

USS WHITE SANDS NCC-75027

MEMBERSHIP HANDBOOK



Version 1.4.1
Stardate: 202212.17

A Chapter of STARFLEET,
the International Star Trek Fan Association, Inc.

Table of Contents

- History of the Chapter..... 4
- Membership 5
- Ship Statistics 6
- Initial Command Staff 6
- Uniform 7
 - Minimum Uniform 8
 - General Uniform..... 8
 - SFMC Specific Items 8
- Marine Complement - 898th Marine Strike Group 10
 - Strike Group Organization..... 11
 - Marine Qualifications 12
 - Marine Uniforms 12
- Promotions 14
 - Club Meetings and Events 14
 - Miscellaneous 15
- Awards/Recognition Program 17
- Charities/Community Service Programs 22
- Chapter Finances..... 23
- Policy on Minors and Others Requiring Supervision 24
- Website References 25
- Abbreviations and Acronyms 26
- Appendix A – Sovereign-Class Heavy Cruiser 28
 - Statistics:..... 28
 - Interior Design Layout 28
 - Command and Control Systems 29
 - The Ready Room..... 30
 - Propulsion Systems and Main Engineering 31
 - Transporter Systems..... 32
 - Crew Support Systems 32

Medical Facilities.....	32
Crew Quarters	33
Auxiliary Spacecraft Systems	33
Escape pods.....	33
Appendix B – Chapter By-Laws.....	35
Appendix C – Promotion Point Table	47
Appendix D – Rank Promotion Points Worksheet.....	49
Appendix F.....	51
USS White Sands Award Recommendation Form	51

History of the Chapter

The idea for this STARFLEET Chapter was born at Albuquerque Comic Con, January 14th – 16th, 2022, when founding Executive Officer CAPT Bernard Dacey, and founding members BGN Earl Beighley and BGN David R. Reustle began discussing the idea of forming a new group in the area. Albuquerque had been without a STARFLEET Chapter for approximately 7 years since the folding of the prior Chapter, the USS Anasazi.

BGN Beighley found and contacted founding Commanding Officer FCAPT Laurie McFarland, who, despite being listed on STARFLEET's Memorial Wall, was not yet deceased. FCAPT McFarland contacted all parties involved and along with her husband, LT Jared Francis, arranged a business lunch for the original five members. At that meeting on February 12, 2022, it was decided to launch a new vessel in the Albuquerque area. The members voted on the name, class, and time period of the new USS White Sands, a *Sovereign*-class vessel in the 2370's.

The first VRR (Vessel Registration Request) was filed on February 18, 2022 and the USS White Sands officially launched on February 21, 2022. Additional founding members in the Albuquerque area began to join the group and the crew reached the required minimum of ten members just before its March 12, 2022 meeting.

On March 30, 2022, founding member BGN David Reustle was found deceased in his home. BGN Reustle's loss was reported to STARFLEET to appear on the Memorial Wall. And the ship created several memorials for him, including a physical shadowbox with BGN Reustle's rank and awards, and the naming of the Ship's Captain's Yacht.

On June 4, 2022, the By-Laws were approved at a Chapter meeting (attached to this document as Appendix B). This document was also approved on June 4, 2022. Subsequent updates have been made to this document (correcting typographical errors, adding information about the history of the ship, and the actual Commissioning Date of the ship) since that vote, so the Handbook has been updated to reflect those changes.

This Handbook was updated to coincide with the ship commissioning on August 27, 2022 and the USS White Sands has been serving the Albuquerque area ever since.

Membership

Everyone is welcome to participate in ship activities, whether a member of SFI or not. SFI dues are currently very minimal, so we do ask if that if an individual decides to participate on a regular basis (attending more than half the ship's activities in a 6-month period), we ask that individual to consider becoming a member of SFI and an official voting member of our chapter.

All persons under the age of 18 participating with the Chapter are considered "cadets," while all members over the age of 18 may choose to participate without rank (as "Federation citizens"), or as enlisted members or officers.

Also, at the present time, there are no local membership dues, so all a person has to do to become a member of the USS White Sands is simply announce that intention to the CO and XO. The CO and XO will help an individual select a ship's department most aligned with that person's preferred functions and welcome aboard!

Ship Statistics

Motto:

Slogan:

Unofficial Slogan:

Crew Complement:

February 21, 2022 (Launch date) – 6 members

August 27, 2022 (Commissioning date) – 13 members

January 1, 2023 –

Additional ship statistics can be found in Appendix A, *Sovereign-Class Heavy Cruiser*.

Initial Command Staff

At the first meeting on February 12, 2022, the members present decided to approve FCAPT Laurie McFarland and CAPT Bernard Dacey as the first CO and XO of the ship, respectively. The USS White Sands will have its first election for CO and XO in December of 2023, per the current By-Laws (attached as Appendix B to this document.)

The Command Staff for the White Sands consists of the following additional positions, filled by the initial department heads with the following real-world responsibilities listed below:

Department	Initial Department Head	Real-World Responsibilities
Communications		Primary Admin of Facebook page, maintaining webpage (if we have one), takes meeting notes
Engineering		creating/maintaining props (ship symbols)
Conn	Jared Francis	driver for events/activities

Medical		ensures the ship follows all current health and safety protocols. In charge of SFI medical programs (fitness challenges, etc.) Organizes CPR training
Operations	Aaron Jackson	Primary organizer for charitable events, in coordination with CO/XO
Sciences		Primary organizer of away missions (activities and events), in coordination with CO/XO
Tactical/ 898th MSG OIC	Mike Dethlefs	liaison to SFMC and/or MACO; OIC of Marine Strike Group aboard
Counselor		Chief recruiting officer; in charge of searching out and welcoming new members
Chief of the Boat	Guy Mackey	helps wrangle the crew on away missions; helps maintain good order on the ship; POC for any enlisted personnel issues.

Uniform

Uniforms are never required for any ship's activity. When uniforms are appropriate, they are highly encouraged. Additionally, the ship may create t-shirts or other ship-specific apparel in the future; but again, no crewmember is required to purchase or wear them to participate.

The ship's time period is post-2370, so uniforms from that time period are preferred, but crewmembers are welcome to wear any uniform from any Star Trek series or time period.

The STARFLEET Marine Corps and STARFLEET Special Operations have their own uniform manuals. The "Marine Forces Uniform Policies and Guidelines" and the "STARFLEET Special Operations Uniforms and Insignia" manuals respectively. Please

refer to these manuals for the specifics on the uniform guidelines for these departments. They can be found on their respective pages on the STARFLEET web site.

Minimum Uniform

For those who do not have or are unable to afford a uniform, a minimum uniform may be worn instead. The Minimum Uniform may consist of a department color (Fleet) or branch color (Marine) polo, with pants or jeans. A comm badge, rank insignia, collar brass for Marines, and the SFI or chapter/MSG member badge are authorized for wear with this uniform. Also, all head coverings are authorized. Please keep in mind the rules for wear of your intended head cover. A chapter or MSG specific shirt, whether a Polo or t-shirt, would also be appropriate.

Below is a list of suppliers for uniform items and accessories. Website information for these resources is included on page 15 of this book.

General Uniform

Amazon (amazon.com):

You can find any number of items for both Fleet and Marine uniforms. Various comm badges, rank insignia, Flight Suits, Steward jackets, etc.

Bad Wolf Costumes/Tailors Gone Wild

(badwolfcostumes.com/tailorsgonewild.com):

Patterns for uniforms from Star Trek TNG to Voyager/Nemesis and Enterprise.

Ebay (ebay.com) seller intergalactic:

Monster Maroon uniform patterns

Ebay (ebay.com) seller best-cos310:

Finished costumes from Chinese seller. Measurements are in cm, so be very careful – uniforms look great when made to correct specifications!

SFMC Specific Items

Glendale (glendale.com):

Ribbon attachments, Shoulder Cords, Ribbon Mounts, Guidon Streamers

Vanguard(vanguardmil.com):

Alternate source for some Ribbons, Ribbon Attachments

Quartermaster(qmuniforms.com)

Uniform items such as BDUs and Flight Suits for SFMC uniforms

Williams & Williams Inc. (nametags4u.com):

Name tags for Marine flight suits.

Medals of America (medalsofamerica.com):

Ribbon Mounts and Ribbon attachments

Snap Rack USA (snaprackusa.com):

Modular magnetic ribbon rack system

Marine Complement - 898th Marine Strike Group

The USS White Sands is now home to the 898th Marine Strike Group (Combined Arms-Medical and Aerospace). The primary Military Occupational Specialties for the 898th are Medical and Aerospace, but Marines from all branches and MOS's (Military Occupational Specialties) are welcome to serve in the unit.

The 898th was originally organized and attached to the USS Anasazi, the vessel previously in existence in Albuquerque. The Anasazi and the 898th were dissolved in 2014; however, many original members of the 898th are a part of this ship and decided to reform the MSG. The MSG was reactivated on board the USS White Sands on February 22, 2022 by initial OIC BDR Mike Dethlefs.

The following is information about the 898th MSG:

898th MSG Nickname: The Flying Medicine Men

898th MSG Motto: "A spoonful of sugar helps the phaser blast go down."

898th MSG Slogan: "This will only hurt a little."

898th Mission Statement: To protect the United Federation of Planets against all enemies, foreign and domestic, in accordance with the orders given to the Strike Group by the Commanding Officer, Forces Command, STARFLEET Marine Corps. These orders may include, but are not limited to: serving as an onboard security force for the USS White Sands, setting up and defending field hospitals, deploying its fighters in support of other units and their assigned operations or conducting assault landings, depending upon the situation.

898th MSG Officer-in-Charge: BDR Mike Dethlefs

The OIC is responsible for all Marine activities and is assigned to the USS White Sands as the Tactical Officer. The OIC makes all decisions regarding the MSG, in consultation with the CO and XO of the White Sands. The OIC is responsible for filing unit reports every other month and for reporting the state of the MSG to the Command Staff. The OIC is also responsible for making final award promotion recommendations to the USS White Sands Command Staff as well as to the 17th Brigade OIC and SFMC Headquarters.

898th MSG Deputy Officer-in-Charge: BGN Earl Beighley

Second in command of the 898th MSG, the Deputy Officer in Charge should be

ready to step into the OIC position in case the OIC is unable to fulfill his/her duties. This may be on a temporary basis or a more permanent basis. The OIC and DOIC should work closely together in case the DOIC needs to step into the OIC position, the DOIC will know what to do. The DOIC also serves as the personnel manager for the Strike Group and coordinates awards and promotion recommendations to the OIC for further evaluation by the USS White Sands Command Staff.

Strike Group Organization

The 898th MSG is organized into two sections (Medical and Aerospace) with additional detachments from other Branches of Service as needed to meet the desires of the Marines on board.

The Command Staff of the Strike Group is composed of the following individuals: OIC, DOIC, the two Section Chiefs (Medical and Aerospace), a Detachment Liaison (representing the interests of the additional detachments, if any, who may be assigned to the MSG), and the NCOIC (Non-Commissioned Officer-In-Charge, who is the senior enlisted member). The NCOIC is a non-voting member and serves on the Command Staff in an advisory role only, so that the interests of the enlisted Marines can be represented on the MSG Command Staff. The OIC, in his/her dual role as a Marine and as the USS White Sands' tactical officer, should also keep in mind the needs of the ship when considering the needs of the MSG aboard her.

The Section Chiefs, Detachment Liaison, and NCOIC serve at the pleasure of the OIC and may be replaced by the OIC if it is found that they are not performing their duties as required. These Marines are charged with maintaining their individual sections and reporting on the activities of their sections to the DOIC no later than the 25th of each month.

The OIC and DOIC shall be subject to regular votes of confidence by the members of the Strike Group, just as the CO and XO of the USS White Sands are as outlined further in this Handbook. The OIC and DOIC shall be elected at the same time as the CO and XO of the USS White Sands are elected (every two years). There is no limit to the number of two-year terms a person may be elected to serve.

Marine Qualifications

The only requirements to become a STARFLEET Marine is that the member must be a member in good standing of STARFLEET International and have completed Marine Basic Training (SFMC Course PD-100) as administered by the STARFLEET Marine Corps Academy. Marines may choose to serve primarily as a Marine (Active-Duty Marine) or as a member of STARFLEET (Marine Reserves).

With the exception of PD-100, if a Marine is in a leadership position and has not yet completed all of the required courses, s/he will have 60 days to complete the courses or resign that position.

Section Chiefs must be Marines, Commissioned Officers, and have completed the following additional SFMCA courses: PD-130 and depending on which section they are going to lead, either AE-291 and/or ME-221/ME-291 (or ME-301).

The Detachment Liaison must be a Marine, Commissioned Officer, and have completed the following additional SFMCA courses: PD-100, AE-100, AR-100, CE-100, MD-100, ME-100, IN-100, SO-100, and SU-100. (These courses are required so as to give the Detachment Liaison a basic familiarity with all prospective branches of service s/he may represent to the MSG Command Staff.)

The NCOIC must be a Marine, an enlisted member, and have completed the following additional SFMCA courses: PD-100, PD-130, PD-135, NCO-100, NCO-201, and NCO-251.

The OIC and DOIC must be Marines, Commissioned Officers, and have completed the following additional SFMCA courses: PD-100, PD-132, PD-135, PD-201, and an AE or MD qualification. It is additionally recommended, but not required, that they also take LD-100, LD-201, and LD-211.

Marine Uniforms

As with the STARFLEET members of her crew, the Marines of the USS White Sands are not required to wear uniforms. If a Marine chooses to obtain one or more uniforms for his/her use, s/he should consult with the Marines' Uniform Policies and Guidelines Handbook for a list of the approved uniforms, insignia, and where they can be obtained. Like the non-Marine members of the USS White Sands, the Marines have a minimum uniform option. In the case of the 898th MSG, this will consist of a black, dark grey, or Branch color polo shirt, black pants, and black

shoes. Refer to the Convention Minimum (1.11) entry in the Marine Uniform Policies and Guidelines Manual for further information.

Promotions

All members, upon first joining STARFLEET, may decide to simply be a Federation citizen (and therefore, carry no STARFLEET rank), or may choose to accept an initial rank of E-1 (either of Crewman Recruit if they are STARFLEET members, or of Private if they are STARFLEET Marines.) In order to be promoted to the Officer ranks, all a member must do is successfully complete STARFLEET Academy's Officer Training School (OTS) course with a minimum grade of Pass. That member is automatically promoted to O-1 (either Ensign if they are STARFLEET members, or Second Lieutenant if they are STARFLEET Marines.)

Other than the promotion to the Officer ranks, all promotions at the Chapter level are awarded to members based on the accumulation of participatory points in Club Meetings, Activities, and other Events, and the amount of time a member has spent in that current rank. This system is designed to be non-discretionary so that a member may advance in rank without regard to relationships with any other crew members.

This ship also recognizes the prior STARFLEET ranks that its members may have held due to their participation in other or previous STARFLEET vessels. We do not currently recognize rank from other Star Trek fan organizations.

Points for Participation are listed in the following table:

Club Meetings and Events

Event	Number of Points
Attendance	1 point
Attendance in Trek/Club Attire	2 points
Attendance in Uniform	3 points
Attendance in full Costume/Makeup	4 points
Hosting an Event	5 points
Assisting w/Hosting an Event	2 points
Excessive Travel to an Event (50+ miles)	Points x 2

Working at a Charity Event	Points x hours worked
Working at a Recruiting Event	Points x hours worked + 5 points for every new STARFLEET member recruited
Working at a Regional Event	Points x hours worked
Attending an International Event (not virtual)	Points x 3
Working at an International Event (not virtual)	5 x hours worked

Miscellaneous

Event	Number of Points
STARFLEET Membership for one year (as a member of the USS White Sands)	5 points
STARFLEET Academy/STARFLEET Marine Corps Academy Courses: Grade – Pass	1 point
STARFLEET Academy/STARFLEET Marine Corps Academy Courses: Grade – Honors	2 points
STARFLEET Academy/STARFLEET Marine Corps Academy Courses: Grade - Distinction	3 points
Miscellaneous Events/Activities that promote the Chapter or STARFLEET not listed above	CO's discretion

Appendix C, the Promotion Point Table, explains the number of points required for promotion to each rank and the time in grade requirement related to each promotion.

Promotions beyond Commander/Lieutenant Colonel are awarded as described in the STARFLEET International Membership Handbook section regarding rank, and cannot be changed by this Chapter. The scale in Appendix C, the Promotion

Points System, has a recommended number of points for these Fleet level promotions, but none of them can be guaranteed since the STARFLEET Executive Committee is the sole awarding authority for these promotions.

Additionally, Marine Enlisted Members of the crew may be promoted beyond the basic ranks into the Warrant Officer grades. The Warrant Officer grades are: 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). Warrant Officers need to choose a particular branch of the SFMC as a concentration, and any Marine wishing to advance into the Warrant Officer grades should announce that intention (along with their chosen branch of the Marine Corps) to the CO, XO, and Marine OIC for the 898th MSG.

Promotional requirements to the first Warrant Officer (WO) grade are as follows:

1. 3-5 years in service to the STARFLEET Marine Corps;
2. Hold the minimum rank of Sergeant;
3. Complete OTS (through SFA), and PD-100, IN-100, LD-100, and NCO-100 (through SFMCA);
4. Complete a minimum of the -20 level course in their chosen branch.

In order to advance beyond the WO grade, a member must complete the required point scale and serve two years in the prior grade to be eligible for promotion. Promotion to CWO-2 requires the Marine to complete the -30 course for their chosen branch as well as PD-20, LD-20, NCO-20, and IN-20. CWO-3 candidates must complete OCC, PD-15, LD-27, and NCO-30 to be eligible for promotion.

Warrant Officers who reach the rank of CWO-5 have only one option for further advancement: become a fully Commissioned Officer and continue their career advancement, at which time their accumulation of career points will be reset to zero, and they will begin to accumulate points again. Otherwise, a CWO-5 may continue to serve in that rank and assignment until they decide to retire.

The Executive Officer of the USS White Sands is the primary point of contact for any crewmember wishing to recommend another for promotion. The Executive Officer will keep a record for each member of the crew (utilizing the points worksheet attached to this Handbook as Appendix C, and including the CO and XO). Every six months, beginning in January of 2023, the XO will review each crewmember's status, and make recommendations to the CO regarding the eligibility of any crewmember for promotion. A list of names of those persons who

are eligible for promotion will be circulated to all members of the USS White Sands Command Staff for comment and recommendations. The Command Staff will have two weeks to make their comments and recommendations to the CO and XO. After the comment period, the CO and XO will meet to decide what promotions, if any, will be made for that time period. If a crewmember has earned the appropriate number of points and has the correct amount of time in grade, promotions will be granted.

All crewmembers are encouraged to keep a record of his/her own to keep track of individual promotion status. If a crewmember believes that s/he should have received a promotion at one of those intervals, but s/he did not, that crew member should contact the XO as soon as possible to discuss the issue. The XO is required to maintain the individual worksheets for each crewmember in order to discuss promotions with each crewmember should questions arise.

Awards/Recognition Program

Any member may nominate another member for chapter awards. The Command Staff will decide whether the potential recipient receives the awards. To nominate a member for an award, use the form attached to this handbook as Appendix F, USS White Sands Award Recommendation Form or contact your Department Head for a nomination form. Completed nomination forms should be sent to the XO. The XO will review all nominations for completeness and present them to the CS for a vote. The awards will be presented every year during the Commissioning Ceremony/Anniversary party.

Awards that are sanctioned by STARFLEET are listed below (all of these awards are considered Orders, 3rd class). Since these awards are presented by STARFLEET, they can take a period of 1-2 months to be sent to the chapter. If a member wishes to nominate a fellow member for these awards, they should send their nomination in to the XO at least 3 months before the Anniversary party. These awards may or may not come with a ribbon or other uniform designation. Upon a vote of the CS for an Order 3rd Class award, the CO will file the nomination with STARFLEET by filling out the appropriate nomination form.

Award	Area	Description
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Order of Axanar	Mediation or Problem Resolution	Awarded to member who has played a key role in problem resolution or mediation between STARFLEET members.
Order of Babel	Recruiting	Awarded to a member for activities in the area of chapter recruitment.
Order of Cochrane	Technology	Awarded to a member for activities in the area of technology support (such as webpage creation and maintenance, mailing list moderation, etc.) on behalf of the chapter.
Order of Darmok and Jalad	Outreach	Awarded to a member for a significant act of friendship or outreach shown to a fellow STARFLEET member, or for outreach to the community on behalf of the chapter.
Order of Dionysus	Recreational Event Planning	Awarded for excellence in planning, coordinating, and executing a chapter-related recreational event.
Order of Gaea	Ecology or Preservation	Awarded to a member for significant activities in the area of ecology or preservation. Activities need not be STARFLEET-related.
Grankite Order of Tactics	Event Planning	Awarded to a member for planning, coordinating, and executing a chapter-related business event (such as a Regional Conference or International Conference).
Order of Hawking	Accessibility	Awarded to a member for significant activities in making chapter events or resources accessible to disabled members.
Order of Herodotus	History or Recordkeeping	Awarded to a member for significant activities in preserving a chapter's history.

Order of Prentares	Space Research or Exploration	Awarded to a member for significant activity in promoting the cause of space research or exploration. Activities need not be STARFLEET-related.
Order of Roddenberry	Star Trek	Awarded to a member for significant activity in promoting Star Trek, development and implementation of fun, Star Trek-themed ideas, and Star Trek fandom as a whole.
Order of Samaritan	Volunteerism	Awarded to a member for significant activities in the area of charity work or volunteerism. Activities need not be STARFLEET-related.
Order of S'harien	Inventiveness or Craftsmanship	Awarded to a member for excellence in inventiveness or craftsmanship in an aspect related to their chapter.
Order of Surak	Scholarship	Awarded to a member for scholastic achievement outside of STARFLEET. Can be traditional schooling, vocational school, continuing education, etc.
Order of Tarbolde of Canopus	Writing	Awarded to a member for activities in the area of chapter fiction, or writing for chapter publications.

The White Sands will also present its own awards that are certificates only. These awards are local and do not come with any sort of uniform recognition. Additionally, these awards are given out based solely on their criteria; if no one has earned these awards, the awards will not be handed out. Unless the award specifically states that it is only awarded to one member, it may be awarded to any and all members that meet the criteria. These awards will be presented at the Commissioning Ceremony/Anniversary party, so nominations are due to the XO at least one month before the Commissioning Ceremony/Anniversary party date.

Award Name	Description
Medal of Valor	Awarded for heroism at the risk of personal safety. Requires nominations by two members in good standing, one of which must be a member of the Command Staff.
Distinguished Service	Awarded to any member for distinguished service to the chapter. Requires nominations by two members in good standing, one of which must be a member of the Command Staff.
Captain Kirk Award	Awarded to one adult member per year for outstanding service to the chapter. The member may be nominated by any member, but is selected by the Command Staff.
Captain Janeway Award	Awarded to one adult officer per year for outstanding service to the chapter. The officer may be nominated by any member, but is selected by the Command Staff.
Chief O'Brien Award	Awarded to one adult enlisted member per year for outstanding service to the chapter. The enlisted member may be nominated by any member, but is selected by the Command Staff.
Cadet Award	Awarded to one cadet member per year for outstanding service to the chapter. The cadet may be nominated by any member, but is selected by the Command Staff.
Transwarp Commendation	Awarded to any member for distinguished service during an away mission. Requires nominations by two members in good standing, one of which must be a member of the Command Staff.
Humanitarian Award	Awarded to any member who administers humanitarian aid (including first aid) to someone without placing his/her own life in danger.
Recruitment Medal	Awarded to any member who recruits at least 5 active members to the Chapter and STARFLEET International.
Departmental Commendation	Awarded by a Department Head to any member of their department who has made a significant contribution to that

	Department. Receipt of this award does not disqualify a member from receiving other awards.
Charter Member Award	Awarded to all adult crew members of the ship upon Commissioning as an active vessel.*
Cadet Charter Member Award	Awarded to all cadet crew members of the ship upon Commissioning as an active vessel.*
Reserve Corps Service Award	Awarded to any member in reserve, detachment or correspondence status who makes a contribution to the Chapter deserving of recognition.
Khitomer Medal	Awarded to any member wounded seriously enough to require medical attention during a Chapter function.
Freighter Service Award	Awarded to any member who provided transportation services during an out of town away mission, such as transporting gear or food items for a Chapter activity.
Crew Excellence Service Award	Awarded to any member who maintains at least a 90% attendance rate for all Chapter events for one calendar year.
Public Relations Award	Awarded to any member who served the Chapter during a convention.
Civil Service Award	Awarded to any member who participates in community service activities/events outside of regular Chapter activities.
Good Samaritan Award	Awarded to any member who participates in a Charity event in the Chapter's name.
Ambassadorial Service Medal	Awarded to any member who participates in an away mission with another Star Trek-related club. This may be cooperative or competitive, and must be done while obviously participating as a crewmember of the USS White Sands. Crewmembers who are also members of the same fan organization are not eligible.

Away Mission Award	Awarded to any member who participates in an away mission with another non-Star Trek-related club. This may be cooperative or competitive, and must be done while obviously participating as a crewmember of the USS White Sands. Crewmembers who are also members of the same fan organization are not eligible.
Shuttle Service Award	Awarded to any member who provides carpooling services to other club members during an out of town away mission. Family members are not included.
Civilian Achievement Award	Awarded to any civilian member who has made an outstanding contribution to the chapter.
10 Year Service Cross	Awarded to any member in good standing who has served the chapter as a member for ten years.
5 Year Service Cross	Awarded to any member in good standing who has served the chapter as a member for five years.
1 Year Service Cross	Awarded to any member in good standing who has served the chapter as a member for one year.

* - These awards will only be presented once at the Chapter's Commissioning Ceremony.

Charities/Community Service Programs

One of the founding principles of STARFLEET is to work to make each community a little bit better through the efforts of its members. While participation in Community Service programs and the support of charitable organizations is not required, it is highly encouraged for all crewmembers.

The crew of the USS White Sands has chosen to support the following charities and community service programs: Toys for Tots, Roadrunner Food Bank, Autism Speaks, Special Olympics, Extra Life, and Watermelon Mountain Ranch.

The Head of Operations is the member of the crew primarily in charge of organizing charity events. These events will be publicized to the entire Chapter,

so that everyone who is able to participate is aware of every volunteer opportunity.

Additionally, the 898th MSG may organize some charity events. Marine charity event participation is NOT limited only to active-duty Marines; all members of the Chapter are encouraged to participate if they are motivated to do so. MSG charity events will also be publicized to the entire Chapter.

When participating in charity events, crewmembers are encouraged to wear clothing that identifies them as members of the USS White Sands.

Chapter Finances

At present, members do not pay additional dues to participate in events with the USS White Sands. It is expected that regular participants will be paying members of STARFLEET (especially considering the minimal amount that is currently charged as dues by our parent organization).

This policy may be revisited at any time, should expenses occur for which the ship may need to be responsible. For the policy to be revisited, the issue of paying dues must be publicized to the crew through a Facebook page announcement, and the item must be properly placed on the monthly business meeting agenda. Dues may be required for participation based on a simple majority vote of the members present at a regularly-scheduled ship's business meeting.

Additionally, each member of the ship is expected to be responsible for his/her expenses should the ship participate in some sort of activity that requires payment (visiting a museum, seeing a movie premiere, etc.). In those circumstances, each member will either pay for himself/herself at the time of the event, or should one member have to arrange for a block of tickets, all members will reimburse that person before or at the time of the event. Most ship events are planned far enough in advance that no member should have to "float" someone else's attendance. Plan ahead and be polite to your shipmates.

After two violations of this policy, the organizing member of an activity is no longer required to count the abuser in the official head count of participants for an event, which may result in that person not being able to participate on that date. Additionally, further abuse of this policy may result in the member being asked to leave the ship.

Also, it is likely that some members of the crew may host a get together at their home (movie nights, bar-b-ques, etc.) If this is done, a sign-up sheet will be digitally posted on Facebook, where all attending crewmembers can list the items they intend to bring, if they are able to do so. Crewmembers should read those posts carefully and try not to duplicate items. No crewmember is expected to be responsible for all expenses for crew gatherings, and no crewmember is expected to pay more than s/he can afford to participate.

Policy on Minors and Others Requiring Supervision

All persons are welcome at USS White Sands events, but proper parental or guardian supervision is required for all children under 18 years old and any persons legally requiring additional supervision. No member of this crew is expected or required to provide transportation or supervision of an unescorted or unsupervised minor or other protected person. This rule is in place for legal reasons – this organization cannot and will not be legally responsible for the acts of minors and other protected persons, and nothing in this organization's by-laws require any member of the organization to assume liability for any potential injury or illness that may occur if a child or protected person is left unsupervised.

If this rule is not followed at a particular function, parents or guardians of those requiring supervision may be asked to take their charges and leave the event. Continued abuse of this rule may result in a request to cease participation with this Chapter.

Website References

[USS White Sands, NCC-75027, a Chapter of STARFLEET | Facebook](#) (USS White Sands' home page)

www.sfi.org (STARFLEET International's home page)

<https://sfmc.sfi.org> (STARFLEET Marine Corps' home page)

<http://region17.org> (Region 17's home page)

www.amazon.com (Uniform materials resource)

www.badwolfcostumes.com (Uniform materials resource)

www.tailorsgonewild.com (Uniform materials resource)

www.ebay.com, seller intergalactic (Uniform materials resource)

www.ebay.com, seller best-cos310 (Uniform materials resource)

www.glendale.com (Uniform materials resource)

www.vanguardmil.com (Uniform materials resource)

www.qmuniforms.com (Uniform materials resource)

www.nametags4u.com (Uniform materials resource)

www.medalsofamerica.com (Uniform materials resource)

www.fabric.com (Uniform materials resource)

www.moodfabrics.com (Uniform materials resource)

www.snaprackusa.com (Uniform materials resource)

Abbreviations and Acronyms

BDR	Brigadier
BGN	Brigadier General
CAPT	Captain
CDR	Commander
CO	Commanding Officer
COMM	Commodore
CRR	Crewman Recruit
CS	Commander, STARFLEET or Command Staff (when referring to the White Sands)
CQ	Communiqué
CWO	Chief Warrant Officer
DOIC	Deputy Officer in Charge
EC	Executive Committee (of STARFLEET)
ENS	Ensign
FADM	Fleet Admiral
FCAPT	Fleet Captain
FOS	Flag Officer's School
LCDR	Lieutenant Commander
LT	Lieutenant
LTjg	Lieutenant, junior grade
MGEN	Major General
MSG	Marine Strike Group
NCOIC	Non-Commissioned Officer-in-Charge
OCC	Officers' Command College

OIC	Officer in Charge
OTS	Officers' Training School
R17	Region 17
RC	Regional Coordinator
SFA	STARFLEET Academy
SFI	STARFLEET International
SFMC	STARFLEET Marine Corps
SFMCA	STARFLEET Marine Corps Academy
ShOC	Shakedown Operations
VCS	Vice Commander, STARFLEET
VRC	Vice Regional Coordinator
XO	Executive Officer

Appendix A – *Sovereign-Class Heavy Cruiser*

Statistics:

Length: 685 m
Beam: 250 m
Draft: 88 m
Max. speed: Warp 9.975+

Armaments

16 x Type XII phaser arrays. 1 x Rapid fire quantum torpedo tube 4 x Type 4 burst fire photon torpedo tube 4 x Standard photon torpedo tube with 300 rounds.

Defenses

Auto modulated shield system. Heavy Duranium/Tritanium Double hull plus 10 cm Ablative armor. High level Structural Integrity Field

Maximum Crew Compliment: 885

Interior Design Layout

In terms of deck layout, the upper sections of the *Sovereign-class* starship form the command section and living areas, while the lower decks house main engineering and fuel supplies. As is traditional, deck numbering descends from top to bottom. At the top of the saucer section is Deck 1, which houses the main bridge. This deck also holds the more recent modifications of an observation lounge, a ready room for the ship's captain, and an airlock with attached cabin.

Deck 2 encompasses the first of the many levels of crew quarters, with rooms for the highest-ranking command staff and an officer's mess hall. Decks 3 through 9 feature more officers' quarters, the forward and aft viewing lounges, science labs, the main shuttle bay, conduits for the optical data network, and the vessel's main computer core.

Decks 10 through 14 complete the primary hull of the *Sovereign-class* starship, and also encompass forward and aft cargo bays on Decks 10 and 11, and phaser systems on Deck 11. The stellar cartography department aboard the *Sovereign-*

class is located on Deck 11. Sensors and the secondary navigational deflector are found on Deck 12.

Deck 13, which is taken up almost entirely by deuterium fuel tanks, marks the real split between the habitable areas and the engineering and ship's storage sections. Main engineering and its related systems – such as the EPS power taps, the central matter/antimatter reaction chamber, support labs, and the engineering computer core – are spread over Decks 14 through 18.

Deck 14 is largely dedicated to engineering systems, and also feature the lower sensor platform. Decks 15 through 18 comprise the main navigational deflector array and an auxiliary bridge, which is also known as the battle bridge.

Deck 16 features the launch and retrieval mechanism for the captain's yacht. The yacht is lowered by a set of gantries until its engines extend to operational position and then it is free to maneuver.

The *Sovereign*-class is also equipped with an Astrometrics lab where a direct uplink with Starfleet Cartography can be established. Interference from nearby astronomical phenomena can interfere with the lab's link with Starfleet Cartography.

Command and Control Systems

The computer system on board the *Sovereign*-class is bio-neural gel pack-based. Computer systems are concentrated in two computer cores. The primary core is located directly below the main bridge on Decks 6 through 8. The secondary core is located in the engineering section, adjacent to environmental control, on Decks 15 through 17.

Primary operational control of the ship is provided by the main bridge, located at the top of the primary hull. The bridge directly supervises all primary mission operations and coordinated all departmental activities.

The central area of the main bridge provides seating and information displays for the captain and two other officers. The captain's chair is raised from the rest of the bridge officers to the height of the surrounding level, which includes tactical and operations. The two officer seats are equipped with fully programmable consoles for a variety of uses. Directly fore of the command area is the conn officer, who faces the main viewer. To the port side of the conn officer, also

facing the main viewscreen, is the operations officer's console, which is identical in size and design to the helm station.

At the very front of the bridge chamber is a large viewscreen. When the screen is not active, a standard bulkhead is present. Aft and to the left of the command area is an elevated platform on which tactical and security consoles are located. To the captain's right, behind the tactical console, is the mission operations section of the bridge. Against the starboard side walls of the main bridge are the consoles for sciences, along with others that are programmable for a multitude of functions.

Located against the aft wall of the bridge is a large master systems display monitor, similar to the one in engineering. All relevant ship information (such as damage, power distribution, etc.) can be displayed on this cutaway image of the vessel. This monitor can be used to direct ship operations and can be configured for limited flight control if necessary.

Also located against the aft wall of the main bridge is the large engineering console. This has a smaller cutaway diagram of the vessel, which displays all engineering-relevant data and shows warp fields and engine output.

There are two turbolifts on either side of the bridge. There is also an emergency ladder that connects the bridge to lower decks. Additionally, the bridge provides direct access to the observation lounge, which is located directly aft of the bridge, and the captain's ready room.

The Ready Room

The captain's ready room doubles as an office and a second private cabin in addition to the commanding officer's private quarters. It is located off the starboard side of the main bridge on Deck 1, and provides a place where the captain can work or rest while remaining next to the bridge in case of an emergency. Meetings between the captain and one or two people can also take place here.

In one corner there is a simple, narrow bed with a small bookcase over it. Toward the rear of the room is a desk with a computer console. In a corner behind the desk is a doorway which leads into a bathroom containing a sonic shower, a mirror, and an automatic sink.

Usually, the ready room is decorated by its current occupant by adding a number of personal ornaments.

Propulsion Systems and Main Engineering

Sovereign-class starships achieve warp flight through two warp nacelles, which house multiple pairs of warp coils. It achieves warp factor 9.995. There are two impulse engines, both located at the aft of the saucer section.

Main engineering contains the controls for the warp and impulse drive systems. Entrance to the primary engineering spaces is provided by two large blast doors, a pair each deck on Decks 15 and 16, that can be closed for internal or external security reasons, as well as in case of emergencies. It is much larger than on previous starship classes and is split into three levels to accommodate the warp core, which spans several decks.

The majority of controls are situated on the main deck (Deck 16) and an upper-level gantry. Arranged around the warp core stack are a number of control consoles that can be reconfigured to emulate all the command controls on the bridge.

The largest work station is the master systems display, which is used to monitor the status of all key systems and can comfortably accommodate four personnel. There are also various wall displays, including a schematic that shows the 'health' of the warp propulsion system.

The deuterium tanks are above the core, while antimatter storage pods surround the base of the core. Two large cylindrical tanks are positioned next to the warp core and contain highly dangerous plasma coolant. Two rectangular power transfer conduits feed off from the warp reaction chamber and angle out of main engineering to the port and starboard warp nacelles.

Additionally, there are numerous ladders and access panels to Jefferies tubes, leading throughout the starship. A second tier rings the second level of main engineering on Deck 15. Two ladders on the opposite ends of the catwalk provide access. By 2379, Starfleet began implementing a force field system around the warp reactor.

The *Sovereign*-class is equipped with a warp core ejection system. Normally used as a last resort measure when a warp core breach is in progress, in 2375 the

Enterprise-E used the capability in order to seal a subspace rift by remote detonating the ejected core.

Transporter Systems

The *Sovereign*-class starship includes at least four separate transporter rooms, capable of site-to-site transport. Unusually, the transporter console in a *Sovereign*-class transporter room is built into a wall opposite the transporter platform, from where the controls on the console can be seen. The transporters can be operated from both the tactical and engineering stations on the ship's bridge. A *Sovereign*-class starship is capable of beaming a single small vessel – such as a *Scorpion*-class attack fighter – aboard, even if the smaller craft is mobile.

Crew Support Systems

The *Sovereign*-class starship has the usual array of amenities available to the crew, including holodecks, gymnasiums, a ship's library, etc.

Medical Facilities

One large Sickbay facility, located on Deck 7, serves as the primary care facility on *Sovereign*-class starships. Equipped with six standard and one advanced biobed, Sickbay is also home to the chief medical officer's office and a small lab used for routine analysis of patients. Additionally, Sickbay comes with a new array of holo-emitters, allowing for the installation of the Emergency Medical Hologram, Mark 1.

The room itself is considered to be general purpose, and is often the location of regular crew physicals, appointments, and various medical emergencies – it can effectively handle the majority of situations that a starship crew faces. A second, smaller facility identical to an *Intrepid*-class sickbay is also present on Deck 16.

Located near sickbay is the counselor's office, a modest room approximately the size of a standard living room compartment.

Crew Quarters

The arrangement of living quarters is designed to be modular, so that at any time a particular area can be reconfigured to create larger or smaller residential areas. Most living areas are located on the upper and lower surfaces of the saucer section, offering residents a remarkable view of the starscape outside their windows.

As is common on Starfleet vessels, the living accommodations for senior officers and VIPs are larger than standard crew quarters. Officers' quarters usually include a living area in the center of the dwelling, including a personal workstation, couch, replicator, and a small dining area.

Connected to this is a bedroom that features a double-sized bed and room for personal belongings. Normally, the bedroom is connected by a half-bathroom with wash basin, mirror, toilet, several drawers, and a sonic shower. For senior staff, this bathroom was usually upgraded to a full-sized bathroom with bathtub.

Auxiliary Spacecraft Systems

Located at the dorsal stern of the primary hull, the main shuttle bay takes up a significant portion of the aft section of Decks 6 through 9 on the *Sovereign*-class. Due to the mission profile of the *Sovereign*, the shuttle bay extends further than normal for a vessel its size to accommodate runabouts and several shuttle craft.

The secondary shuttle bay is located at the very aft portion of the engineering hull. This bay, while smaller than the main facility, is just as capable of handling flight operations as the main shuttle bay.

In addition to shuttlecraft, the *Sovereign* class also features a captain's yacht, designed for special diplomatic missions. Due to the death of one founding member during the space trials of the USS *White Sands*, the Captain's Yacht shall be called the *David R. Reustle* in his memory.

Escape pods

The *Sovereign*-class starship carries a number of escape pods. In the event of a catastrophic emergency, these pods serve the same purpose as the lifeboats of a water-based vessel and ensure the continued survival of passengers and crew after abandonment of the primary vessel.

The escape pods are located throughout the *Sovereign*-class starship's primary and secondary hulls: there are two rows of pods on the dorsal side of the command saucer, and two on the ventral side. Further rows of pods line each side of the engineering hull.

Unlike the escape pods utilized on the *Galaxy*- and *Intrepid*-class, there is no outer hatch that opens for launch. Instead, the heat shield of the escape pod lays flush with the *Sovereign*-class ship's outer hull. Personnel enter the pods through hatches that line sections of the ship's corridors, and a situation display monitor is located between the pods.

Each hatch swings open on a hinge at the bottom, creating a short ramp from the floor of the corridor into the interior of the capsule. The pods are equipped with heat shields for atmospheric entry and landing if a suitable planet can be found.

Appendix B – Chapter By-Laws

USS WHITE SANDS, NCC-75027
STARSHIP REGULATIONS (By-Laws)

A CHAPTER OF STARFLEET,
THE INTERNATIONAL STAR TREK FAN ASSOCIATION, INC.

(Approved by vote of the crew on June 4, 2022)

Article I: Introduction

Part 1. The USS White Sands is a chapter of STARFLEET, the International Star Trek Fan Association, Inc. (hereafter “SFI”). As such, it is subject to all rules and regulations as set forth by the Constitution, Membership Handbook, and other official documents of the international association. All rules and regulations of SFI shall supersede any rules or regulations found in this document in cases of any discrepancy.

Part 2. Definitions:

Chapter – The smallest division of SFI, a chapter is the local group of SFI members that is organized into a ship. The USS White Sands is a Chapter of SFI.

Chief of the Boat (or “COB”) – The Senior Enlisted member of the USS White Sands. The COB may be a non-SFI member, but then would not have a vote on the Command Staff for any SFI matters. The COB will have the right to vote on any matter that affects only the USS White Sands and shall advise the CS on all other matters as the relate to Enlisted members of the crew.

Commanding Officer (or “CO”) – The president, chief representative, and chief administrator of the USS White Sands.

Command Staff (or “CS”) – The governing body of the USS White Sands. Consists of the Commanding Officer, the Executive Officer, and the Department Heads of the USS White Sands.

Crew – A collective term for the membership of the USS White Sands.

Crewmember – The term for each individual member of the USS White Sands.

Department – A division within the ship that is responsible for certain areas/tasks to keep the ship operating a peak efficiency. The Departments of the USS White Sands shall be: Communications, Engineering, Conn, Medical, Operations,

Sciences, Tactical, and Counseling. Additional Departments may be added at a later time as the need arises.

Department Head (or "DH") – Appointed leader of a given Department. The DH is responsible for representing the members of his/her Department and its sections to the Command Staff, and in that capacity, for setting and implementing policy for the ship.

EC/AB – The governing body of SFI and is comprised of the Executive Committee and the Admiralty Board. This is the leadership of SFI.

Enlisted Members – Individual members of the USS White Sands crew who have not taken SFI's OTS course. Enlisted crew can be members of SFI or non-members of SFI. All crew who are new to USS White Sands and SFI start as enlisted members.

Executive Officer (or "XO") – The vice-president of the USS White Sands, and the person ready to stand in any time the CO is unavailable for events or activities.

Rank – Fictitious designations given to each crewmember designed to reflect the accomplishments and service of the member to the USS White Sands and to SFI.

Region – Geographical organizational division within SFI that represents the chapter to STARFLEET Command.

Section – One of several divisions into which the members of the USS White Sands can be divided. Represented to the Command Staff by a Department Head. A section is an organizational unit, but may also serve as a committee for action or directives involving club activities.

STARFLEET, the International Star Trek Fan Association, Inc. (or "SFI") – The International Star Trek Fan Association is the parent organization to the USS White Sands.

STARFLEET Academy (or "SFA"): The educational arm of STARFLEET, offering courses in all sorts of disciplines, the Academy also provides courses that qualify crewmembers for command positions in a chapter.

Article II: Command Structure

Part 1: Commanding Officer (CO):

A) By order of the SFI Membership Handbook, each chapter of SFI shall designate a chapter chairperson, known as the Commanding Officer (CO).

B) Selection of a Commanding Officer:

Upon a vacancy in the position or during December of every odd numbered year, the Commanding Officer of the USS White Sands shall be

selected by popular vote of the crew. Any qualified member of the crew may submit him/herself as a candidate. The election shall be administered by (in order):

- 1) The outgoing CO, unless unable to do so or if s/he was removed by a vote of no confidence;
- 2) The current XO, unless s/he is running for the position of CO;
- 3) The most senior member of the Command Staff who is not running for the position of CO.

C) Qualifications for Commanding Officer:

The qualifications for the position of Commanding Officer (CO) are as set forth by SFI in the Membership Handbook, and modified as follows:

- 1) The CO must be a member of STARFLEET, International;
- 2) The CO must be 21 years of age or older;
- 3) The CO must have taken and passed SFI's Starfleet Academy Officer Training School and Officer's Command College courses.

D) Duties of the Commanding Officer:

The Commanding Officer serves as the president of the USS White Sands. The CO is responsible for the administration and supervision of the Chapter. The CO will also represent the Chapter to the Region and to SFI through regular reports as dictated by SFI and the Region, and will represent the Chapter outside of STARFLEET. The CO shall have the authority to make any and all decisions regarding operation of the Chapter or its activities, unless overruled or directed otherwise by the Command Staff or as stated elsewhere in this document or in the regulations of SFI.

E) Votes of Confidence:

In conjunction with the directives of SFI, "the Commanding Officer serves at the pleasure of the members of the local chapter." To ensure that the CO is complying with this directive:

- 1) There shall be a vote of confidence taken in December every even numbered year by the entire crew. Additionally, any member of the Command Staff can call for a vote of confidence at any time. It is the responsibility of the Department Heads to accurately represent the members of their department in this matter.

2) If the vote is against the CO, then a general election will be held, as outlined in Section B above. At this time, the current serving XO will assume the responsibilities of CO until the election can be held.

3) If the vote is tied, it will be recorded as a vote of dissatisfaction. In this case, there will be a second vote of confidence taken in two months. If the vote is again tied, there will be a third vote taken in two months. If the third vote is again tied, it will be considered a vote of no confidence and will result in a general election.

F) Protocol for a Vote of Confidence:

1) The vote of confidence will be taken by ballot and/or voice vote depending on the desires of the crew at the time of the vote;

a) Proxies are permitted for members of the crew who wish to have their vote cast at a vote of confidence, but are otherwise unable to attend the meeting themselves. In order for a proxy designation to be valid, it must be transmitted in writing (electronic or mail) to the XO and the proxy, naming the proxy and the vote that member wishes to cast. Proxies are required to be a member of the Command Staff.

2) The CO shall not be present in the room during discussions before and during a vote of confidence in order to allow the crew total freedom to discuss any and all related issues before the vote is taken;

3) Each ballot shall include an area for the crew to write down any concerns or problems with the CO and his/her command;

4) Ballots will be tallied by the XO, or by another officer appointed by the XO in the case that the XO is unable to carry out this duty. The tally will be written down, but all that is required is a simple notation of the number of votes for retention of the current CO and the number of votes against;

5) The member appointed the duty of tallying the votes will be responsible for communicating any concerns and/or problems expressed during the vote.

a) The CO will be informed of the results of the vote once the ballots have been evaluated by the officer appointed to do so.

b) The CO is not to see the original ballots so that the crew may cast their votes without fear of retaliation. The CO is permitted to see the tally generated by the XO or the officer who counted the votes.

G) Commanding Officer's Term of Service

The CO will serve for a term of two years, at the pleasure of the crew. During December of every odd-numbered year, there shall be a general election held. Any member in good standing (including the current CO), who meets the qualifications for the position of CO may submit him/herself as a candidate. The Commanding Officer's term shall begin on the first day of each even-numbered year and end on the last day of each odd-numbered year.

Part 2: Executive Officer (XO):

A) The Executive Officer serves as the Vice-President of the USS White Sands, and has all rights, privileges, and responsibilities of the CO under either of the following conditions:

- 1) If the CO is unable to perform the duties of his/her office, for whatever reason.
- 2) If the CO asks the XO to act in his/her place for whatever reason.

B) Qualifications for Executive Officer (XO):

The qualifications for the position of Executive Officer (XO) are set forth by SFI in the Membership Handbook and this document for the position of Commanding Officer.

C) Selection of the Executive Officer:

Upon a vacancy in the position, or during December of every odd numbered year, the Executive Officer of the USS White Sands shall be selected by the means of a popular vote. Any qualified member of the crew may submit him/herself as a candidate. The election shall be administered by (in order):

- 1) The outgoing CO, unless unable to do so or if s/he was removed by a vote of no confidence;
- 2) The current XO, unless s/he is running for the position of XO;
- 3) The most senior member of the Command Staff who is not running for the position of XO.

D) The Executive Officer serves at the pleasure of the members of the crew. To ensure that the XO complies with this directive:

- 1) There shall be a vote of confidence taken in December every even numbered year by the entire crew. Additionally, any member of the Command Staff can call for a vote of confidence at any time. It is the responsibility of the Department Heads to accurately represent the members of their department in this matter.

2) If the vote is against the XO, then a general election will be held, as outlined in Section C above. At this time, the current serving CO will appoint an XO until the election can be held.

3) If the vote is tied, it will be recorded as a vote of dissatisfaction. In this case, there will be a second vote of confidence taken in two months. If the vote is again tied, there will be a third vote taken in two months. If the third vote is again tied, it will be considered a vote of no confidence and will result in a general election.

E) Protocol for a Vote of Confidence:

1) The vote of confidence will be taken by ballot and/or voice vote depending on the desires of the crew at the time of the vote;

a) Proxies are permitted for members of the crew who wish to have their vote cast at a vote of confidence, but are otherwise unable to attend the meeting themselves. In order for a proxy designation to be valid, it must be transmitted in writing (electronic or mail) to the CO and the proxy, naming the proxy and the vote that member wishes to cast. Proxies are required to be a member of the Command Staff.

2) The XO shall not be present in the room during discussions before and during a vote of confidence in order to allow the crew total freedom to discuss any and all related issues before the vote is taken;

3) Each ballot shall include an area for the crew to write down any concerns or problems with the XO and his/her command;

4) Ballots will be tallied by the CO, or by another officer appointed by the CO in the case that the CO is unable to carry out this duty. The tally will be written down, but all that is required is a simply notation of the number of votes for retention of the current XO and the number of votes against;

5) The member appointed the duty of tallying the votes will be responsible for communicating any concerns and/or problems expressed during the vote.

a) The XO will be informed of the results of the vote once the ballots have been evaluated by the officer appointed to do so.

b) The XO is not to see the original ballots so that the crew may cast their votes without fear of retaliation. The XO is permitted to see the tally generated by the CO or the officer who counted the votes.

F) Executive Officer's Term of Service

The XO will serve for a term of two years, at the pleasure of the crew. During December of every odd-numbered year, there shall be a general election held. Any member in good standing (including the current XO), who meets the qualifications for the position of XO may submit him/herself as a candidate. The Executive Officer's term shall begin on the first day of each even-numbered year and end on the last day of each odd-numbered year.

Part 3: Department Heads:

A) The crew shall be divided into "Departments," each with a Department Head. Department Heads are appointed by the CO and confirmed by the Command Staff, as long as the Department Heads are willing and able to serve. Initial Departments and the responsibilities of their Department Heads for the USS White Sands are as follows:

- 1) Communications – Primary Admin of Facebook page, maintain webpage, takes meeting notes
- 2) Engineering – creating/maintaining props (ship symbols)
- 3) Conn – driver for events/activities
- 4) Medical – ensures the ship follows all current health and safety protocols. In charge of SFI medical programs (fitness challenges, etc.) Organizes CPR training.
- 5) Operations – Primary organizer for charitable events, in coordination with CO/XO
- 6) Sciences – Primary organizer of away missions (activities and events), in coordination with CO/XO
- 7) Tactical – liaison to SFMC and/or MACO; in charge of Marine Strike Group
- 8) Counselor – Chief recruiting officer; in charge of searching out and welcoming new members
- 9) Chief of the Boat – helps wrangle the crew on away missions; helps maintain good order on the ship

B) Department Heads shall take office on January 1st of each even numbered year, after approval by a majority vote of the Command Staff. Department Heads serve for the same two-year term as the CO who nominated them.

C) Department Heads may be removed during their term by a majority vote of the Command Staff (provided that 60% of the CS is present to cast their votes).

D) The Department Heads shall act as the representative of the members of in their Departments to the Command Staff, and shall make regular reports regarding the activities and concerns of their Departments to the XO as needed.

E) All Department Heads shall be Commissioned Officers (graduates of SFA's Officer Training Course), or become commissioned within 60 days of their appointment to the position, with the exception of the Chief of the Boat, who must be an enlisted member.

F) Department Heads may appoint Section Chiefs to head up various sections within their Departments as created by the Command Staff.

G) Department Heads may recommend that Sections within their Departments be created or removed as the need arises. This shall be accomplished by a majority vote of the Command Staff.

H) Additional Departments may be created by majority vote of the Command Staff at any time.

Part 4: Command Staff:

A) The Command Staff shall be the governing body of the USS White Sands. It shall consist of the Commanding Officer, the Executive Officer, and the Department Heads of the USS White Sands.

B) In all matters requiring a Command Staff vote, Department Heads shall represent the members of their Department with one vote. The CO shall not have a vote except in case of a tie vote, in which case the CO will cast the tiebreaking vote. The Chief of the Boat shall have a vote only on matters pertaining solely to the USS White Sands, in any matter involving SFI, COB shall act only in an advisory capacity to the CS on the needs of the enlisted members of the crew.

1) At least 60% of the current CS must be present at any vote of the CS for the vote to be valid, unless the vote is to confirm the new CS appointed after the biennial election.

2) Members of the CS may attend via electronic means if necessary and technologically possible.

Article III: Membership

Part 1: In accordance with the guidelines established by SFI, the membership, or "crew" of the USS White Sands shall consist of any individual wishing to:

A) Participate in the activities of the USS White Sands and/or;

B) Pay the annual dues, if any, as set forth by the Command Staff.

Part 2: Each member assigned to the USS White Sands shall be assigned to a "Department" of the crewmember's choice, with input from the CO and the Department Head involved.

Part 3: Each member of the USS White Sands may hold a fictional "rank," which is designed to represent the member's experience in and contribution to the USS White Sands and SFI. In accordance with the regulations of SFI, any rank above that of Commander/Lieutenant Colonel may only be bestowed by the authority of STARFLEET Command Leadership. Ranks up to and including Commander/Lieutenant Colonel shall be granted by the CS of the USS White Sands as explained more thoroughly in the Ship's Handbook. The following additional criteria shall apply to members of the USS White Sands' crew:

A) Those members of the crew who, for whatever reason, choose not to become members of SFI shall still be permitted to participate in local chapter activities, and may hold any enlisted rank awarded by the USS White Sands. These individuals (and all other enlisted personnel) shall be represented to the CS by the COB. The COB shall have full voting authority in all matters pertaining to the ship's local operations, but shall have only advisory authority in matters pertaining to SFI.

B) Those members of the crew who do not become SFI members shall be permitted to continue to advance in rank through the position of Chief Warrant Officer 4.

C) Rank only indicates a member's time in service to the ship and STARFLEET; in and of itself, rank is fictitious and carries no actual authority. No member of the crew is to "give orders" to another member of the crew; all activities on board the ship are voluntary.

Part 4: Expulsion from, and reinstatement to, the crew of the USS White Sands:

A) Any member of the USS White Sands may be removed by the CS for any reason, provided the protocol set forth below is followed:

1) Expulsion may only take place after a CS meeting with at least 60% of the current CS present for the meeting. At least 2/3 of the CS present must vote to expel the member for the vote to be effective. Any approved expulsion takes effect immediately.

2) Any person expelled, or who resigns from the USS White Sands and wishes to return to the ship, will be required to meet with the CS (at least 60% of the CS must be present) and petition for reinstatement, which will require the approval of a 2/3 majority of the CS present for the meeting.

Article IV: Procedure for changing USS White Sands Starship Regulations (By-Laws)

Part 1: Any member of the USS White Sands may propose changes or amendments to this document by submitting proposed changes, in writing, to his/her Department Head, the XO, and/or the CO.

Part 2: The CS shall vote on the proposal at a CS Meeting. This vote shall take place after ample publication and consideration of the proposal to all members of the crew. This time shall be determined by the CO, but it shall be no less than one month after the proposal is first published or submitted to the entire crew for review. A majority vote of all members of the CS is required to make any change or amendment effective. It is the responsibility of each Department Head to accurately represent the members of his/her Department in this matter. The CO will cast a vote only if his/her vote is required to break a tie.

Article V: Financial Operations:

Part 1: No club funds shall be spent by any member of the club, including the CO, without the approval of a majority vote of the CS.

A) Any dues set by the CS and assessed/collected from the crew are defined as club funds.

B) If club funds are assessed/collected, the CO will open a bank account specifically for club funds as required by SFI regulations.

C) Funds collected for specific activities (one member buys tickets to an event for all attending members, for example) do not require the opening of a bank account due to their temporary nature.

Part 2: The approval of the CO and at least one other member of the CS shall be required for any withdrawal of club funds from the club's account. The CO must maintain accurate accounting of the funds collected and allow any member of the crew to see that record and count the funds on hand at any time.

Part 3: The Command Staff must verify all expenditures of club funds.

Part 4: The Command Staff may set a local dues amount which will be required to be paid by all members of the USS White Sands. The membership fee shall be reasonable in amount and shall be used to help serve the needs of the chapter membership. This fee will be assessed by the CO and the rest of the CS and is a precondition for remaining a member in good standing of the USS White Sands.

A) The CS of the USS White Sands may vote to exempt an individual member from the requirement of paying local dues in extenuating circumstances.

B) The member must give an explanation of his/her current financial situation to the CS in writing. The CS will then take a vote with at least 60% of the current CS present for the meeting. At least 2/3 of the CS present must vote to exempt the member from dues for the exemption to pass.

Part 5: Any event organized and conducted by any member of the crew, on behalf of the USS White Sands (as mentioned in Part 1, C above) are specifically excluded from club funds and are not subject to the provisions of this Article.

A) Any donations solicited by the event host/organizer are considered to be donations to that person in order to offset the costs associated with the event. The host/organizer is required to maintain an accounting of donations and expenditures as well as the receipts for all expenses. The accounting and receipts are to be turned over to the CO for an audit and proper filing in the ship's record keeping system within two (2) weeks of the event.

B) Donations solicited during the event must be clearly identified as to their purpose (such as, restocking of consumable supplies, etc.).

C) Supplies and consumables donated, purchased, or used for, at, or from any of the events designated under this part are also designated as personal, not club, property and not subject to any provisions regarding club assets.

Article VI: General Orders:

The following General Orders are statements of policy held by the USS White Sands. These orders carry the weight of all other regulations, orders, and directives contained within this document.

General Order #1: The Prime Directive

The primary mission of the USS White Sands is for its crewmembers to have fun. It is the responsibility of the CS to ensure that activities and the environment they are held in, allow all participating members to have fun.

General Order #2: Open Door Policy

While the members of the USS White Sands are encouraged to use the chain of command, the CO and XO shall, at all practical times, be available to the members of the crew to answer questions, resolve disputes, or otherwise assist members as needed.

General Order #3: Non-Discrimination Policy

It is the policy of STARFLEET and the USS White Sands not to discriminate against any being on the basis of race, religion, gender, sexual orientation, or planet of origin.

General Order #4: Respect for Each Other

Please respect everyone else's fandom. Just because we all like Star Trek doesn't mean each member loves the same series and it also doesn't mean that someone else is wrong for disliking a series that another member loves. The same goes for all fandom material; an individual member doesn't have to like everything that the rest of the crew does, but under no circumstances is it okay to make someone else feel bad because of what they like or dislike. Constructive discussions about why someone likes/dislikes certain material are great, but just telling someone that a material is bad, stupid, etc., is not constructive. It harms no one to hear why someone else is passionate for a particular sci fi/fantasy genre that another member may not like.

General Order #5: Respect for Actual Authority

This ship will follow and respect the laws and ordinances of all states, pueblos, counties, cities, and other jurisdictions that our members may enter. That includes all health and safety protocols instituted by any level of government. We also will respect the rules and regulations of all businesses and other locations that we enter.

General Order #6: Applicability

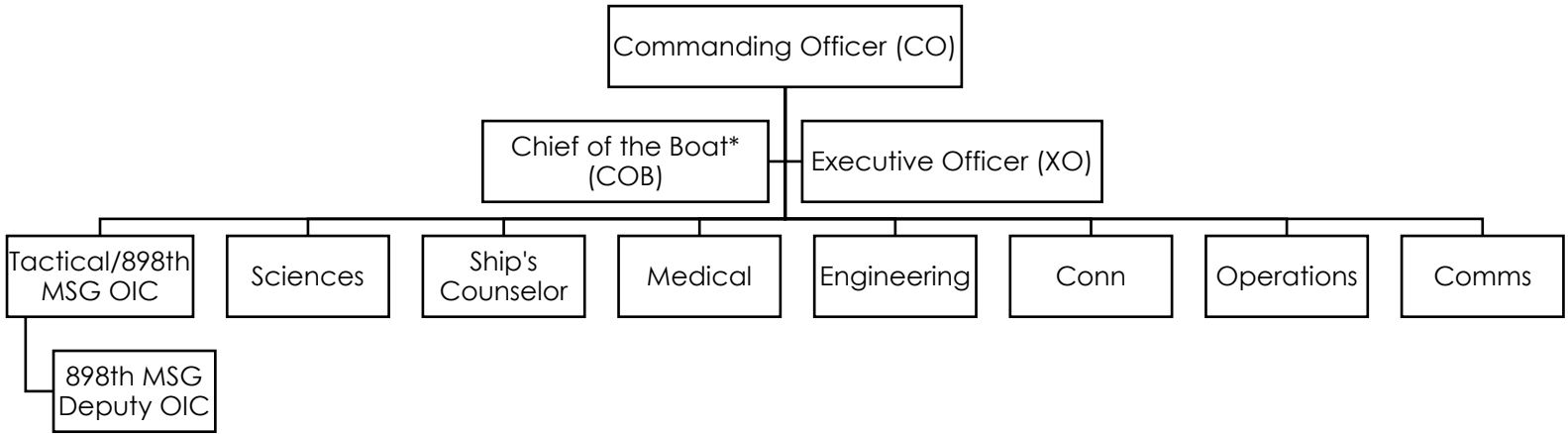
Every member of the crew is subject to these policies. If a member of the Command Staff is violating them, please bring it to the direct attention of the CO or XO. If the XO or CO is the violator, bring it to the attention of the other senior officer. All complaints of this nature are to be taken seriously and problems with leadership will be addressed, if necessary, by Regional Leadership.

Appendix C – Promotion Point Table

Officer/Enlisted Rank	STARFLEET Rank	SFMC Rank	Minimum Points	Maximum Points	Time in Grade
O-6 (and higher)	FLEET Level	FLEET Level	775	1000000	3 years (review)
O-5	Commander	Lieutenant Colonel	575	774	2 years
O-4	Lieutenant Commander, 1 st Class	Major, 1 st Class	375	574	2 years
O-4	Lieutenant Commander, 2 nd Class	Major, 2 nd Class	275	374	1 year
O-4	Lieutenant Commander, 3 rd Class	Major, 3 rd Class	175	274	1 year
O-3	Lieutenant	Marine Captain	75	174	6 months
O-2	Lieutenant, Junior Grade	1 st Lieutenant	25	74	6 months
O-1	Ensign	2 nd Lieutenant	0	24	6 months
W-5	(No equivalent)	Chief Warrant Officer 5	1100	1000000	2 years
W-4	(No equivalent)	Chief Warrant Officer 4	800	1099	2 years
W-3	(No equivalent)	Chief Warrant Officer 3	500	799	2 years
W-2	(No equivalent)	Chief Warrant Officer 2	300	499	2 years

W-1	(No equivalent)	Warrant Officer	145	299	
E-10	FLEET Level	(No equivalent)	695	1000000	3 years (review)
E-9	Master CPO	Sergeant Major/Master Gunnery Sergeant	595	694	2 years
E-8	Senior CPO	First Sergeant	495	594	2 years
E-7	Chief Petty Officer	Gunnery Sergeant	395	494	2 years
E-6	Petty Officer, 1 st Class	Staff Sergeant	295	394	1 year
E-5	Petty Officer, 2 nd Class	Sergeant	145	294	1 year
E-4	Petty Officer, 3 rd Class	Corporal	70	144	1 year
E-3	Crewman	Lance Corporal	30	69	6 months
E-2	Crewman Apprentice	Private, 1 st Class	10	29	6 months
E-1	Crewman Recruit	Private	0	9	6 months

Appendix E – Organization Chart



*All Department Heads are Officers (have taken OTS through STARFLEET Academy), except the Chief of the Boat, who is a senior Enlisted Member, with no required rank level.

Appendix F

USS White Sands Award Recommendation Form

Name of Award: _____

Nominee Information

Name: _____ Rank: _____

SCC# (if known): _____ Department: _____

Describe in detail the reasons why this person is deserving of this award. Attach any additional pages or relevant documentation.

Recommended for this award by:

Name: _____ Rank: _____

SCC# (if known): _____ Department: _____

Address: _____

Phone: _____ Email: _____

Signature of Recommending Member: _____

.....

For Command Staff use only

Award Approved

Award Denied

CO Signature _____ XO Signature _____

Date: _____