

STARFLEET

USS REGULATOR NCC-73337

CHAPTER HANDBOOK,
GENERAL ORDERS, AND
SHIP'S CONSTITUTION



REVISED AND
UPDATED

2011

The Chapter Handbook,
General Orders, and
Ship's Constitution
of the
USS Regulator,
NCC-73337



This manual is published by and for the *USS Regulator*, NCC-73337. The *USS Regulator* is a chapter in STARFLEET, the International Star Trek Fan Association, Inc..

STAR TREK and related marks are trademarks of CBS Studios Inc. Neither STARFLEET, any of its Regions or organizations, nor the *USS Regulator* hold any claims to any trademarks, copyrights, or other properties held by CBS Studios Inc., other such companies or individuals.

Published September 2011

Table of Contents

Handbook

Ship's History

Ship's Information (Revised 03/10/04, 09/17/11)

General Information

STARFLEET

Dues

Meetings

Newsletter

Uniforms

Merchandise

Chain of Command

Ranks

Ship's Division Structure

Command Division

Operations Division

Science Division

Services Division

General Orders (Revised 03/10/04, 09/17/11)

1.0: Rights of the Crew member

2.0: Ship's Ground Rules

3.0: Election Procedures

3.1: Special Elections

4.0: Vote of Confidence

5.0: Shuttle Personnel Status

6.0: Meetings

7.0: Marines

8.0: Klingons

9.0: Rangers

Constitution (Revised 03/10/04, 09/17/11)

Preamble

Article I: Primary Directive

Article II: Governing Regulations

Article III: Membership

Article IV: The Captaincy

Article V: Officers

Article VI: Promotion Review Board

Article VII: Disciplinary Action

Article VIII: Liability of Members

Article IX: Ship's Archives

Article X: Amendments to the Constitution

Article XI: Documentation

The *USS Comanche* was commissioned in October 1992. Our motto was "Spirit of Starfleet". She had six different CO's during her existence. The yearly fundraiser called "Quark's Casino" was invented by her longest assigned CO. She helped out numerous organizations and single persons through her fundraisers. Her crew distinguished themselves at the various Regional events especially the pool and dart tournament where two of her members were the champions for three years running.

Compared to other ships in the Fleet, she lasted longer than most and made her crew proud. She lasted long enough to celebrate her 10th anniversary before she was decommissioned due to age and general disrepair. However, due to the generosity of Fleet, she will still live on as the *USS Regulator*.

The *USS Regulator* came into existence when the *USS Comanche* needed to be upgraded to a more modern ship. The *Comanche* crew and her spirit live on in the *USS Regulator*. The *USS Regulator* is a *Achilles Class* Ship. She is designed for speed, stealth and power. Instead of regular exploration like the *Comanche*, the *Regulator* is more of a border patrol ship, protecting the planets of the Federation from those outside our boundaries.

Our members consist of not only STARFLEET personnel but also Klingons. We welcome all alien life forms. We have a detachment of Marines stationed on board. As a whole, the crew enjoys anything related basically to science-fiction -- be it Star Trek related or not. Our interests range from movies to TV to books to comics and includes mysteries and fantasy.

Ship's Information
Revised 031004, 091711

General Information

The USS *Regulator* is primarily a fan club. The purpose of club events and activities is to have fun together while pursuing our enjoyment of Star Trek.

STARFLEET

The *Regulator* is affiliated with STARFLEET, the International Star Trek Fan Association. As such, it has been assigned to Region 3 (Texas and Louisiana). The *Regulator* strives to be active on both the regional and international levels. For more information on STARFLEET, contact any Senior Officer. For more information on Region 3, contact the Ship's Regional Adjutant.

Dues

Club dues are \$2.00 a year, payable in January of each year, starting in January 2004. This will cover cost of Region 3 registration and newsletters that are mailed out. (Most newsletters are sent by email, which has cut down on the cost.) Dues may be submitted by mail or at a meeting. Members who have not renewed their dues by the March General Crew meeting will be removed from the club roster. (Revised as of October 2003).

Meetings

General Crew meetings are held the afternoon of the third Saturday of the month. The Department Heads will meet after the General Crew meetings to discuss any business.


Newsletter

All crew members will receive the ship's newsletter, *Regulators Charge*. This newsletter shall contain articles from the Department Heads concerning Ship's activities, Regional activities, conventions, and items of general interest. If space permits, it will also include a diverse selection of member-submitted articles, puzzles, artwork and/or fiction. Contact the Communications Officer for more information. Everyone is encouraged to contribute to this newsletter.

Uniforms

Crew members are not required to have uniforms. If members wish to wear uniforms to conventions or other events, they are free to select which style of uniform they wish to wear. A polo shirt with the club logo is considered a "ship's uniform."

Merchandise

Club T-Shirts and/or Shirts, which carry the official *Regulator* Logo  will be ordered periodically. Because of the cost of producing high-quality shirts, orders are taken on a prepaid basis only. Contact the Executive Officer or Commanding Officer to determine when the next order is anticipated.

The *Regulator* logo created 1991 & updated 2011

Chain-of-Command

The *Regulator* is not really a military organization, but we use a chain-of-command to streamline communications. If you have a problem or concern, please use the following chain-of-command:

Assistant Department Head
Department Head
Second Officer
Executive Officer
Commanding Officer
Vice-Regional Coordinator*
Regional Coordinator*
Starfleet Executive Committee*

*=Only Starfleet members may appeal to these bodies.

Ranks

For further enjoyment by the members, and in recognition of their efforts towards the club, the *Regulator* utilizes and awards the rank system used by Star Trek and recognized by Starfleet.

The following enlisted ranks are available to all crew members:

E-3	Crewman	Lance Corporal
E-4	Petty Officer, Third Class	Corporal
E-5	Petty Officer, Second Class	Sergeant
E-6	Petty Officer, First Class	Staff Sergeant
E-7	Chief Petty Officer	Gunnery Sergeant
E-8	Senior Chief Petty Officer	1 st Sergeant/Master Sergeant
E-9	Master Chief Petty Officer	Sergeant Major/ Master Gunnery Sergeant

For members who have passed STARFLEET's Officers Training School, the following officer ranks are available:

O-1	Ensign	2 nd Lieutenant
O-2	Lieutenant Junior grade	1 st Lieutenant
O-3	Lieutenant	Marine Captain
O-4	Lieutenant Commander;	Major
O-5	Commander	Lieutenant Colonel
O-6	Captain*	Colonel*

*= Grades above O-5 can only be awarded by STARFLEET's Executive Committee.

Ships Divisional Structure

The Ship's divisional structure is broken down into four main groups: Command, Operations, Sciences and Services. This section is to give you an idea of what each department is responsible for.

The Command Division is composed of the Commanding Officer, Executive Officer and Second Officer. The First and Second Officers may or may not hold an additional position on board the Ship. Command Division is not a department that a crew member may select – Command officers are either elected (Commanding Officer) or appointed (Executive Officer and Second Officer).

The Ship's Operations Division is made up of the Bridge Specialist, Chief of the Boat, and Communications Departments. The Science Division is comprised of the Counseling, Medical and Sciences Departments. The Ship's Services Division consists of the Engineering and Security Departments.

The organizational structure does not place any department over another, but is used to show the different functions of each division and where the departments lay within.

When selecting a department, keep in mind that the responsibilities listed here only reflect the planning and organization of such events. While individual departments may hold separate department functions, all crew members are invited and encouraged to participate in any club activity.

Command Division

Operations Division

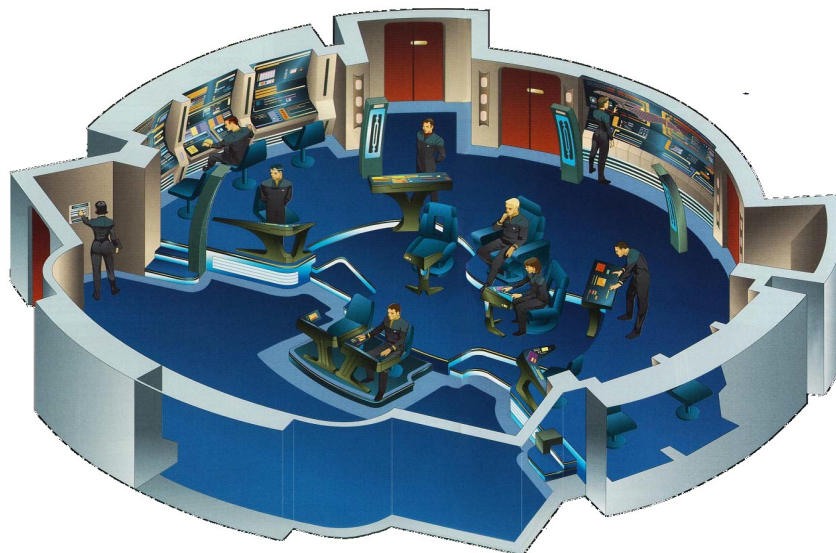
*Bridge Specialist Dept.
Communications
Chief of the Boat*

Science Division

*Counseling Dept.
Medical Dept.
Science Dept.*

Services Division

*Engineering
Security*



The Command Division



This is not a department but still has responsibilities relating to the smooth running of the ship. The division ensuring that the Constitution and General Orders of both Starfleet and the Ship are upheld. This is done by sending regular reports to Starfleet, calling and conducting meetings, and assigning any duties not listed here.

Operations Division



Bridge Specialist Department : maintains Ship's records, including membership files.

Break down of positions is as follows:

Bridge Specialist Officer (Department Head)

Asst. Bridge Specialist Officer

Operations Officer

Records Officer

Records Specialist

Quartermaster

Supply Specialist

Personnel Officer

Personnel Specialist

Commissary Officer

Commissary Specialist

Protocol Officer

Conn Officer

Shuttle Pilot

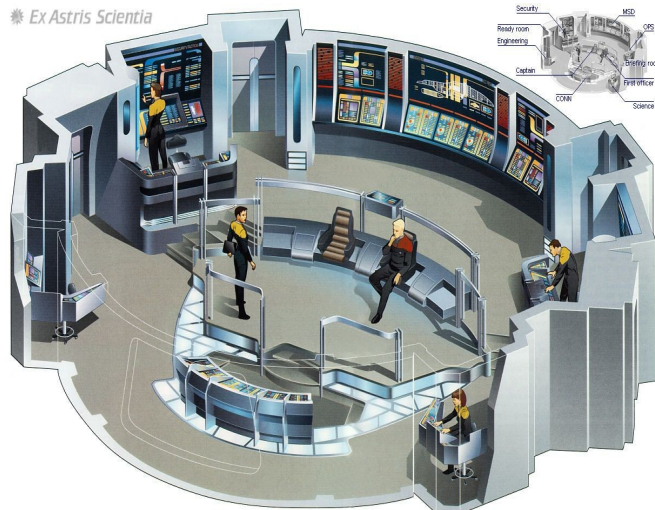
Flight Control Specialist

Extra-Vehicular Activities Specialist

Stellar Tacticians

Cartography Officer

Ex Astris Scientia





Communications Department: It is the duty of the Communications Department to be responsible for all newsletters, fliers, posters and other official documentation of the USS *Regulator*. The Communications Officer acts in the capacity of Managing Editor for all such materials.

Break down of positions is as follows:

Communications Officer (Department Head)

Assist. Communications Officer

Acoustics Officer

Acoustics Specialist

Linguistics Officer

Linguistics Specialist

Cryptology Officer

Cryptology Specialist

Communications Technology Officer

Communications Technology Specialist



Chief of the Boat: Represents all the enlisted members of the ship; takes care of the color guard of the ship. Makes sure all NCO's are receiving the training that they need. Calls meetings to order, takes attendance and performs as Master of Arms during said meetings. The Chief of the Boat is usually the senior non-commissioned officer. This department is a one-person

department.

Science Division



Counseling Department: Coordinates social activities, and assists the Cadet Corp Commandant in overseeing the Cadet Corp.

(NOTE: The members of the Counseling Department are specifically **not** responsible for psychological or psychiatric advice. They should not be considered an alternative to professional services.)

Break down of positions is as follows:

Ship's Counselor (Department Head)

Asst. Ship's Counselor

General Counselors

Chaplain Corps

Recreation Officer

Recreation Spec

First Contact Specialist



Medical Department: provides health-related information from news and internet resources, and coordinates CPR and First Aid Training for the chapter.

(NOTE: The members of the Medical Department are specifically **not** responsible for medical advice and/or treatment. They should not be considered as an alternative to professional services.)

Break down of positions is as follows:

Chief Medical Officer (CMO) (Department Head)

Assist Medical Officer

Ship's Surgeon

Medical Specialist

Ship's Dentist

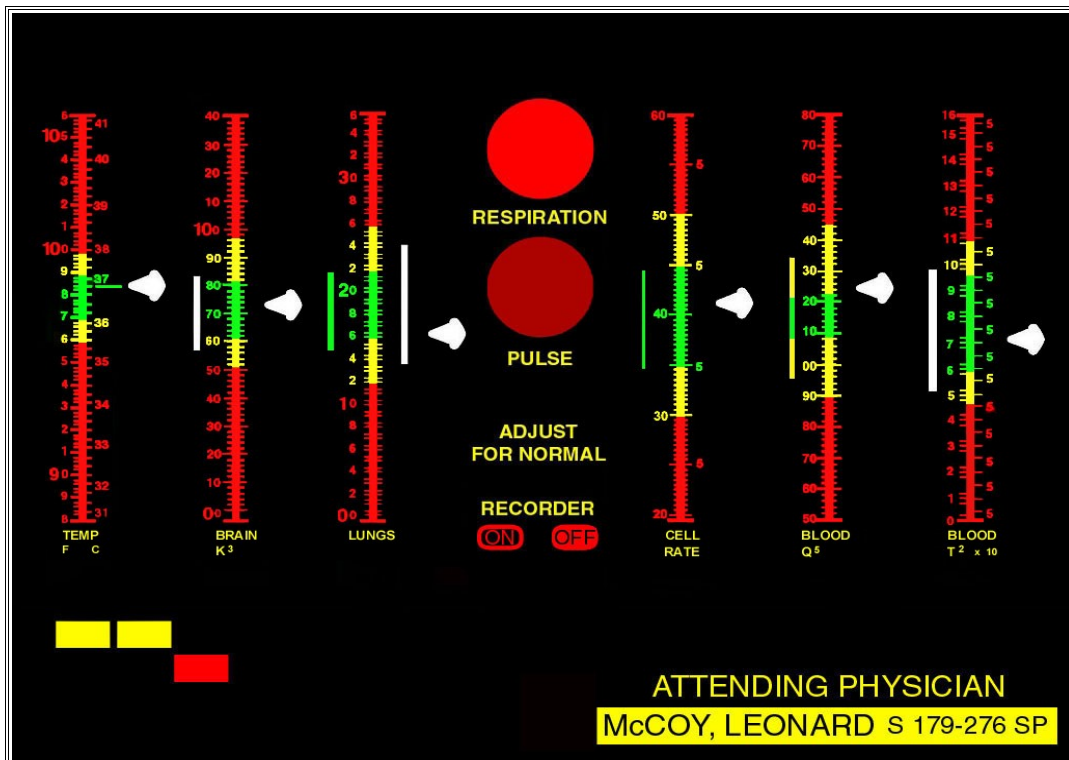
Dentistry Specialist

Head Nurse

Nursing Specialist

Corpsmen

Research Technicians





Science Department: keeps Ship's personnel informed of any new scientific developments. They inform the crew of any local science exhibits TV shows, or museums which may be of interest, and coordinates Away Missions to such exhibits or museums.

Break down of positions is as follows:

Chief Science Officer (CSO) (Department Head

Assist. Science Officer

Archeology & Anthropology Officer

Archeology Specialist

Anthropology Specialist

Alien Culture Specialist

Sociology Specialist

Parapsychology Specialist

Biology Officer

Biology Specialist

Xenobiology Specialist

Genetics Specialist

Cybernetics Specialist

Botany Officer

Botany Specialist

Xenobotany Specialist

Planetary Environment Specialist

Hydroponics Specialist

Physics Officer

Nuclear Physics Specialist

Astrophysics Specialist

Chemistry Specialist

Computer Science Officer

Computer Science Technician

Programming Specialist

Mathematics Specialist



Services Division



Engineering Department: responsible for planning and coordinating fund-raising activities. The activities include raising funds for the ship's treasury as well as any charities the members of the crew decide to support.

Break down of positions is as follows:

Chief Engineer (Department Head)

Asst. Engineering Officer

First Lieutenant

Damage Control Specialists

Maintenance Specialists

Small Unit Maintenance

Technical Services Officer

Alien Technologies Specialists

Environmental Specialists

Transporter Specialists

General Services Officer

Fabrication Specialists

Replicator Technicians

Structural Engineers

Holography Engineers

Propulsion Services Officer

Matter/Antimatter Specialists

Dilithium Crystal Specialists

Warp Field Specialists

Impulse Drive Specialists



Security Department: provides general security and maintains order at meetings. When necessary, they provide an escort or honor guard. The Security Department is responsible for organizing and coordinating civic service activities.

Break down of positions is as follows:

Chief of Security (Department Head)

Assist. Security Officer

Ordinance Officer

Ordinance Specialists

Planetary Tactician Officer

Planetary Tactician Specialists

Weapons Technician Officer

Weapons Technician Specialists

Assault Infantry Commander

Assault Infantry

Intelligence Officer

Covert Operations Specialists

Ship's General Orders

Revised 03/10/04

These orders outline the ground rules upon which the club will be run. The General Orders may be amended by a majority vote of Department Heads, as outlined in the Ship's Constitution Article II, Section 2. Each General Order is numbered for easy reference.

All references of people in this document are male for simplicity of language. There is no intention whatsoever to slight or accentuate any gender.

General Order 1.0: Rights of the Crew Member

Each crew member has certain rights designed to protect him. In no way does this listing of rights limit the legal rights of the individual. These rights include:

The right to choose his department and his level of involvement in that department.

The right of access to pertinent (non-private) club records, and to request an accounting of club funds.

The right to privacy.

- a. The member may choose not to have his phone number published. For administrative purposes, the command staff and the member's department head will have his address and phone number.
- b. The member's address will not be published. Only Department Heads will have access to his address. Any crew member who wishes to have another member's address must request the address from the crew member.
- c. Club rosters, phone numbers and/or addresses are not to be given or sold to any outside agency or person for any reason. This rule is binding for all crew members

The right of free expression. Please note that this right does not allow any member to make disparaging or offensive remarks to or about any other crew member.

The right to petition the Department Heads for a hearing.

The right to appeal any disciplinary action.

The right to bring complaint against the actions of any other crew member.

General Order 2.0: Ship's Ground Rules

No alcohol will be consumed at club meetings or functions – until after the hour of 9:00 p.m. and only when discussed ahead of time and announced to all parties concerned.

Any club member who, at a club event gives alcohol to a minor or allows alcohol to fall into the hands of a minor not their child or spouse will have their membership immediately suspended, pending a vote of termination. The appropriate authorities may be notified.

No person may recruit club members for a separate group unless he is a member of the club. Such recruitment, when it takes place, must be on an individual basis, and not an open recruitment. Any such group within the Ship must be an organization recognized by STARFLEET.

Under no circumstances is any club member to attempt to enforce his own moral code upon the club as a whole.

All crew members are expected to maintain proper decorum at all times. Remember, what you do reflects on all of us.

General Order 3.0: Election Procedures (revised 09/17/11)

Elections will be held biannually, during the April ship's meeting, in odd-numbered years (2011, 2013, 2015, etc). The new administration will officially take office at the end of the current Command Staff's term of office (May of that year). This interim period is designed to allow for a smooth transition between one administration and the next.

In order to be eligible to vote in departmental elections, the member must be a paid member of the club and have been in the department for a minimum of two months. The member does not have to be a member of STARFLEET, The International Star Trek Fan Association, Inc. ("National Member")

In order to be eligible to vote for Commanding Officer, the member must have been in the club for a minimum of three months, be a paid member of the chapter (in other words, he has paid his ship's dues for that year), and be 18 years old or older. The member does not have to be a member of STARFLEET, The International Star Trek Fan Association, Inc. ("International Member")

In order to be eligible to run in a departmental election, the candidate must be either an officer with OTS, an NCO or a cadet in good standing, and must be eligible to vote in that election. [In the past department heads have all been officers, however, circumstances have occurred which prevented this from occurring (Revised October 2003) (Revised September 2011)] In order to be eligible to run for Commanding Officer one must meet the requirements set in the Ship's Constitution, as well as meet the requirements of STARFLEET, The International Star Trek Fan Association, Inc. In addition, one must have completed both Officers Training School and Officers Command College, and

either a) served as a Senior Officer (a Department Head or member of the Command Staff), or b) have been a member of the Ship for a minimum of six months.

Commanding Officers may serve no more than two consecutive terms – in other words, no more than four years in a row. [(September 2011)]

Nominations for all positions will be taken at both the February and March crew meetings. Each nomination must be seconded. A person cannot nominate themselves. Nominations are closed at the end of the March crew meeting.

At the February meeting, an Election Officer will be appointed who is not running for any office at this time. This person will handle the election of Commanding Officer and Department Heads.

At the April meeting, the Election Officer will pass out ballots to all members present who are eligible to vote. Members who are eligible to vote but are unable to attend the April meeting may, at their discretion, either (a) give their proxy to another voting-eligible member before the April meeting, (b) send their vote (either by email or physical mail) before the April meeting to the Election Officer, or (c) abstain from voting. The Election Officer will then count the votes. [(Revised September 2011)]

The Election Officer shall notify the Commanding Officer as to which candidates received the most votes. In the case of a tie, the Election Officers will notify the Commanding Officer, and a runoff election will be held involving only the candidates involved. If a second tie results, the final decision will be made by a majority vote of the Department Heads.

After elections, the newly elected Department Heads may choose their Assistants. In the case of the Executive (First) Officer, the nominee must be ratified by the newly elected Department Heads, and the nominee must also meet any requirements set by STARFLEET, The International Star Trek Fan Association, Inc. If the nominee is not ratified by a majority of Department Heads, the Commanding Officer must nominate another person for that position and follow the same procedure until such time as a person is ratified. At the discretion of a majority of Department Heads, if the designated Executive Officer is a Department Head, he may continue to serve as that department's Head, or that department shall elect a new Department Head by the same procedures previously outlined. [In the past, an Executive Officer had to resign from the post of Department Head if he was one to become Executive Officer. (Revised September 2011.)]

Once a position is filled, whether by an officer, NCO, or cadet, that position will be considered filled until the next election. In the event the individual has to step down, then it will be open to all the members.

If, for some reason, a new Officer cannot be elected for a department, the Commanding Officer may, at his discretion, choose a Department Head as outlined in General Order 3.1, "Special Elections".

All candidates should keep in mind that “mudslinging” campaigns or superfluous disparaging remarks made about one’s rivals will be considered according to Constitutional guidelines, and may be subject to disciplinary action.

General Order 3.1: Special Elections

A. Department Head:

If a department head resigns his position before the end of his term, the Commanding Officer and Department Heads shall select a replacement to serve the remainder of the term as outlined herein:

A Notice of an open Department Heads position will be given at a general crew meeting and in the ship’s newsletter. A deadline of at least 2 weeks and no more than 2 months will also be announced for applications of interested candidates.

Candidates must submit a written Letter of Interest in the open position. Letters of Interest must be received by a Command Department officer (CO, XO, 2nd Officer) by the deadline date.

Candidates must meet all normal requirements for running in a Department Head election, as outlined in General Order 3, including membership in the department in question. If, and only if, there are no applicants who meet the above requirements, the Department Heads may consider candidates who do not meet one or more of the requirements.

Department Heads discuss the applications and then a vote on the candidates will be held until one is chosen.

B. Commanding Officer:

In the event that a Commanding Officer is unable to complete his term, a special election will be held.

In order to run for Commanding Officer, a candidate must meet all normal requirements as set by STARFLEET, the Ship’s Constitution, and the General Orders.

In order to vote, you must be a paid member of the club in good standing. You must have been a member for a minimum of three months.

Nominations will be taken at a General Crew Meeting determined by the Department Heads. The club members must be notified in advance. A person can not nominate himself. Each nomination must be seconded.

Nominations must be accepted or declined at the time they are made. A crew member who wishes to run but cannot attend the meeting may send

written acceptance, in case they are nominated. Verbal acceptance from people not present will NOT be allowed.

IF THERE IS ONLY ONE ELIGIBLE CANDIDATE, THAT PERSON WILL BE DECLARED THE NEW COMMANDING OFFICER. NO ELECTION WILL BE HELD.

An Election Officer will be appointed by the Department Heads. This must be a Senior Officer who is not running for Commanding Officer.

The election will take place at a General Crew Meeting specified by the Department Heads, within two months of the nominations. The Department Heads may also specify a mail-in address for ballots. If mail-ins are allowed, a dead-line for the receipt of ballots must be given.

The Election Officer will tally the ballots, and notify the Department Heads of the results. In the case of a tie, a runoff election will be held. Only those candidates in the tie will be involved. If a second tie results, the final decision will be made by a majority vote of the Department Heads.

The newly elected Commanding Officer will take office at the next meeting or event, and will serve the remainder of the term, until the next General Election. The new Commanding Officer has the option of appointing a new First Officer, to be ratified by the Department Heads.

General Order 4.0: Vote of Confidence

Should the general membership of the club come to feel that the Commanding Officer is not acting in the best interest of the club, a vote of confidence may be called.

A petition for a vote of confidence, signed by two-thirds of the Ship's complement, may be submitted to any Senior Officer (Department Head or Command Staff member). The petition must include specifics as to the reason for this action. This officer then becomes the Coordinator for the Vote of Confidence proceedings. The Coordinator is not required to reveal the original source of the petition. If so requested by the petitioner, the Coordinator must specifically refrain from revealing the originator. Vote of Confidence proceedings will also automatically take place if the Commanding Officer is guilty of a serious offense as stated in Article VII, Section 4.

The Coordinator must notify the Captain of Vote of Confidence proceedings within 10 days of receiving the petition.

The Captain will have 10 days after the Coordinator's notice to present justification for his actions to the Coordinator.

Within 30 days of the Captain's answer, the Coordinator must notify the club membership of the Vote of Confidence proceedings, the nature of the complaint, and the Captain's responses. A ballot card will be included.

At the second meeting following the notification, a vote of the crew will be taken. Any crew member who is unable to attend may choose to mail his ballot to the Coordinator.

If a 3/5 majority of the Ship enters a vote of "No confidence" against the Captain, he will be asked to step down immediately. A special election for interim Captain will be held, and the new Captain will serve until the next General Election.

If the motion falls to carry by the required margin, no further action will be taken. The Captain is specifically barred from taking punitive actions against the real or perceived originator of any Vote of Confidence petition.

A Captain may not be subjected to a Vote of Confidence during a period of 90 days after assuming the position of Commanding Officer, or for a period of 120 days following the successful result of a Vote of Confidence.

General Order 5.0: Shuttle Personnel Status

When the Starship *Regulator* is serving as Mothership for a Starfleet Shuttle, any members of the Shuttle who have paid their dues to the *Regulator* will continue to be full members of the *Regulator*, with all the rights and privileges of such membership. In recognition of the dual status held by Shuttle members, the following special privileges are authorized:

Administration

Although the Shuttle nominally reports to the Ship, it shall be considered a separate entity. As such, the Shuttle may conduct unilateral activities, if desired. The Command Staff and Department Heads of the Ship may make recommendations to the Shuttle's officer complement, but it is up to the Shuttle staff to make their own decision. It is the goal of the Ship to make any Shuttle self-reliant as soon as practical. The following administration guidelines shall be observed:

The Commanding Officer and the Executive Officer must join the Starship *Regulator* and must select a department on board the Ship. As always, the individual retains the right to decide his/her/its level of involvement in that department.

Under no circumstances are members of the Shuttle to be denied notification of, or admittance to, any Ship's function on the basis of Shuttle membership.

The Shuttle shall levy and collect its own dues.

Ship's dues to the *Regulator* are payable on a quarterly basis. When the Shuttle achieves Starship status, no further dues to Ship are required. This applies only to new dues: Ship's dues which were paid prior to the formation of the Shuttle are NOT refundable.

Any duties and/or responsibilities held on board the Ship at the time the member joins the Shuttle must remain the responsibility of that person, per STARFLEET regulations.

Officer Status

When a Shuttle is formed, a subset of officers and Department Heads is created. Since the actions of the Ship's Department Heads will affect Shuttle personnel, the following practices will be followed:

Ranks awarded on board the Shuttle will be recognized with a brevet (or honorary) rank on board the Ship until such time as either: a) the Mothership promotes that person to the same rank, or b) the Shuttle is fully commissioned and receives Ship status, with the person transferring STARFLEET membership to the new Ship.

All Shuttle Department Heads are invited and encouraged to participate in the Ship's Department Heads meetings. The Commanding Officer of the Shuttle will be a voting member of the Ship's Senior Officer complement. In the absence of the Shuttle CO, the XO may vote, if the vote has been given by the CO. The Shuttle CO and XO shall be considered equivalent to a department head and his assistant. In the event that either or both of these persons are already voting members of the Ship's Department Heads, only one vote per person is allowed.

In the event of a closed meeting of the Department Heads, only the Commanding Officer of the Shuttle is eligible to attend the meeting. Again, only one vote per person is allowed.

Recruiting

It is the belief of the Department Heads of the Starship *Regulator* that there are enough fans in the Metroplex to support several fan clubs. It is further believed that the individual should have the right to decide which group, if any, to join. Therefore, recruiting shall be conducted in a spirit of cooperation, and not competition. Any comments about one group "stealing" recruits or otherwise limiting membership in another group shall be considered out of line, and may be grounds for disciplinary action. With this in mind, the following recruiting guidelines are hereby established:

Initial recruiting for any Shuttle must follow the previous guidelines for recruiting. In other words, recruiting must be on a one-to-one basis when attempting to form a Shuttle.

Once the proposed Shuttle meets minimum requirements for a Shuttle (as outlined by STARFLEET), an announcement may be made to the crew at large. However, as the real purposes of shuttles are to serve as the basis for STARFLEET growth, unrestricted recruiting within the Mothership is discouraged. Shuttle members should, therefore, not actively recruit within the Ship unless approached for that purpose.

Space will be set side in the Ship's monthly bulletin for a column from the Shuttle command staff, if desired.

In the event that the Ship is hosting a table at a convention for the purposes of recruiting members, the members of the Shuttle will be allowed to utilize table space and any other Ship's property to recruit for the Shuttle.

General Order 6.0: Meetings

General Meetings:

General meetings shall be held on a regular basis, at which the general business of the Ship shall be conducted. General meetings shall be structured rather loosely, to enable members to be entertained with such diverse interests as speakers, films, trivia games, auctions and the like. All general members may participate, and shall have the right to present points of business for discussion. To change the portion of the General Orders pertaining to General Meetings requires the same format used as the Constitution.

Department Heads' Meetings:

Department Heads' meetings may be convened to conduct the Ship's business and deal with special problems. Attendance to Senior Officer's meetings is restricted to Senior and Assistant Department Heads. General members may request to attend a Department Heads' meeting. Approval of the request requires the authorization of either three Department Heads, or a Command Department Officer and the CO. General members will have limited input to these meetings, and may be required to leave for the purpose of dealings with personnel matters. Each meeting shall be chaired by the most senior officer present. There should also be a special "open" meeting, held every three meetings. Attendance at this meeting is open to all members of the *Regulator*.

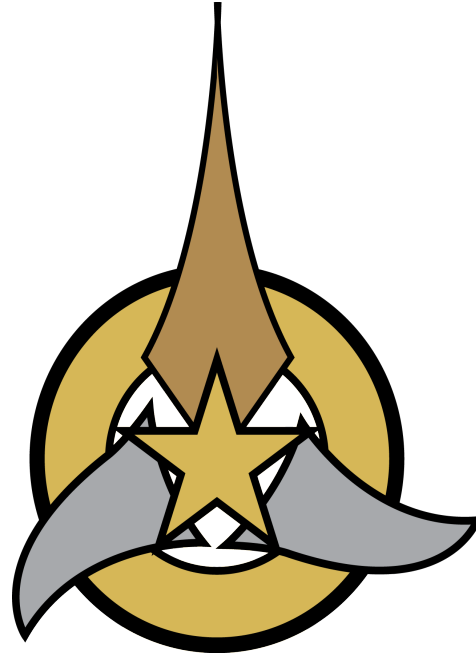
General Order 7.0: Marines

There will be a detachment of Marines on the *USS Regulator*. The agreement is they will maintain their own ranking and order of command where it pertains to Marine business. However, if a situation involves crew members who are not Marines then it becomes a matter for the Command Staff. Marines will receive the same respect and privileges as anyone else on the *Regulator* as they are STARFLEET members who merely prefer a more military aspect to their role playing. Any member of the *USS Regulator* may become either an Active Duty Marine or a Reserve Marine at his own discretion.



General Order 8.0: Klingons

There may be a contingency of Klingons on the USS Regulator. The agreement is similar to the Marines in that they will have their own ranking and order of command where it pertains to Klingon business. However, if a situation involves crew members who are not Klingons then it becomes a matter for the Command Staff. Klingons will receive the same respect and privileges as anyone else on the Regulator.



General Order 9.0: Rangers

There may be a team of Rangers on the *USS Regulator*. They will maintain their own ranking and order of command where it pertains to STARFLEET Special Operations business. However, if a situation involves crew members who are not Rangers then it becomes a matter for the Command Staff. Rangers will receive the same respect and privileges as anyone else on the *Regulator*.

Ship's Constitution

Revised 03/10/04, 09/17/11

Preamble

We, the members of the Starship *Regulator*, NCC-73337, in order to form a more perfect Star Trek Ship; provide an environment for the pursuit of brotherhood and the spirit of Star Trek as inspired by Gene Roddenberry, and enjoy the fellowship of Infinite Diversity in infinite Combinations, do hereby ordain and establish this Constitution for the Starship *Regulator*.

We hold these truths to be self-evident: that all creatures are created equal, that they are endowed by their creators with certain inalienable rights, and that among these are life, liberty, and the pursuit of happiness. To assist us in securing the last of these rights, this Ship is based on the organization of the Starships and the governing body, STARFLEET, as depicted in the Star Trek universe.

The intent of this Ship is to provide a warm and appropriate environment and vehicle for the earthly pursuit of unity and brotherhood and tenets of behavior and spirit, as portrayed in the aforementioned universe.

This Constitution is to provide orderly rules for the administration of the ship. It should be noted that all references of people in this document are male for the purpose of simplicity of language. There is no intention whatsoever to slight or accentuate any gender.

Article I Primary Directive

1. Philosophy

The Primary Directive of the Starship *Regulator* shall be to further the goodwill of humanity through acts of humanitarianism, friendship, goodwill and public service as set forth in the Star Trek philosophy. In pursuit of this directive, we will meet in a spirit of fun and cooperation.

2. Name and Affiliation

The name of this Ship will be the Starship *Regulator*, NCC-73337, and will be affiliated for its entire existence with STARFLEET. The International Star Trek Fan Association. The Ship will conform to all rules and regulations of the parent body in force at the time.

3. Purpose

The purpose of this Ship will be to:

- Encourage all legal activities and efforts in connection with Star Trek and all related materials.

- Pursue unity and brotherhood of its members and those affiliated with STARFLEET.
- Provide an atmosphere conducive to the pursuit of these goals, activities and ideas in the spirit of friendship and camaraderie.
- Provide a place where people of the aforementioned interests may meet and exchange information and ideas in such spirit.
- Support other Ships and shuttles in their goals and objectives and
- To provide activities and recreational opportunities to allow the members to enjoy the benefits of this unique and gentle belief in the unity and dignity of the human condition.

4. Structure

We as the members of the Starship *Regulator*, fully support STARFLEET and its purpose and will maintain a similar structure based on the needs of a single Starship. However, this Ship is a social Ship, not a paramilitary organization. The ranks issued are strictly honorary and are only used to complement the uniforms we wear to indicate position or performance. We use military terms in the fictional side of our involvement. Our Executive Board, known as the Department Heads, are elected: they are responsible to the crew members below them, not the person above them. We must make a good effort to remember that we are here to have fun, but not at the expense of our enjoyment of Star Trek.

5. Governance

In no way will the Constitution or the General Orders of the *Regulator* conflict with the STARFLEET Constitution or other bi-laws in the current STARFLEET Membership Handbook. In our endorsement of STARFLEET, we shall strive for the highest level of voluntary membership in STARFLEET by our crew that we can.

Article II Governing Regulations

1. Constitution

The Constitution is the backbone of the operation of this Starship. It is specific yet broad, saying what – but not necessarily how. The Constitution can only be amended by a two-thirds (2/3) majority vote of a quorum of crew members, as outlined in Article X, Amendments to the Constitution. Since these regulations are the foundation of the Starship, any changes shall be very seriously considered.

2. General Orders

The General Orders define most of the detail of how the Constitution shall be implemented. The General Orders cannot be used to change the Constitution, and shall in not way conflict with it. They can be altered by a two-thirds (2/3) majority vote of ship's members, or a quorum of Department Heads. A quorum of Department Heads consists of one more than half of the total Senior Officer complement. Since the General Orders describe the methods for the day-to-

day operation of this Starship, any changes shall likewise be seriously considered.

3. Availability

All of the Governing Regulations of this Starship are of public nature, with no intent to hide anything. Therefore, they are available to all interested persons upon request.

Article III Membership

1. Eligibility

Membership shall be open to any sentient being interested in the purposes and objectives of this Ship without regard to race, creed, color, sex, mental or physical impairment, personal lifestyle, or planetary origin. Status and level of membership shall be contingent on dues paid up and adherence to the rules and provisions set forth in this Constitution, and any amendments or Bylaws approved or affixed by the majority vote hereafter. The criteria set forth in this Constitution shall be the sole means of accepting or denying membership to this organization.

2. Types of Membership

There shall be four types of membership, these being National, Local, Cadet and Honorary. Each is described below:

National:

Members are those who have paid their dues to both STARFLEET and the *Regulator* and have their STARFLEET SCC card in our files. They have the right to seek Office within the Ship and to hold Departmental Chairs. They also have local and National voting privileges, and may participate in the Ship's business within the level of their rank and Seniority.

Local:

Members are those who have paid their dues to the Starship *Regulator*, but elect not to join the parent body STARFLEET or have joined STARFLEET but their SCC card resides on another vessel. They have the right to participate in all Ship and department activities, and have local voting privileges. They are not eligible to seek office on board the Ship, nor do they have national voting privileges. A Local member may become a National member at any time, by paying the dues required to become a member of STARFLEET.

Cadet:

Members ("Cadets") are any members of the Starship *Regulator*, National or Local, who are under the age of 16. Cadets have all the rights and privileges of their corresponding membership, except that they may only hold a Department Head or Assistant Department Head position if unanimously approved by the Command Staff. No cadet shall be part of the Command Staff. [Revised October 2011] They may, however, hold corresponding positions within the hierarchy of the Cadet Corps.

Honorary:

Membership may be awarded by the Department Heads, to anyone deemed fit. A period of time for which the honorary membership is awarded may be specified from a single year up to and including a lifetime honorary membership. Those who are awarded honorary membership shall be exempt from the payment of dues for the duration of the term of honorary membership. Honorary members have all the rights granted to Local members, with the exception of not being able to hold a position of authority aboard the *Regulator*, and having no voting rights in Ship matters. Honorary membership is automatically granted to the current STARFLEET Region Three Coordinator. An honorary member may become a National or Local member at any time, by paying the appropriate dues, but is in no way required to do so.

3. Fees

Membership fees shall be determined annually by the Department Heads and Senior Staff, and shall become binding on all members as their dues expire. No Honorary member shall be required to pay dues during the time such membership is in place, by reason of the Honorary membership.

Delinquency

All members who fall delinquent on their dues for three months shall be deemed to have resigned. A member terminated by reason of delinquency may be reinstated by paying the delinquent dues, but will lose his previous position and Seniority held, and may lose rank.

4. Terms

A Ship publication or announcement may make use of the following terms:

A "quorum" is one more than half the total members. This definition of quorum applies to Department Heads' meetings and matters brought to a vote before the club. For Department Heads' meetings, a quorum of members must be present to conduct business.

"Crew member" refers to anyone who is a member of the Starship *Regulator*.

"Senior Staff" (or "Senior Officer") refers to any member of the governing board of the Ship. This includes the Commanding Officer ("Captain" or "CO"), Executive Officer (First Officer, Number One or XO), the Second Officer (Number Two), and the head of each Ship's Department (Department Heads). These positions are further defined in Article IV, "The Captainty", and Article V, "Officers". (Revised as of October 2003)

"Assistant Department Heads" are those crew members chosen by the Department Head to assist him/her in running the department. Assistant Department Heads are also known as Department Assistants.

"General members" refers to crew members who are not Department Heads. Department Assistants are considered to be general members.

“Founding members” are those members who formed the Ship at its inception. A Founding member who leaves the Ship for any reason, and rejoins at a later date, will still be considered a Founding member.

“Charter members” are those crew members who have been in the Ship since its Commissioning. Charter members are defined as those whose names appeared on the Ship roster on the date of Commissioning, and who have remained members of the Ship since that date. Charter members who leave the Ship for any reason (including delinquency), and later rejoin shall no longer be considered Charter members, by reason of lapse of membership.

Article IV

The Captaincy

1. Office

The Captain is the President of the Ship, and shall be regarded with the prestige and dignity of this position. He holds the ultimate responsibility for the running of the Ship, and therefore holds authority over all of its decisions and activities, under advisement from the Department Heads. It should be remembered that the Ship is still essentially a democracy, and the CO is representative of the Ship and serves at the pleasure of the membership.

2. Qualifications

In order to qualify for election, the candidate for Captain must fulfill the following criteria:

- Be at least 18 years of age at the time of the election.
- Meet the current STARFLEET requirements for holding the position of Captain; and
- Any other requirements as set forth in the General Orders.

3. Authority

In as much as the Captain has the ultimate responsibility for the well-being of the Ship and its members, likewise authority has been granted the Captain to meet these responsibilities. Therefore, the Captain has authority over all decisions made by the Ship, her Officers and Crew. Including the act of Command Decision and the preemptive action without the consent of the Department Heads, within the limits of this Constitution and the General Orders. Any authority not specifically given to the Captain is reserved for the Department Heads. It is strongly advised that the Captain seek counsel in all matters from the Department Heads, in order that justice is served and the individual rights of the Ship’s members are not violated. The following powers are granted to the Captain (referred to as He for general purpose):

- He may delegate responsibilities for various aspects of the Ship’s activities to any and all Officers, including but not limited to those selected for Senior Officer positions. The designee may choose to refuse the responsibility.

- He may, at any time and for whatever reason, reward any member without the prior consent of the Department Heads.
- He may, at any time and for whatever reason, call for the temporary or permanent removal of any member from a position of authority within the Ship.

Any such removal must be ratified by a quorum of Department Heads. Temporary removal will last no longer than three months in any twelve-month period. If there is no assistant willing and/or able to fulfill the duties of the position during the temporary removal, the Captain may appoint an interim replacement. This article specifically does not grant the Captain the authority to terminate or suspend membership, or permanently remove a crew member from a position of authority within the Ship. These actions are reserved for the Department Heads.

4. Responsibilities

Notwithstanding the fictional nature of this Ship, the post of Captain carries specific responsibilities. Failure to carry out these responsibilities may be grounds for removal. These responsibilities include:

- Ensuring that STARFLEET is provided with monthly reports on Ship's activities in a timely and responsible manner. It is strongly suggested that the Captain encourage all Department Heads to submit departmental reports monthly, in order that a fair and accurate account is submitted.
- The Captain is legally responsible for the administration of Ship's funds. He has the authority to disburse funds relating to the day-to-day running of the Ship. Any disbursements not relevant to routine Ship's operations must be approved by a quorum of Department Heads. Any funds disbursed prior to such approval are at the Captain's own financial risk. Quarterly, itemized financial reports shall be provided to the Department Heads. Unauthorized disbursements of Ship's funds may be grounds for disciplinary procedures and/or a vote of confidence, as set out in the Constitution and General Orders. Refer to Article VIII Section 1, "Fiscal Liability".
- The Captain shall require that all ideas impacting Ship activities, events, operating procedures, and grievances be submitted through the chain of command.

Notwithstanding the above provision, the Captain should be aware that any crew member has the right to approach him/her directly for a decision on any matter concerning Ship's business, in order to facilitate the communication process.

5. Accountability

Since the Ship is basically a democracy, the Captain is accountable to the crew for any actions which impact the Ship as a whole. Like any other crew member, he is subject to the provisions of Article VII.

6. Disciplinary Action

Since the actions of the Captain reflect on the entire Ship's crew, a vote of confidence may be called in the event that the actions of the Captain are deemed to have a serious detrimental effect on the operation of the Starship. A request for vote of confidence may be submitted according to the procedure put forth in General Order 4, Vote of Confidence. The guidelines for a vote of confidence are as follows:

- A vote of confidence may not be called for a period of three months after a general election, to allow the new Captain time to get his bearings in the position.
- A vote of confidence may only be called once in a four-month period.

If the vote of confidence does not support the Captain, the Ship shall immediately hold elections for a new CO. If the Captain does not relinquish control based on the vote of confidence and election, a letter signed by the majority of National members should be sent to STARFLEET Headquarters for action by the Admiralty Board.

Article V Officers

1. Definition

An officer is any crew member who holds the grade of O-1 or above. The officer corps is further divided into Officers, Department Heads, and Command Staff. A description of each is given here.

2. Officers

Promotions to the grade of O-1 or above shall be contingent upon the successful completion of STARFLEET Academy Officer Training School (OTS). Promotions to the rank of Acting Ensign or 3rd Lieutenant will be awarded upon a crew member's application to OTS. The crew member will then have three months to submit certification of successful completion of OTS, at which time the rank of Ensign or 2nd Lieutenant will be awarded. If such documentation is not received within the time period specified, the rank of Acting Ensign or 3rd Lieutenant will be rescinded. Extensions of the time period may be granted on a case-by-case basis.

3. Department Heads

Each individual department elects a Department Head from within the department. Elections will occur biannually with said elections corresponding with the Command Staff elections. The Department Heads and Command Staff together make up the Department Heads.

The Department Heads are the governing body of the Ship; they are responsible for carrying out such duties as may, from time to time, be required for the efficient maintenance and running of the Ship. These duties include, but are not limited to, authorizing disbursement of Ship funds, coordinating Ship's activities, planning and implementing policy, accepting nominations for

promotion, and recommending applicants for the various positions available in the Ship.

4. Command Staff

The Command Staff consists of the Captain, Executive Officer and Second Officer. The Captain is in command, and is ultimately responsible for the overall operation of the Ship. The Captain shall be elected biannually, according to the procedures outlined in the General Orders.

The Executive Officer is second-in-command. He serves in the absence of, or at the discretion of, the Commanding Officer. The Executive Officer is appointed by the Captain, with the appointment being ratified by the Department Heads. The appointee is not required to be a Senior Officer at the time of selection, but if he is, he is not required to give up his previous position to serve as Executive Officer. [Revised September 2011]

The Second Officer is third-in-command and serves in the absence of both the CO and XO. The Second Officer is appointed by the Department Heads. The appointee is not required to be a Senior Officer at the time of selection, but if he is, he need not give up his previous position to serve as Second Officer.

In the absence of any of these three people, command devolves to the Department Heads, in order of rank.

5. Chain of Command

The chain of command functions to facilitate communications between the crew and the Department Heads. This chain runs both ways. The chain of command, from the crew member up, is as follows:

- Crew member;
- Department Head;
- Second Officer;
- Executive Officer;
- Commanding Officer;
- Regional Coordinator, Region 3 (National Members Only);
- STARFLEET Admiralty Board (National Members Only)

6. Elections

Elections for Commanding Officer and Department Heads shall be held on a biannual basis, by the procedures as outlined in the General Orders.

Article VI

Promotion Review Board

1. Organization

The Captain appoints four members to the Promotion Review Board, which is chaired by the Executive Officer. Any Promotions Review Board meetings will require a minimum of three of the five members. It is the duty of the board to

receive information from the Department Heads relevant to the performance of any crew member.

2. Recommendations for Promotion

Command Staff and/or Department Heads may nominate any active crew member for promotion, and may appear before the Board to give his personal insight to support the nomination.

3. Criteria

Guidelines for promotions cannot be rigidly structured and committed in writing. It is the purpose of a promotion to recognize a person for his performance aboard this Ship. Consideration shall be given to but not limited to, the following items:

- Grade and time in grade
- Attendance and participation in crew meetings
- Attitude toward duties
- Attendance and participation in Ship functions; and
- Attendance and performance in STARFLEET Academy schools.

If promotions are easy to achieve, they will have very little meaning. If they are too difficult, people will lose interest and drop out. It is the duty of the Board to determine a course that will keep a good balance between the two extremes.

4. Procedure

The Board shall determine the qualifications required to fill the position/rank, and determine the candidate's fitness for the position/rank. This recommendation will then be forwarded to the Captain for his consideration. The Board may recommend the following:

- Promotion is recommended
- Promotion is conditionally recommended or
- Promotion is not recommended.

The Captain shall promote the candidate or veto the recommendation, and will render his decision to the nominating officer.

5. Reporting

After each Promotions Review Board meeting, a written report of any and/or all actions are submitted to the Commanding Officer, along with explanations of said actions and the result of any votes taken.

6. Frequency

The Board is required to meet a minimum of every 60 days. They may, however, set any frequency of meetings within this time period.

Article VII

Disciplinary Action

1. Procedure

All members are presumed to be working for the common good of the Ship's Crew, and infractions shall initially be viewed as overzealous attempts to further that end. Counseling shall concentrate on positive behaviors, and shall serve as an educational process regarding the rules and standing orders in force at the time.

2. Levels

The Ship is not a military organization, and the acts of its members are fully protected by the Laws of the United States of America in effect at that time. Disciplinary action shall therefore consist of the following levels, and shall be considered as punitive action enough.

- **Verbal warning:** The member may be given a verbal warning by any Senior Officer, in private. The Captain will be informed that a verbal warning was issued to the member.
- **Counseling:** The member will be counseled in private by one or more Department Heads. The counseling will include a discussion of potential disciplinary action following further breaches. The Captain will be informed that the member has received counseling.
- **Written warning:** The member will receive a written warning from the Captain. A copy of the warning will be kept as part of the Captain's records.

3. Record-Keeping

The Captain will keep a record of verbal warnings, counseling, and written warnings during his term of office. These records shall be a part of his private files. At the end of his term, records from the last six months of his term shall be turned over to the relieving Captain. Records of disciplinary actions older than six months will not be turned over, and will be destroyed.

4. Serious Offenses

The following actions are considered serious offenses, and can result in immediate suspension or removal without any prior verbal or written warnings:

- Preempting the decisions of the Department Heads in the conduct of the Ship's business.
- Inciting ill-will toward the Captain or any Senior Officer in such a manner as to cause the Ship's Company to be angered and divided against itself.
- Stealing of funds or materials belonging to the Ship and/or members of its crew.
- Any action by a member which involves sexual harassment, false accusation and/or lying about another member, and any violent act against another member with or without weapons involved.

Article VIII

Liability of members

1. Fiscal Liability

No Officer, member or affiliated person or organization shall be personally liable for any bills or obligations of the Ship, past or present, except for the payment of personal membership dues. Likewise, no Officer or member of the Ship shall dispense monies, sign contracts, fiscally bind the Ship or her Crew, or otherwise indebt the Ship, her Officers and/or crew without the express written consent of the Department Heads' Committee, except as noted in Article 4, Section 5, "Accountability".

2. Ship's Records

No member shall obtain for private use, nor cause to be released, the membership lists of the Ship's complement, nor shall any member use the Ship's name nor its logo for any personal gain.

3. Dissolution

In the event the Ship decides to disband, all mailing lists of the Ship's complement shall be destroyed, and all property invested in the Ship sold at auction to the Ship's active members. After all Ship's debts have been paid, any remaining monies from the Ship's Treasury and the funds raised at auction shall be donated to a charity to be determined by the Department Heads.

Article IX

Ship's Archives

1. Content

A Ship's Archives shall be maintained by the Chief Operations Officer, to be a permanent record of the Ship's business. This archive will contain, among other things, past versions of important documents, such as Ship rosters, membership handbooks, General Orders, and this Constitution.

2. Retention

The documentation stored in the Ship's Archives shall be preserved until such time as the Department Heads deem it necessary to dispose of such information.

Article X

Amendments to the Constitution

1. Procedure

Notwithstanding any decision herein made, this Constitution may be amended by a two-thirds (2/3) majority of a quorum of members. A quorum shall be defined as a simple majority (one more than half) of the active membership at that time.

2. Voting Options

Voting may be conducted by either Open or Secret Balloting. Open Balloting will take place at a regularly-scheduled General Crew Meeting. Secret Balloting will be conducted by mail. The voting will be conducted according to the procedures outlined in the General Orders.

3. Notification

The crew members will be notified in writing of proposed Constitutional changes. Notification for a Secret Ballot will be sent at least one month prior to the voting deadline. Notification for an Open Ballot will be sent at least two weeks prior to the meeting date.

Article XI Documentation

1. Contents

The document shall maintain the date of acceptance of the document, and each of its modifications.

2. Reporting

Documentation of amendments to this document shall contain the date, the exact nature of the changes, the method by which the voting was conducted, and the name and position of the Recording Officer.

3. Ratification

This document was ratified by the required majority of crew members by Open Ballot on 23 April 1994. Recorded by Cdr. Mark A. Vinson, Chief Operations Officer.

This document was revised and revisions were ratified by the required majority of crew members by Open Ballot on April 19, 2003. Recorded by Capt Liz Goulet, Commanding Officer.

This document was revised and revisions were ratified by the required majority of crew members by Open Ballot on Sept 17, 2011. Recorded by Col Tank Clark, Commanding Officer.

