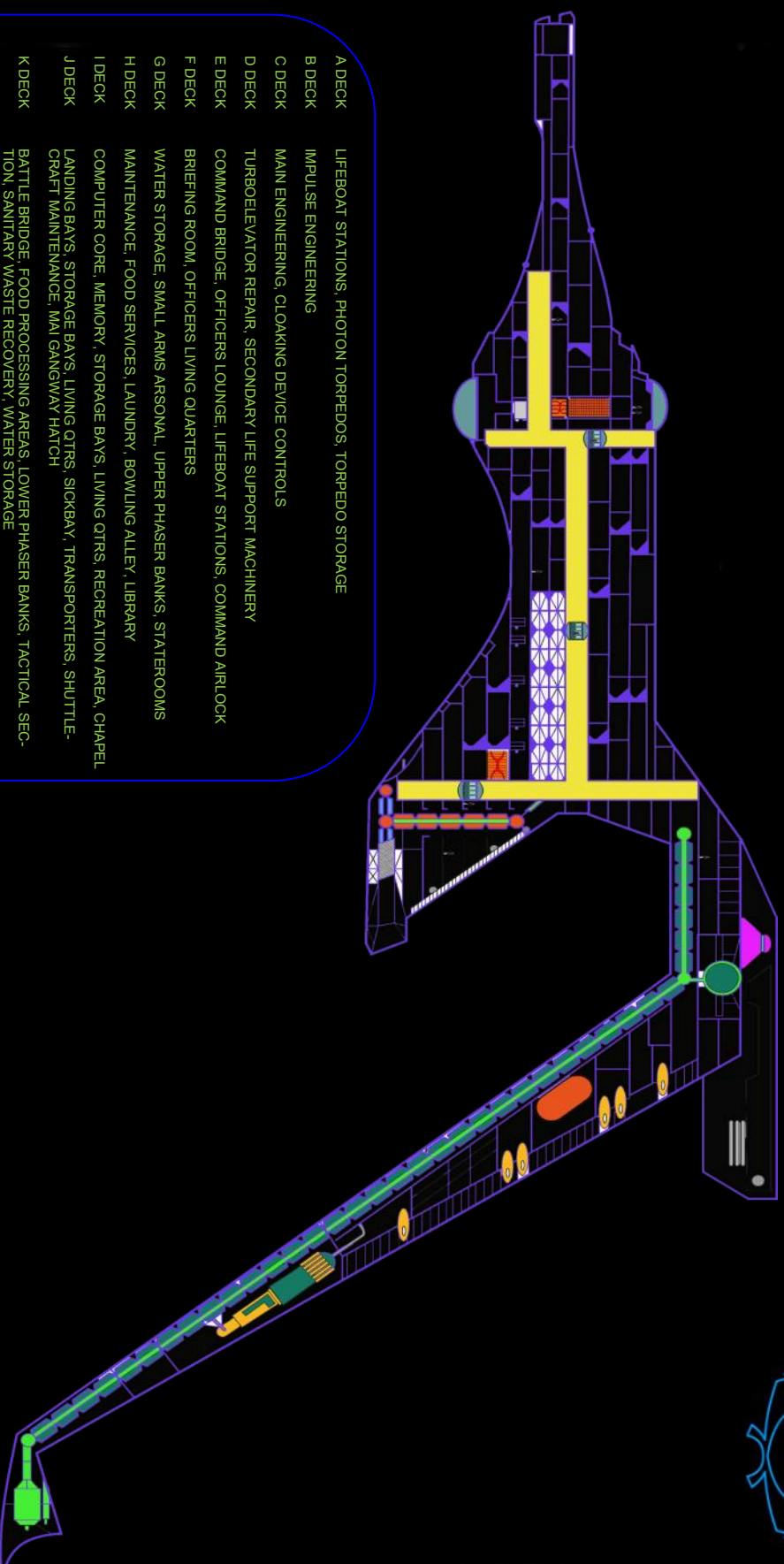
NEXT

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- THESE BLUEPRINTS ARE FOR FAMILIARIZATION PURPOSES ONLY AND SHOULD NOT BE CONFUSED WITH DETAILED WORKING DRAWINGS OF THE LYNX CLASS STARSHIP.
2. U.S.S. HELEN PAWLOWSKI IS A MODIFICATION OF THE MONOCEROS CLASS SCOUTSHIP. FOR GENERAL OPERATING PROCEDURES USE THE APPROPRIATE MANUALS.
 3. U.S.S. HELEN PAWLOWSKI IS A SINGLE PURPOSE DESIGN, THAT BEING TO EXPLORE THE VIABILITY OF RETROGRADE TIME TRAVEL FOR RESEARCH PURPOSES. ALL WEAPONS ARE TO BE USED FOR DEFENSE ONLY.
 4. EXCEPT WHEN BERTHED IN DRYDOCK THIS VESSEL IS MANNED AT ALL TIMES. STANDARD CREW IS 42 PER EACH EIGHT HOUR SHIFT.
 5. STANDARD BRIDGE CREW CONSISTS OF CAPTAIN, NAVIGATOR, HELSMAN, COMMUNICATIONS, AND SCIENCE. UNDER YELLOW ALERT CONDITIONS A DAMAGE CONTROL OFFICER AND WEAPONS OFFICER ARE ADDED. UNDER RED ALERT CONDITIONS A SECOND HELSMAN AND NAVIGATOR ARE ADDED TO EXISTING COMPLEMENT.
 6. SHIP IS OUTFITTED WITH ENOUGH SUPPLIES AND EQUIPMENT FOR A THREE YEAR MISSION. DILITHIUM CRYSTAL SUPPLIES HAVE A CALCULATED LIFESPAN OF 25 YEARS.
 7. STARSHIP CONTAINS 16 PRESSURIZED DECKS. "Q" DECK AND PRIMARY WARP DRIVE PYLON ARE NOT PRESSURIZED. SPACE SUITS WITH ANTI-RADIATION PROTECTION ARE NEEDED TO ACCESS THESE LEVELS.
 8. ALL DECKS CONTAIN ARTIFICIAL GRAVITY AND INDEPENDENT CLIMATE CONTROLS FOR THE COMFORT OF VARIOUS FEDERATION SPECIES.
 9. TURBOELEVATION ACCESS TO DECKS "C" TO "P". 14 FULLY INDEPENDENT TURBOELEVATOR CARS PROVIDE RAPID ACCESS TO ALL KEY AREAS.
 10. SHIP CONTAINS TWENTY LIFEBOATS IN TWO DIFFERENT LOCATIONS WITH A CAPACITY OF TEN PERSONS EACH.
 11. THERE ARE FOUR PERSONNEL TRANSPORTERS, TWO ON "F" DECK AND TWO ON "J" DECK. EACH CAPABLE OF TRANSPORTING SEVEN PERSONS. CARGO TRANSPORTERS ARE LOCATED ON "I" DECK AND HAVE A 144 CUBIC FOOT CAPACITY.
 12. STANDARD STATEROOM ACCOMMODATIONS CAN SUPPORT 274 PERSONS WITH THE EMERGENCY LIFE SUPPORT CAPACITY FOR 30% MORE.
 13. UNMANNED RESEARCH PROBES ARE STORED AND LAUNCHED FROM THE LANDING BAYS. STANDARD COMPLIMENT IS 32 PROBES.
 14. CLOAKING DEVICE IS TO BE USED WHEN OBSERVING A CULTURE IN THE PAST TO AVOID DETECTION. STANDARD POWER DRAIN FROM THE CLOAKING DEVICE GIVES FOUR HOURS OF USE WHEN SHIP IS RUNNING ON BATTERIES.
 15. THERE ARE 12 AIRLOCKS LOCATED THROUGHOUT THE SHIP. 2 COMMAND AIRLOCKS ON "C" DECK. 3 MAINTENANCE AIRLOCKS ON "H" DECK. MAIN GANGWAY HATCH ON "J" DECK. 3 MAINTENANCE AIRLOCKS ON "L" DECK. 2 CREW AIRLOCKS "M" DECK. AND ONE ACCESS AIRLOCK TO THE FINAL STAGE INTERCOOLER OF THE PRIMARY OF THE PRIMARY WARP DRIVE.
 16. RECREATION FACILITIES ARE LOCATED ON "I" DECK. AMONG THE ACTIVITIES OFFERED ARE BOWLING, RACQUETBALL, TACTICAL WARGAMES, AND SWIMMING.
 17. VESSEL IS EQUIPPED WITH TWO FOREWARD FIRING PHOTON TORPEDO TUBES. STANDARD ISSUE IS 12 MARK IV TORPEDOS.
 18. LANDING BAYS CAN ACCOMMODATE ANY FEDERATION STANDARD SHUTTLECRAFT. STANDARD COMPLIMENT IS 2 PERSONNEL SHUTTLECRAFT AND 4 WORKBEES.
 19. STORAGE AREAS ARE ACCESSABLE TO BOTH LANDING BAYS. THERE ARE 20 STAOAGE POD HOLDERS. CARGO TRANSPORTERS ARE LOCATED

U.S.S. HELEN PAWLOWSKI

CUTAWAY



- A DECK LIFEBOAT STATIONS, PHOTON TORPEDOS, TORPEDO STORAGE
- B DECK IMPULSE ENGINEERING
- C DECK MAIN ENGINEERING, CLOAKING DEVICE CONTROLS
- D DECK TURBOELEVATOR REPAIR, SECONDARY LIFE SUPPORT MACHINERY
- E DECK COMMAND BRIDGE, OFFICERS LOUNGE, LIFEBOAT STATIONS, COMMAND AIRLOCK
- F DECK BRIEFING ROOM, OFFICERS LIVING QUARTERS
- G DECK WATER STORAGE, SMALL ARMS ARSONAL, UPPER PHASER BANKS, STATEROOMS
- H DECK MAINTENANCE, FOOD SERVICES, LAUNDRY, BOWLING ALLEY, LIBRARY
- I DECK COMPUTER CORE, MEMORY, STORAGE BAYS, LIVING QTRS, RECREATION AREA, CHAPEL
- J DECK LANDING BAYS, STORAGE BAYS, LIVING QTRS, SICKBAY, TRANSPORTERS, SHUTTLE-CRAFT MAINTENANCE, MAIN GANGWAY HATCH
- K DECK BATTLE BRIDGE, FOOD PROCESSING AREAS, LOWER PHASER BANKS, TACTICAL SECTION, SANITARY WASTE RECOVERY, WATER STORAGE
- L DECK FIRE CONTROL, WEAPONS MAINTENANCE, WATER STORAGE, AIRLOCK
- L1 DECK EMERGENCY TRANSPORTERS, ENERGY CONDUIT, UPPER STORAGE CELLS
- M DECK BRIG, AIRLOCK
- N DECK SECONDARY ENGINEERING SERVICE AREA
- O DECK TRACTOR BEAM
- P DECK FORWARD SENSOR CONTROLS
- Q DECK SECONDARY WARP ENGINES, ENERGY CONDUIT, STORAGE CELLS

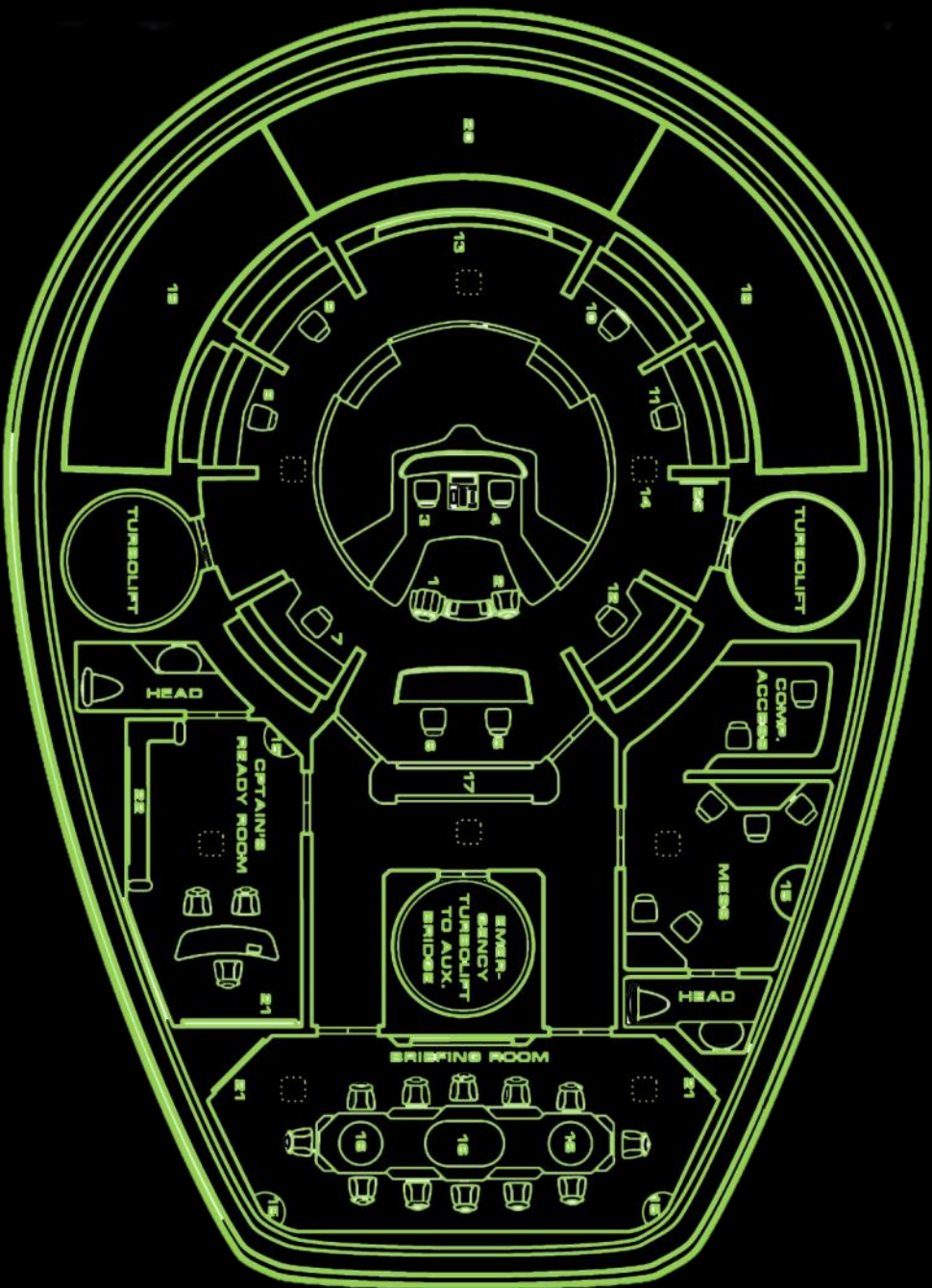
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PROPOSED BRIDGE UPGRADE

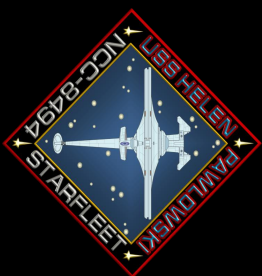


1. COMMANDING OFFICER
2. FIRST OFFICER
3. OPERATIONS
4. HELM/NAVIGATION
5. TACTICS/SECURITY
6. MISSION SUPPORT
7. ENGINEERING
8. MISSION OPS
9. ENVIRONMENTAL COMMUNICATIONS
10. TIMESLIP OPS
11. SCIENCE
12. MAIN VIEWSCREEN
13. HATCHES TO DECK 2 (8 PLACES)
14. REPLICATORS
15. HOLO EMITTERS
16. MSD
17. ENVIRONMENTAL SUIT STORAGE
18. EMERGENCY EQUIPMENT STORAGE
19. FRESH WATER STORAGE
20. VIEW SCREENS
21. SOFA/WART WORK
22. DEDICATION PLAQUE
- 23.

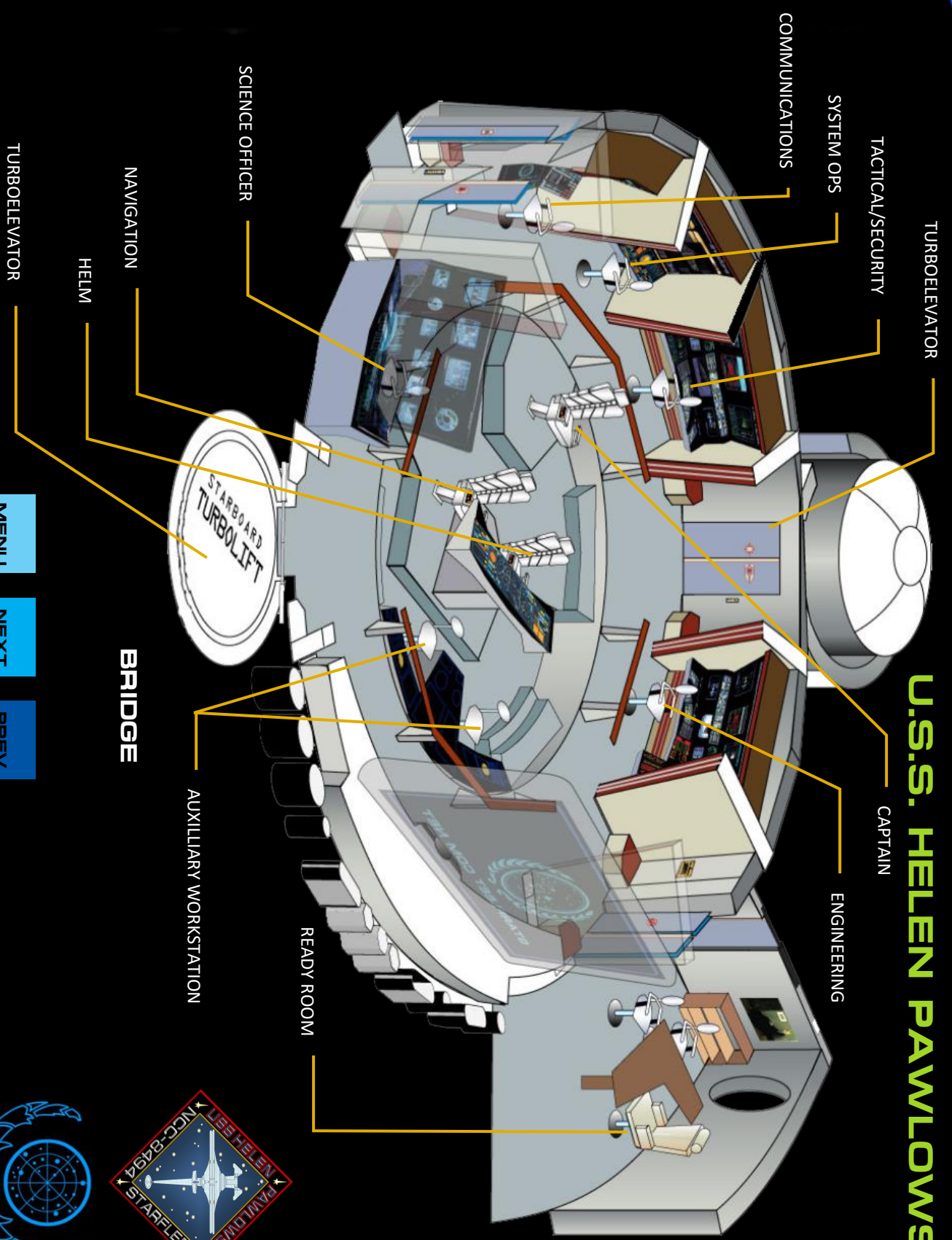
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U.S.S. HELEN PAWLOWSKI



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NCC-8494



PREV



USS HELEN PAWLOWSKI

STARFLEET REGISTRY NCC-8494 • LYNX CLASS STARSHIP
LAUNCHED STARDATE 201210.13 • SAN FRANCISCO FLEET YARDS
SOL SECTOR • UNITED FEDERATION OF PLANETS

STARFLEET COMMAND	FLEET OPERATIONS	RESEARCH & DEVELOPMENT	YARD ENGINEERS
FADM DAVE BLASER	RADM PAUL DYL	ENS JAMES NELSON	ADM ALEX ROSENZWEIG
LGN BRAN STIMPSON	ADM MARLENE MILLER	ENS GARY REYNOLDS	CDR MIKE MORROW
VADM MICHAEL DUGAS	ADM CINDY KRELL	ENS ASHLEY WALKER	FCPT RAYMOND QUINONES
ADM PEG PELLERIN	VADM JEFF HIGDON	ENS JESSICA REYNOLDS	
COM CHRIS CAROTHERS	VADM RUTH LANE	ENS HEATHER EIKES	
LGN LINDA OLSON	CDR CAROL DYL	2LT SAM PHILLIPS	CHIEF OF STAFF
	CDR MADONNA KRAVITZ	ENS CASSANDRA PHILLIPS	GENE RODDENBERRY

"OUR PAST IS OUR FUTURE"

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APPENDIX F CHAPTER FORMS

■	ACTIVE STARSHIPS DATABASE					
■	43	64	57320	92	49259	20
■	48	43	86394	95	91722	86
■	76	82	49088	38	15242	34
■	76	55	72976	85	52590	95
■	10	89	30555	67		

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USS HELEN PAWLOWSKI PROMOTION NOMINATION FORM



A Correspondence Chapter of STARFLEET International



A Region of STARFLEET International



The Star Trek Fan Association, Inc.

Nominee Information

Name:				Birth Date:	
Address 1:					
Address 2:					
City:		State:		Zip:	
Phone #:		Email:			

Nominee Chapter Information

SCC #:		Time in STARFLEET:	
Current Rank:		Time in Current Rank:	
Current Department:			
Current Position:			

Nominator Information

Name:				Birth Date:	
Address 1:					
Address 2:					
City:		State:		Zip:	
Phone #:		Email:			

Nominator Chapter Information

SCC #:		Time in STARFLEET:	
Current Rank:		Time in Current Rank:	
Current Department:			
Current Position:			

Promotion Request

Recommended Promotion to the following Rank:	
Does the Nominee Have At Least the Minimum Promotion Points Needed for Promotion?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has the Nominee Completed the STARFLEET Academy Officer's Training School?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has the Nominee Completed the STARFLEET Academy Officer's Command College?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Nominee Qualifications

Does the Department Chief Approve of the Promotion Request?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the Approving Authority Approve? (Promotion Board)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Commanding Officer's Signature:	Date:

USS HELEN PAWLOWSKI PROMOTION WORKSHEET FORM



A Correspondence Chapter of STARFLEET International



A Region of STARFLEET International



The Star Trek Fan Association, Inc.

Attach copy to Promotion Nomination Form

Name	SCC Number	Current Rank	Current Department
Address & Phone	Current Positions Held (all levels)		Chapter Address

1. SHIP'S OPERATIONS:

Become a Department Head _____ pts
 Become an Assistant DH _____ pts
 Become 2nd Officer _____ pts
 Become 3rd Officer _____ pts
 Newsletter Exchange _____ x5= _____ pts
 Newsletter Article Turned In _____ x2= _____ pts
 Submit a Report to Supervisor _____ x5= _____ pts
 Department Project* _____ x5= _____ pts

2. ATTENDANCE RECORD:

Attend chapter activity _____ x2= _____ pts
 If Distance is >50<100 _____ x1= _____ pts
 If Distance is >100 _____ x5= _____ pts
 Attend Another Chapter's Meeting _____ x2= _____ pts
 Attend a Convention _____ x10= _____ pts
 Work a Convention (per 3 hrs) _____ x5= _____ pts
 Provide Refreshments at Activity _____ x5= _____ pts
 Clean Up After Activity _____ x5= _____ pts

3. RECRUITING:

Recruit a new member _____ x5= _____ pts
 Work a Recruiting Table _____ x10= _____ pts
 Design Flyers _____ x5= _____ pts
 Post Flyers (per 25) _____ x1= _____ pts

4. STARFLEET:

Regional RDC Chief _____ x5= _____ pts
 Fleet DRC Chief _____ x5= _____ pts
 SFA Director _____ x10= _____ pts
 Completion of a SFA Course _____ x10= _____ pts
 SFA Academics Commendation _____ x5= _____ pts

5. UNIFORMS:

TWOK _____ x25= _____ pts
 NG/DS9/VOY/ENT _____ x20= _____ pts
 Other Uniform _____ x10= _____ pts
 Chapter T-Shirt _____ x5= _____ pts

6. CHAPTER SERVICE:

_____ x25= _____ pts

7. COMMUNITY SERVICE:

Donating a Pint of Blood _____ x2= _____ pts
 CPR/First Aid Courses _____ x10= _____ pts
 Highway Clean Up _____ x5= _____ pts
 Other Services <2 Weeks (Per 3 Hrs) _____ x5= _____ pts

8. RECURRING SERVICE:

Scouting (Boys or Girls per Month) _____ x1= _____ pts
 Youth Sports Coach (per Month) _____ x1= _____ pts
 Hospital Volunteer (per Month) _____ x2= _____ pts
 School Volunteer (per 5 Hrs) _____ x2= _____ pts
 Church Volunteer (per Month) _____ x2= _____ pts
 Fireman/Police/Prison (per Month) _____ x5= _____ pts
 Other * _____ pts

9. PUBLIC SERVICE:

Walk-a-thon _____ x5= _____ pts
 Telethon _____ x5= _____ pts
 Charities _____ x2= _____ pts
 Other * _____ pts

10. MILITARY SERVICE:

USAF, USA, USN, USMC, CG (per 3 Yrs) _____ x10= _____ pts
 Overseas Service (per Month) _____ x1= _____ pts
 Enlisted Ranks (per E Grade) _____ x3= _____ pts
 Officer Ranks (per O or W Grade) _____ x4= _____ pts
 Reserve/National Guard (per Month) _____ pts
 Military Dependent/Retiree _____ pts

11. NEWSLETTER:

Newsletter/Fanzine Editor _____ pts
 Submitting Article (Non-Original) _____ x1= _____ pts
 Submitting Article (Original) _____ x3= _____ pts
 Submitting Story for Fanzine _____ x3= _____ pts
 Art Work (Original) _____ pts
 Art Work (Non-Original) _____ pts
 Department Summary Report _____ x2= _____ pts

12. RECYCLING:

Aluminum/Glass (per 25 lbs) _____ x5= _____ pts
 Plastic (per 50 lbs) _____ x5= _____ pts
 Newspaper (per 30 lbs) _____ x5= _____ pts

Department Head Officer's Signature:		<input type="checkbox"/> Approval <input type="checkbox"/> Disapproval
Operations Officer's Signature:		<input type="checkbox"/> Approval <input type="checkbox"/> Disapproval
Commanding Officer's Signature:		<input type="checkbox"/> Approval <input type="checkbox"/> Disapproval

USS HELEN PAWLOWSKI

SHUTTLE APPLICATION FOR SPONSORSHIP



A Correspondence Chapter of STARFLEET International



A Region of STARFLEET International



The Star Trek Fan Association, Inc.

Please PRINT all applicable information clearly

Meeting or Correspondence	Club Name	How long has the club existed	Region
Previous Name (if any)		Ship Registry Number	

Commanding Officer Information		Executive Officer Information	
Name:		Name:	
Address:		Address:	
City:	State:	City:	State:
Postal Code:	Country:	Postal Code:	Country:
Phone: ()	SCC#:	Phone: ()	SCC#:
Email:	DOB:	Email:	DOB:
Please attach copy of STARFLEET Membership Card			
Signature & Date:		Signature & Date:	

City Of Charter:	City:	Club Mailing Address	Address:	
	State:		City, State:	
	Country:		Postal Code:	Country:

Please tell us about your club. When it started, history and any accomplishments

If your club has previously ben a chapter in STARFLEET, please tell us the circumstances for which you were decommissioned

USS HELEN PAWLOWSKI DEPARTMENT STATUS REPORT



A Correspondence Chapter of STARFLEET International



A Region of STARFLEET International



The Star Trek Fan Association, Inc.

Copy Distribution: 1. Chief Operations Officer 2. Department Files 3. Regional Department Chief

Report for month and year	Department Name	RDC Participation	FDC Participation

Department Crew	Last Department Meeting	Next Department Meeting	Department Newsletter	Last Publication

Department Head Officer Information	Assistant Department Head Officer Information

List all department crewmembers, duty positions, and SCC#

--

List all promotions and awards for this reporting period

--

List all graduates of STARFLEET Academy and the school/course from which they graduated

--

Current Department Activities

--

Problems, Questions, or Concerns (Please be specific)

--

Department Head Officer's Signature:		Date:
Reporting Officer's Signature:		Date:

USS HELEN PAWLOWSKI Medical Information Sheet



A Correspondence Chapter of STARFLEET International



A Region of STARFLEET International



The Star Trek Fan Association, Inc.

Crewmember Information

Name:					Birth Date:				
Address 1:									
Address 2:									
City:				State:			Zip:		
Phone Number:				Email:					
SCC Number:				Age:					
Height/Weight:				Sex:					
Current Department:									
Current Position:									

Existing Medical Conditions

Medications

Allergies

List Any ID Tags and their Location

Special Instructions and Emergency Contact information

Please Fill Out This Information Sheet Completely And Give to The Chief Medical Officer	This Information That You Have Provided Is Protected Under The Privacy Act Of 1974	Date Of Last Review:	Crewmember Signature:
Chief Medical Officer's Signature:			Date:

USS HELEN PAWLOWSKI Suggestion /Complaint Form



A Correspondence Chapter of STARFLEET International



A Region of STARFLEET International



The Star Trek Fan Association, Inc.

Crewmember Making Suggestion/Complaint

Name:					Birth Date:				
Address 1:									
Address 2:									
City:				State:			Zip:		
Phone Number:				Email:					
SCC Number:				Time in STARFLEET:					
Current Rank:				Time in Current Rank:					
Current Department:									
Current Position:									
Suggestion/Complaint									
Please provide details of Suggestion/Complaint									
Inspector General's remarks and recommendations?									
If a complaint, and the incident took place during a chapter activity, please indicate any witnesses etc.									
Inspector General's Signature:					Date:				
Commanding Officer's Signature:					Date:				

USS HELEN PAWLOWSKI

Department Transfer Request Form



A Correspondence Chapter of STARFLEET International



A Region of STARFLEET International



The Star Trek Fan Association, Inc.

Section I: Member to be Transferred			
Name and Rank:		SCC #:	
Address 1:		Phone:	
Address 2:		Email:	
City, State:		Zip Code:	

Section II: Current Department and Contact information			
Department:		Position:	
Primary Contact:			
Address 1:		Phone:	
Address 2:		Email:	
City, State:		Zip Code:	

Section III: Future Department and Contact information			
Department:		Position:	
Primary Contact:			
Address 1:		Phone:	
Address 2:		Email:	
City, State:		Zip Code:	

Section IV: Verification of Change of Department			
By signing this form, the member of the USS HELEN PAWLOWSKI NCC-8494 referenced in Section I above hereby attests to their intent to change their primary department affiliation from department listed in Section II to the department referenced in Section III.			

Crewmember Signature:		Date:	
Name:		Rank:	
DHO Signature: (Old)		Date:	
Name:		Rank:	
DHO Signature: (New)		Date:	
Name:		Rank:	
XO Signature:		Date:	
Name:		Rank:	
CO Signature:		Date:	
Name:		Rank:	

USS HELEN PAWLOWSKI Award Recommendation Form



A Correspondence Chapter of STARFLEET International



A Region of STARFLEET International



The Star Trek Fan Association, Inc.

Name:				Birth Date:	
Address 1:					
Address 2:					
City:		State:		Zip:	
Phone #:		Email:			

Nominee Chapter Information

SCC #:		Time in STARFLEET:	
Current Rank:		Time in Current Rank:	
Current Department:			
Current Position:			

Nominator Information

Name:				Birth Date:	
Address 1:					
Address 2:					
City:		State:		Zip:	
Phone #:		Email:			

Nominator Chapter Information

SCC #:		Time in STARFLEET:	
Current Rank:		Time in Current Rank:	
Current Department:			
Current Position:			

Award(s) Recommended

Medal of Honor	Meritorious Service Award	Legion of Honor	Johnathan Archer Award
Star Cross	Garth Order of Tactics	Daystrom Academic Award	Department of the Year
Distinguished Service Award	Phoenix Award	Silver Star Award	RDC of Excellence
Legion of Merit Award	Unit Distinguished Service	Starship of the Year	Cadet of the Year
Purple Heart	Unit Commendation	Starship of Excellence	Edith Keeler Award
Dearest Blood Decoration	Joint Meritorious Service Award	Shakedown Cruise	Staff Member of the Year
"Let Me Help" Award	Meritorious Unit Commendation	Chapter in Trng of Excell.	Newsletter of the Year
R1 Commendation	Campaign Citation	First Mission Citation	Communications Excellence
Good Conduct Decoration	STARFLEET "E" Ribbon	Support Ship of the Year	Chapter Spirit Citation
Final Frontier Award	Officer Training School	SFI/R1 Medal	Chapter Department Excell.
"Sol III" Award	Officer Command College	SFI/R1 Class of Excellence	Chapter Command Staff

Award Devices

	Small Bronze Star		Bronze V Device		Gold Oak Leaf		Large Bronze Star
	Small Silver Star		Bronze Oak Leaf		Arrow Head Device		Large silver Star
	Small Gold Star		Silver Oak Leaf		E Device		Large Gold Star
	Numeral #0		Numeral #1		Numeral #2		Numeral #3
	Numeral #4		Numeral #5		Numeral #6		Numeral #7
	Numeral #8		Numeral #9		Gold V Device		Palm Device

Award Qualification

Recommender's Signature:		Date:
DHO's Signature:		
Co's Signature:		

USS HELEN PAWLOWSKI Financial Report Form



A Correspondence Chapter of STARFLEET International



A Region of STARFLEET International



The Star Trek Fan Association, Inc.

FOR THE MONTH OF:		DATE PREPARED:	
BALANCE AS OF THE LAST MONTH:			
INCOME:			
	TOTAL INCOME:		
EXPENSES:			
	TOTAL EXPENSES:		
BALANCE AS OF:			
DATE REVIEWED BY REVIEWING OFFICER:	SIGNATURE OF REVIEWING OFFICER:	DATE REVIEWED BY CO:	SIGNATURE OF COMMANDING OFFICER:

USS HELEN PAWLOWSKI PROMOTION WORKSHEET FORM (SFMC/MACO)



A Correspondence Chapter of STARFLEET International

A Region of STARFLEET International

The Star Trek Fan Association, Inc.

Attach copy to Promotion Nomination Form

Name	SCC Number	Current Rank	Current Department
Address & Phone	Current Positions Held (all levels)		Chapter Address

1. SHIP'S OPERATIONS:

Become Marine/MACO OIC _____ pts
 Become Marine/MACO DOIC _____ pts
 Become Platoon Leader/Sergeant _____ pts
 Become Squad/Team Leader _____ pts
 Newsletter Exchange _____ x5= _____ pts
 Newsletter Article Turned In _____ x2= _____ pts
 Submit a Report to Supervisor _____ x5= _____ pts
 Department Project* _____ x5= _____ pts

2. ATTENDANCE RECORD:

Attend chapter activity _____ x2= _____ pts
 If Distance is >50<100 _____ x1= _____ pts
 If Distance is >100 _____ x5= _____ pts
 Attend Another Chapter's Meeting _____ x2= _____ pts
 Attend a Convention _____ x10= _____ pts
 Attend Marine/MACO Muster _____ x10= _____ pts
 Work a Convention (As a Marine) _____ x10= _____ pts
 Provide Refreshments at Activity _____ x5= _____ pts
 Clean Up After Activity _____ x5= _____ pts

3. RECRUITING:

Recruit a new member _____ x5= _____ pts
 Recruit a new member (Unit) _____ x10= _____ pts
 Work a Recruiting Table _____ x10= _____ pts
 Design Flyers _____ x5= _____ pts
 Post Flyers (per 25) _____ x1= _____ pts

4. STARFLEET:

SFA/SFMC COURSE _____ x5= _____ pts
 SFA/SFMC COMMENDATION _____ x3= _____ pts
 SFA/SFMC Director _____ x8= _____ pts
 Appointed Bn Level position _____ x4= _____ pts
 Appointed Regional/BDE position _____ x7= _____ pts
 Appointed Fleet Level position _____ x10= _____ pts

5. UNIFORMS:

TWOK _____ x25= _____ pts
 TOS/NG/DS9/VOY/ENT _____ x20= _____ pts
 Marine/MACO Class B or C _____ x10= _____ pts
 Chapter T-Shirt _____ x5= _____ pts

6. CHAPTER SERVICE:

_____ x25= _____ pts

7. COMMUNITY SERVICE:

Donating a Pint of Blood _____ x2= _____ pts
 CPR/First Aid Courses _____ x10= _____ pts
 Highway Clean Up _____ x5= _____ pts
 Other Services <2 Weeks (Per 3 Hrs) _____ x5= _____ pts

8. RECURRING COMMUNITY SERVICE:

Scouting (Boys or Girls per Month) _____ x1= _____ pts
 Youth Sports Coach (per Month) _____ x1= _____ pts
 Hospital Volunteer (per Month) _____ x2= _____ pts
 School Volunteer (per 5 Hrs) _____ x2= _____ pts
 Church Volunteer (per Month) _____ x2= _____ pts
 Fireman/Police/Prison (per Month) _____ x5= _____ pts
 Other * _____ pts

9. PARTICIPATE IN PUBLIC SERVICE:

Walk-a-thon _____ x5= _____ pts
 Telethon _____ x5= _____ pts
 Charities _____ x2= _____ pts
 Other * _____ pts

10. MILITARY SERVICE:

Any Countries Armed Forces (per 3 Yrs) _____ x5= _____ pts
 Combat Tour _____ x10= _____ pts
 Overseas Service (per Month) _____ x1= _____ pts
 Enlisted Ranks (per E Grade) _____ x3= _____ pts
 Officer Ranks (per O or W Grade) _____ x4= _____ pts
 Military Dependent _____ pts
 Military Retired _____ pts

11. NEWSLETTER:







Newsletter/Fanzine Editor _____ pts
 Submitting Article (Non-Original) _____ x1= _____ pts
 Submitting Article (Original) _____ x3= _____ pts
 Submitting Story for Fanzine _____ x3= _____ pts
 Art Work (Original) _____ pts
 Art Work (Non-Original) _____ pts
 Department Summary Report _____ x2= _____ pts

12. RECYCLING:

Aluminum/Glass (per 25 lbs) _____ x5= _____ pts
 Plastic (per 50 lbs) _____ x5= _____ pts
 Newspaper (per 30 lbs) _____ x5= _____ pts

Department Head Officer's Signature:		<input type="checkbox"/> Approval <input type="checkbox"/> Disapproval
Operations Officer's Signature:		<input type="checkbox"/> Approval <input type="checkbox"/> Disapproval
Commanding Officer's Signature:		<input type="checkbox"/> Approval <input type="checkbox"/> Disapproval

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	ACTIVE STARSHIPS DATABASE						
	43	64	57320	92	49259	20	
	48	43	86394	95	91722	86	
	76	82	49088	38	15242	34	
	76	55	72976	85	52590	95	
	10	89	30555	67			

MENU

NEXT

PREV





■	ACTIVE STARSHIPS DATABASE					
■	43	64	57320	92	49259	20
■	48	43	86394	95	91722	86
■	76	82	49088	38	15242	34
■	76	55	72976	85	52590	95
■	10	89	30555	67		

MENU

PREV



MEMBERSHIP HANDBOOK