STARFLEET MARINE CORPS

PUBLIC

MARINE FORCE MANUAL

Revision 1508

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Acknowledgments

This edition of the MFM is once again the latest in several versions of this important reference, of which many Marines have had a hand in shaping over the years. By far, the majority of the material found in this manual has been carried over from the 1998 edition by Matt Kelley and the 1999 edition by Kevin McNulty, with some key additions made in this revision. It is important that we retain acknowledgment to the people who have worked on this manual and the Corps is always grateful to people such as Randy Bisig, Matt Copple, Brian Davis, Suzanne Davis, Erik Larson, Kimberly Brooks, Mike Smith, Jim Monroe, John Adcock, Matt Baillie, Wade Olson, Stephen Idell, Jill Rayburn, Aaron Murphy, Sean Niemeyer, Edward Tunis III, Michael McGowan, Jerry Stoddard, Gary Hollifield Jr, Michael Timko, Bruce O'Brien, Jari James, Travis Littou, Mark Anderson, Barry Jackson, and David W. Anderson, Jr., for their contributions to this and to past editions.

Pronoun Disclaimer

In this manual, "he", "him", and "his" are used following the standard English-language grammatical convention to use these forms for gender-nonspecific pronouns. No sexist bias is intended. The convention is used merely for ease of writing and reading. There have been and hopefully always will be plenty of female members in the SFMC, and no slight to them is intended.

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SECTION 1 – Introduction

Welcome to the 2015 edition of the Marine Force Manual (MFM) of the STARFLEET Marine Corps (SFMC). This publication is intended primarily for members of the SFMC, which is a component of STARFLEET: The International Star Trek Fan Association, Inc. (SFI). However, anyone with an interest in our part of the Star Trek universe is invited to look and learn.

The MFM was created for members of the SFMC and anyone else with an interest in the ground forces concept of Star Trek. It is not intended to be the last word in regulations—only to serve as a handy reference covering the SFMC's basic uniform standards, unit organization, awards, chain of command, etc.

1.1 An Introduction to SFI and the SFMC

What is STARFLEET?

STARFLEET: The International Star Trek Fan Association, Inc., (SFI) is a non-profit corporation chartered by the State of North Carolina, which is dedicated to uniting the fans of Star Trek, as well as pursuing the future envisioned by Gene Roddenberry, as depicted in the Star Trek television series and movies. Community service and charity fund-raising are a large part of what makes SFI more than just 'a group of people who like Star Trek'.

Why is STARFLEET Sometimes in All Caps and Sometimes in Lowercase?

"STARFLEET" refers to the fan organization. "Starfleet" refers to the fictional organization, as seen in the movies and TV episodes. We use the two styles to show the difference between that which is "Real World" and that which is Star Trek. Likewise, we use STARFLEET Marine Corps to show our part of the fan organization and Starfleet Marine Corps to show the fictional 24th Century organization we represent.

What is the STARFLEET Marine Corps?

The SFMC is an affiliate of SFI, whose members include veterans and active duty military, as well as people who just prefer a 'military flavor' to their Star Trek fan activities. The SFMC is organized along traditional military lines in the same manner as SFI. However, instead of being organized along Navy lines, and using terms such as 'Ships' or 'Shuttles,' the SFMC uses ground force equivalents, such as 'Brigades' or 'Strike Groups'.

Members of the SFMC are dedicated to the same principles as other members of SFI, including community service and charity fund-raising. However, because so many of our members identify with the real-world military, a significant amount of our focus is on organizations that associate with or assist military members, veterans and their families. Good examples are Operation Eagle, the Overseas Coupon Project, and the annual United States Marine Corps Reserve 'Toys for Tots' holiday drive.

NOTE:
Despite its common use of military structure and terminology, the SFMC is in NO WAY a military or paramilitary organization.

Do I have to Be a Real Marine?

Absolutely not, there are plenty of real military personnel in the SFMC, but there are plenty of civilians, too. All ages as a matter of fact. The only requirement to be a STARFLEET Marine is a positive mental attitude and a willingness to work with others. Paid membership in STARFLEET is required, however, if you intend to participate in the SFMC Academy (SFMCA), hold an OIC position, or be listed on the official Corps roster, just like in STARFLEET.

What Exactly Does a Fan Club Do?

Well, it varies from group to group. Some chapters meet at a local restaurant or member's home, have a short business meeting concerning upcoming plans or charity work, then they watch an episode or two of Trek, or just eat a meal and socialize. Others have camping trips, picnics, or fund-raisers. Still other chapters never meet at all. These are correspondence chapters, who conduct most of their business and activities through the mail, be it postal or electronic. This doesn't mean they are any less active or effective than other chapters, either.

What About the Uniforms?

It's just part of the effort to "get into character" or "set the mood" for a meeting or event. It also helps identify you as a member of a group, just as if all of us wore green T-shirts and denim jeans. Uniforms aren't required, either. If you feel more comfortable in casual clothes, then by all means wear them.

What About Ranks?

NOTE:
Promotions up to the rank of Lieutenant Colonel can be awarded by your SFI Chapter's Commanding Officer.

The rank of Colonel is awarded by the STARFLEET Regional Coordinator.

The rank of Brigadier and above can only be awarded by the STARFLEET Executive Committee.

Ranks are explained in detail in Section 3 of the MFM, but briefly: An SFI chapter president (usually known as Chapter Commanding Officer) can usually promote chapter members one or more ranks. The actual procedure should be in the ship's bylaws.

How do you get your Chapter CO to promote you? One way is to be an active and participating member of the group's activities, as well as displaying leadership ability. Taking a correspondence test called Officer Training School (OTS) is another. OTS is available from STARFLEET Academy (not the Marine Academy) and is the standard test given to all STARFLEET Naval officers.

In any given SFI chapter, rank is normally used to show appreciation for participation, enthusiasm, and leadership within the fan club. It carries no real authority. A higher ranking officer can't order you to give him a ride to the next event, or demand that you hand over some money. They can be pretty persuasive, though; leadership ability includes skill at talking people into volunteering for stuff! You don't have to be an officer to have fun, though. In fact, some people never bother to take the OTS test at all. Remember that rank is just another facet of recreating the atmosphere or theme of the TV shows and movies.

About Volunteer Organizations
This is a fan club, not a government organization. All costs incurred by this fan club are absorbed by its members. We don't get money from anywhere but our own pockets or donations. This means that everything we do, we do at our own expense. Anything we publish, anything we mail, anytime we call on the phone, is done at our own expense. Remember this when you casually ask for a copy of a hundred-page manual to be sent to you. Sometimes a SASE (Self-Addressed Stamped Envelope) will be required or you'll hear "Send me a dollar to cover the postage, OK?" Don't freak out, just consider how much it actually costs to develop a manual, print it, and ship it. Now consider just how many times you are asked to ship it. It gets expensive.

1.2 Why a Marine Corps?
One of the most overlooked aspects of the Federation's Starfleet is the need for ground forces. Starships are superb for exploration and space defense but, when it comes to planetary conflicts, you need troops who can be put on the ground, take it, and hold it. Eventually, all wars will be fought on the surface of at least one planet. An Old Earth author, Robert Heinlein, once predicted this situation with some accuracy, long before Earth knew space warfare.

Marines are needed for more than planetary wars as well. Starfleet has a limited capacity to conduct planetary "operations other than war" with strictly orbital forces and landing parties. Granted, the ability to devastate a planetary surface from orbit is a powerful tool, but it is not at all suited to handling threats like civil war, terrorism, and rioting. Using a starship to quell a riot is like burning down a house to eliminate fleas. On the other hand, the Chief of Security is going to get upset (and then get killed), if you beam the entire ship's complement of security personnel into a city-wide riot and tell them to "control these people."

Realizing this, the Federation Council decided to create and maintain a force of essentially 'ground-based' troops, capable of handling a wide variety of missions. This force would be highly mobile, self-contained wherever possible, and able to operate with little Starfleet support, if necessary. We are that force.

1.3 The Starfleet Marine Corps Mission

Technically speaking, the mission of the SFMC is simple. In fact, it is laid out by the Federation Council in the Corps' Charter—issued by the Council in 2161:

1. To seize or defend advanced Starfleet bases and to conduct such planetary operations as may be essential to Federation interests.
2. To provide detachments for service in armed vessels of the Starfleet, or for protection of Starfleet property on Starfleet stations and bases.
3. To develop, with Starfleet Command, the tactics, techniques, and equipment employed by landing forces in planetary operations.
4. To train and equip, as required, SFMC forces for planetary operations.
5. To develop, with Starfleet Command, doctrine, procedures, and equipment of interest to the Starfleet Marine Corps for planetary operations, which are not provided for by Starfleet Command.
6. To be able to expand from peacetime components to meet the needs of war, in accordance with mobilization plans of the United Federation of Planets and its members.

1.4 Qualifications of a Starfleet Marine

The Starfleet Marine Corps is an all-volunteer force, with a majority of its members being combat veterans. Marines have immense pride in being part of the Corps. Some say that it is harder to join their ranks than it is to serve with any other military force in the Federation—including Starfleet.

Each Marine is chosen for his intelligence, bravery and technical proficiency. Leadership ability is developed and encouraged within the Corps, as an essential quality for the modern Marine. Gone are the days when anyone strong enough to wield a weapon could enlist. Today's fighting man is highly trained, motivated, and must master a tremendous number of skills, in order to function on the modern battlefield. Every-thing from standard Starfleet Naval tactics to unarmed combat in zero gravity must be considered, if a Marine is to survive the increasingly technical demands of combat.

SECTION 2 – Organization

This section will explain the organization of the SFMC and what a new Marine should know when first getting involved or when forming their own unit.

2.1 Organization of Units

From the smallest SFMC unit to the largest, the order of units is: individual Marine, Marine Strike Group (or Marine Expeditionary Unit), Battalion, Brigade, Division, Corps.

Individual Marine: Active Duty vs. Reserves

The foundation of the entire SFMC is the individual Marine. Members of the SFMC fall into one of two general categories: Active Duty or Reservist. An Active Duty Marine participates with their SFMC unit, as well as their SFI chapter exclusively as a STARFLEET Marine. They are known only by their marine rank, they wear only their marine uniform, etc. This is not to say that they do not participate in regular SFI functions, but they do so as a Marine. Marines who still occasionally (or even frequently) participate as a "Naval" SFI member (still use their Naval rank, wear their regular STARFLEET uniform, etc.) are said to be Reserve Marines or simply Reservists.

> NOTE:
> Although not an official organizational term, you may sometimes hear an MSG referred to as a ship's MARDET or "Marine Detachment".

Marine Strike Group (MSG)

The basic unit in the SFMC is the Marine Strike Group or MSG. The size of an MSG varies considerably, depending on the location and membership. An MSG can be anywhere from a single Marine (in the case of a new unit, for example) up to two dozen or more. The Marine in command of the MSG (or any SFMC unit, generally) is referred to as the OIC (Officer In Charge), and their second in command is usually termed the DOIC (Deputy Officer In Charge).

> NOTE:
> Unless special circumstances exist **AND** an exception is made by the COFORCECOM, SFI Chapters may only have one Marine Unit assigned to them.

Marine Expeditionary Unit (MEU)

Equivalent in organizational status to the MSG, the MEU is formed by SFI members who currently have no SFI vessel assignment. If a STARFLEET chapter leaves SFI, but its original MSG still wishes to keep its affiliation with the SFMC, it can become an MEU (although it may be required to change its number).

As with an MSG, the Marine in Command of the MEU is referred to as the OIC (Officer in Charge), and their second in command is usually termed the DOIC (Deputy Officer in Charge).

Note that the OIC of an MEU must not be a member of any SFI chapter. The members of the unit however, like members of any unit, may come from anywhere in the STARFLEET Marine Corps.

Battalions (BNs) & Brigades (BDEs)

SFI itself is administratively divided into geographic "Regions." In the SFMC, each SFI Region is called a Brigade. In other words, Region 2 in SFI would be known in the SFMC as the Second Brigade or in shorthand "2BDE." Within each BDE, each state (or other geographic subdivision, in the case of international BDEs) is considered a BN. BNs are numbered in relation to the other states in their region – usually in alphabetical order. Using the 2BDE as an example, 1BN (First Battalion) is Alabama, 2BN is Florida, 3BN is Georgia, etc.

Divisions (DIVs)

Above the Brigade level, there are seven Divisions: 1DIV (First Division) is the Eastern US; 2DIV is the Central US; 3DIV is the Western US; 4DIV is Canada, Alaska & Michigan; 5DIV is Europe; 6DIV is Asia, Australia and the South Pacific; and 7DIV is Africa, South and Central America.

Currently, the Division level is unmanned—it exists to accommodate expansion as the SFMC grows. At the present time, as well as for the foreseeable future, there is NO plan to activate the Division level in the STARFLEET Marine Corps. The DIV level currently only exists as a part of the fictional Starfleet Marine Corps. If membership one day supports a Division level, it will be staffed and activated.

2.2 Numbering of Strike Groups

The numbers available to be assigned to new units are predetermined by the Commanding Officer, Forces Command (COFORCECOM), then passed down to each Brigade OIC. For example, all the units in the 12th Brigade have numbers in the 200s. This assures that no two MSGs have the same number. New unit numbers may not exceed three digits and should fall within their brigade's assigned number range.

2.3 Selecting a Unit Number

The members of an MSG decide on a unit designation that they like, then request the number from their Brigade HQ. If the number isn't already in use by some other unit, it is assigned to that MSG and becomes a permanent identification number for that unit. When requesting a particular number, remember that it can be no more than three digits long, as well as fall within your Brigade's assigned number range. The number must be unique to your unit. COFORCECOM can tell your BDE OIC if some other unit outside of your BDE (prior to the current instituted system) has the designation that you want.

2.4 Putting It All Together

Here is an example of how an MSG fits into the SFMC organization. We will demonstrate each level of the SFMC, as it applies to a single unit, the 288th MSG, stationed aboard the *USS Broadsword*, in Jefferson City, Missouri.

- STRIKE GROUP: All the Active marines, plus all the Reserve marines from the crew of the *USS Broadsword,* make up the 288th Marine Strike Group.
- BATTALION: Region 12 is made up of Arkansas, Illinois, Kansas, Missouri, and Oklahoma. That makes Arkansas 1st Battalion, Illinois 2nd, Kansas 3rd, and so on. This makes Missouri the 4th Battalion. Now we have the 288th MSG, 4BN.
- BRIGADE: The 288th is in the 12th Brigade, since Missouri is in Region 12. So far, we're up to 288th MSG, 4BN, 12BDE.
- DIVISION: The 288th falls into the Midwest area which is part of Second Division. So the 288th's total unit designation is 288th MSG, 4BN, 12BDE, 2 DIV. Of course, you're rarely going to need to use the whole thing, and it'll probably get shortened to something like "We're from the 288th MSG. That's our fearless leader, Matt Kelley, over at the buffet table."
- Marine Training Units: Marine Training Units (MTUs) are subgroups of established MSGs, designed for the Young Marines in any given unit. The MTU shares the same number as the MSG to which it is attached, but may create their own motto and logo, if desired (subject to approval by the SFMC Heraldry Office). MTUs report their activities in conjunction with the reports submitted by their parent MSGs. An MTU may be activated by a BDE OIC, upon the request of the parent unit OIC and after approval by the Heraldry Office and COFORCECOM.

2.5 Current MSG Numbering System and Division, Brigade, and Battalion Info

Not all Brigades had active units in them at the time this manual was written. In fact, some entire Brigades lie dormant, waiting for a unit in that region to become active. However, where Brigades are active, we've included them here. We have also included their nickname and logo, for those Brigades that have them.

Note: There are no logos/badges in existence for the various Divisions of the SFMC, because the DIV level is not currently active.

First Marine Division
First Brigade

"The Fightin' First" (MSGs 100 – 199)

Indiana (1BN)	South Carolina (5BN)
Kentucky (2BN)	Tennessee (6BN)
North Carolina (3BN)	Virginia (7BN)
Ohio (4BN)	West Virginia (8BN)

Second Brigade

"The Wild Deuces" (MSGs 600 – 699)

Alabama (1BN)	Mississippi (4BN)
Florida (2BN)	Puerto Rico (5BN)
Georgia (3BN)	Caribbean Islands (6BN)

Seventh Brigade

"The Lucky Sevens (MSGs 700 – 799)

Delaware (1BN)	New Jersey (4BN)
District of Columbia (2BN)	New York (5BN)
Maryland (3BN)	Pennsylvania (6BN)

Fifteenth Brigade

"The Nameless Ones" (MSGs 900 – 999)

Connecticut (1BN)	New Hampshire (4BN)
Maine (2BN)	Rhode Island (5BN)
Massachusetts (3BN)	Vermont (6BN)

Second Marine Division
Third Brigade

"The Dogs of War" (MSGs 300– 349)

Louisiana (1BN)	Texas (2BN)

Sixth Brigade

"The Ice Warriors" (MSGs 800 – 849)

Iowa (1BN)	North Dakota (4BN)
Minnesota (2BN)	South Dakota (5BN)
Nebraska (3BN)	Wisconsin (6BN)

Twelfth Brigade

"The Dirty Dozen" (MSGs 200 – 299)

Arkansas (1BN)   Missouri (4BN)

Illinois (2BN)   Oklahoma (5BN)

Kansas (3BN)

Third Marine Division
Fourth Brigade

"Only Those Who Dare" (MSGs 001 – 099)

Arizona (1BN)   Hawaii (3BN)

California (2BN)   Nevada (4BN)

Fifth Brigade

"Birds of Prey" (MSGs 500 – 599)

Idaho (1BN)   Oregon (3BN)

Montana (2BN)   Washington (4BN)

Seventeenth Brigade

"The Order in Chaos" (MSGs 850 – 899)

Colorado (1BN)   Utah (4BN)

New Mexico (2BN)   Wyoming (5BN)

Fourth Marine Division
Tenth Brigade

(MSGs 400 – 433)

Alaska (1BN)   British Columbia (3BN)

Alberta (2BN)   Saskatchewan (4BN)

Thirteenth Brigade

"The Blackcats" (MSGs 434 – 466)

Manitoba (1BN)   Ontario (3BN)

Michigan (2BN)

Fourteenth Brigade

(MSGs 467 – 499)

Quebec (1BN)   Nova Scotia(4BN)

New Brunswick (2BN)   Prince Edward Island (5BN)

Newfoundland (3BN)

Fifth Marine Division
Ninth Brigade

(Numbers Assigned Directly By COFORCECOM)

Continental Europe

(BNs Assigned As Necessary)

Twentieth Brigade

(Numbers Assigned Directly By COFORCECOM)

Ireland (1BN)   Scotland (4BN)

England (2BN)   Wales (5BN)

Northern Ireland (3BN)

Sixth Marine Division
Eleventh Brigade

(Numbers Assigned Directly By COFORCECOM)

Australia (1BN)   Indonesia (3BN)

East Indies (2BN)   New Zealand (4BN)

Sixteenth Brigade

(Numbers Assigned Directly By COFORCECOM)

Guam (1BN)   North & South Korea (4BN)

Japan (2BN)   Philippines (5BN)

Micronesia (3BN)

Nineteenth Brigade

(Numbers Assigned Directly By COFORCECOM)

Asia

(BNs Assigned As Necessary)

Seventh Marine Division
Eighth Brigade

(Numbers Assigned Directly By COFORCECOM)

Africa (1BN)   Middle East (3BN)

Israel (2BN)

Eighteenth Brigade

(Numbers Assigned Directly By COFORCECOM)

Mexico (1BN)   South America (3BN)

Central America (2BN)

2.6 Chain of Command (COC)

The purpose of a COC is to establish a clear path of authority, from the individual Marine, through his superiors, to the highest level of command authority. The COC exists to facilitate the transfer of responsibility, authority, and information from one level of the organization to the next. Each position in the COC has a clearly defined responsibility to the positions above it and below it. When you have a problem or an idea that you want someone to consider, you should follow the COC to contact this person. This ensures that everyone, who is in the path of responsibility and authority, is informed and aware of what is happening. To trace your particular COC within the organization, consult the accompanying illustration below.
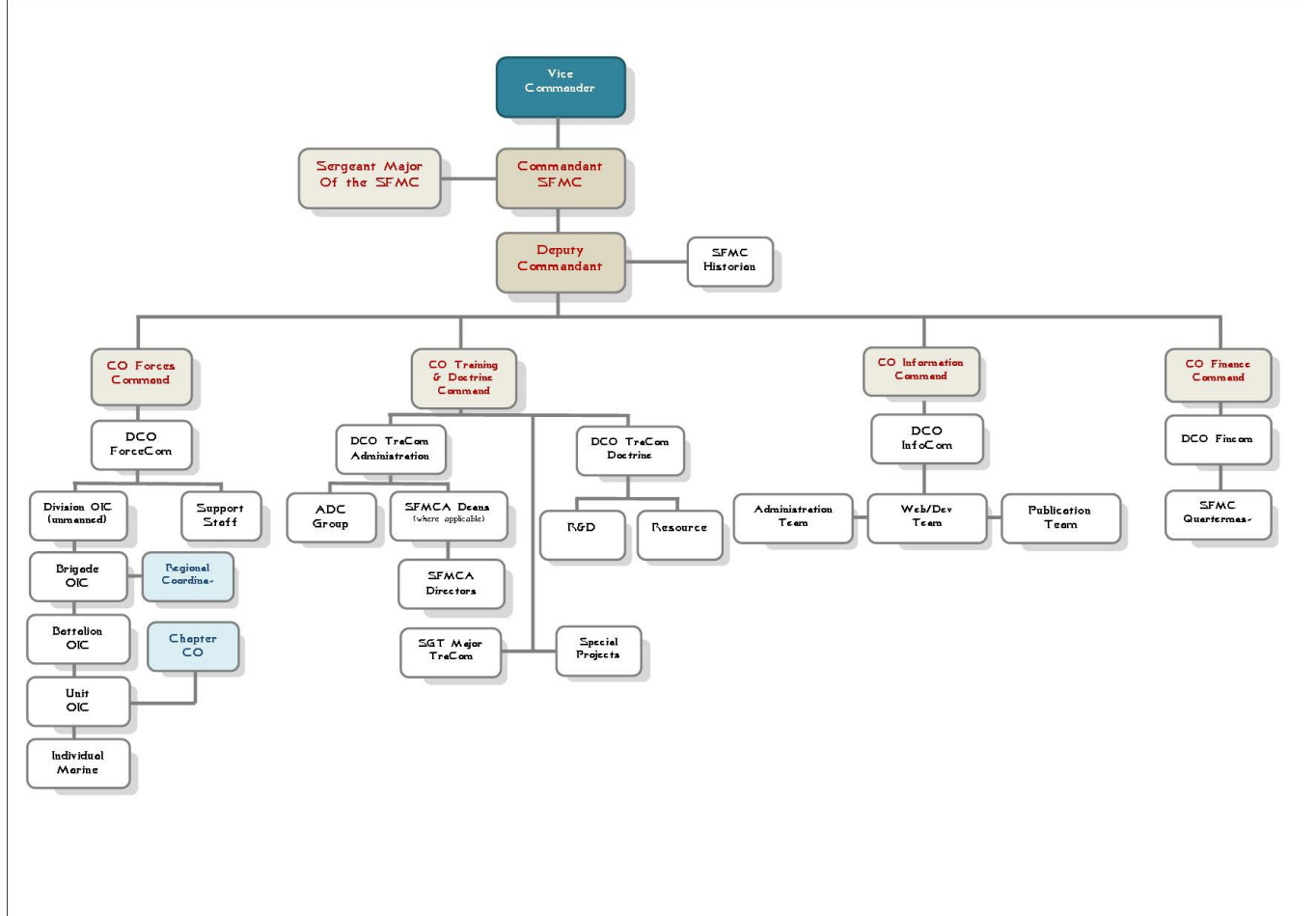
2.7 The General Staff (GS)

The General Staff is the decision-making body of the SFMC and is made up of the top officers of the Corps. These officers are charged with creating and implementing policy within the Corps. Decisions are made by a majority vote of this body. The General Staff is comprised of the Commandant; Deputy Commandant; Commanding Officer Forces Command; Commanding Officer Information Command; Commanding Officer Training and Doctrine Command and the Sergeant Major of the Corps.

The Commandant of the SFMC

Appointed by the Vice Commander, STARFLEET (VCS), in consultation with the Commander, STARFLEET, the Commandant reports to the VCS and is the top of the SFMC Chain of Command (COC). He is responsible for the Corps as a whole and his duties include: Acting as liaison between STARFLEET and the Corps; appointing all members of the General Staff; appointing and overseeing the Office of History; accounting to the SFMC membership on Corps financial matters; forwarding to the SFI Executive Committee his own recommendations for promotion of SFMC personnel to the rank of Colonel and above (although he has no authority to directly promote); and reporting to STARFLEET, through its various publications what is happening in the Corps.

NOTE:
In more informal settings, you may hear the Commandant of the SFMC referred to as simply "The Dant".

The Deputy Commandant of the SFMC

Appointed by the Commandant STARFLEET Marine Corps, he is the Second-In-Command. If, for some reason, the Commandant is unable to fulfill his duties, the DepDant will assume command of the Corps, until such a time as the Commandant can return to duty or until a new Dant can be appointed. The DepDant will provide, in detail, a report of all activities supervised by his office, to the Dant once every two months. A report will also be provided to the Communiqué on a bi-monthly basis. The Deputy Commandant is directly responsible for overseeing all charitable activities undertaken by the Corps. He may be responsible for overseeing committees and other duties as assigned by the Commandant. Revisions to the MFM will be overseen by this office as well as being the editor/publisher of the Headquarters Newsletter (similar to the Command Status Report) when the Commandant feels that such a publication is necessary. The DepDant is also responsible for proposals regarding changes to the SFMC Awards and Uniform Codes.

NOTE:
The Deputy Commandant may have any of several nicknames, but the most commonly used is "DepDant".

Commanding Officer, Finance Command (COFINCOM)

The COFINCOM is responsible coordinating and overseeing the activities of the SFMC Quartermaster, and interfacing with the STARFLEET Chief Financial Officer. This person is responsible for making sure that the SFMC General Staff is fully advised on the financial status of the SFMC and that all necessary reports are filed with the STARFLEET CFO in a timely and efficient manner.

Commanding Officer, Forces Command (COFORCECOM)

The COFORCECOM is responsible for the day-to-day operation of the Corps' real world units. Specifically, he is to report all news and directives from the Commandant to the various Brigade OICs and ensure such information is passed on to the subordinate elements to the level of MSG OIC. Likewise, all reports, concerns and requests from the MSG on up must be reported via the Chain of Command to the COFORCECOM and through him to the Commandant. Not only is COFORCECOM responsible for the Corps Heraldic services, but is also responsible for appointing all Brigade Officers-in-Charge (OICs). All Brigade OICs report and are accountable to COFORCECOM for violations of their duties or the policies of the SFMC.

Commanding Officer, Training & Doctrine Command (COTRACOM)

The COTRACOM is responsible for establishing the fictional universe for the Corps. Specifically, he is responsible for developing materials and programs for the SFMC Academy, as well as developing the SFMC's doctrine (the way in which the SFMC to conduct operations in the Trek future). TRACOM invents and develops equipment, organizational structures, strategies and tactics to complete the doctrinal picture of the SFMC universe; then trains the members in it. TRACOM may also appoint "Branch Directors" to administrate development and training issues particular to a certain Branch of Service (see page 25).

Commanding Officer, Information Command (COINFOCOM)

The COINFOCOM is responsible for coordinating and directing activities in communications. Specifically, he moderates the Corps list server and IRC channel, maintains the Corps website, provides for a method of electronic communications and the timely distribution of the SFMC Newsletter.

Sergeant Major of the SFMC (SGM/SFMC)

The SGM/SFMC is responsible for acting as an advocate for the enlisted members of the SFMC; developing the Noncommissioned Officer (NCO) Chain of Support, by recruiting and retaining NCOs; advising the Commandant and other members of the General Staff on issues that concern the enlisted ranks within the Corps and promoting and assisting in the organization of community service activities at all levels within the SFMC. Unlike the rest of the General Staff, who may hold any rank in the SFMC, the position of Sergeant Major may only be filled by an enlisted member.

2.8 Policies and Procedures in the SFMC

The policies and procedures of the STARFLEET Marine Corps can be found in the SFMC Policy Manual and that document is incorporated, by reference, into this document. However, in the event of any conflict between this document (MFM) and the SFMC Policy Manual, the Policy Manual shall take precedence. All Marines should become familiar with the SFMC Policy Manual, as it details the operational guidelines and policies for the entire SFMC, from the General Staff down to the individual Marine.

2.9 The Noncommissioned Officer Support System

Noncommissioned Officers (NCOs or Non-Coms) play an important role in the military chain of command.

They are the managers of personnel and equipment, as opposed to officers who are the planners and architects of warfare. It has often been said, "Officers decide what to do, the NCOs figure out how to do it, then the enlisted men make it happen."

Each level of the Chain of Command has a respective senior NCO assigned to it. At the Strike Group level, you have the First Sergeant (often referred to as Top Sergeant, or Top). At the Battalion and Brigade level, you have Sergeant Major (SGM), and finally, at the top of the pyramid, you have the senior NCO of the SFMC, the Sergeant Major of the Starfleet Marine Corps (SGM/SFMC). Considered collectively, these NCOs form what is known as a Chain of Support (rather than Chain of Command). This is because, while a Battalion SGM may give advice, support and communication to an MSG First Sergeant, he does not exercise command directly over the subordinate sergeant.

Each NCO in the Chain of Support reports to the respective NCO above him, in a fashion similar to the Chain of Command. Each NCO also has a responsibility to report to the officer for whom he works. The Sergeant Major of the STARFLEET Marine Corps reports directly to the Commandant.

Note: There is no formal reporting procedure for the NCO Chain of Support. The expectation is that the NCOs of the SFMC will communicate through the Chain of Support freely, as necessary.

The NCO Corps serves two very important functions in the SFMC. The first is to organize, coordinate and promote community service. It doesn't matter what form of community service, and it doesn't matter how large or small the effort. The Marine NCO is there to plan, advise, participate and encourage community service in his or her chapter. Leader, laborer and cheerleader, the Marine NCO is expected to set the standard for others to follow in community service.

The second function of the Marine NCO is to recruit, encourage and guide new members in the SFMC and their local chapter. This is particularly important where younger members are concerned. When a new member joins the chapter, the Marine NCO is there to make them feel welcome. When they have questions, the Marine NCO is ready to help them find the answers they need. From helping the new member get a uniform together to explaining the differences between the SFMC and its naval counterparts, the NCO is a leader and a friend.

2.10 Starting a Marine Unit: Things to Consider
Context of the SFMC within SFI

Although there are hundreds of people who claim to be Active STARFLEET Marines, and hundreds more that consider themselves Reservists, we make up less than 25 percent of the membership of STARFLEET. This means you are going to get a lot of comments such as "What do Marines do?" and "Never heard of them!" How should you handle this stress? It's simple, really. Instead of looking at it as "I'm all alone out here" or "I'm a minority", STARFLEET Marines look at it as "I am elite" and "One marine can make a difference".

We are the SFMC, not the US Marine Corps!

Nor would we try to be. But you'll run into people, inside and outside the SFMC, who have that misconception about us. We are simply a part of the larger fan club, STARFLEET, whose members wish to be a little different and just a little more militarily flavored. Note: we said "militarily" and NOT "militant".

Fictionally, we are the ground forces element of STARFLEET. Because STARFLEET is modeled along traditional Naval lines, it is only logical that we chose to use the name STARFLEET Marines. Since most of our members are from the United States, it is only natural to exhibit a tendency to identify with the USMC, but we must be ever vigilant against overdoing it. Imitation is the highest form of flattery, but there is a fine line between flattery and mockery - we must ALWAYS be on the right side of that line.

We Aren't Going to Hold Your Hand
Because Marines are scattered pretty thin throughout the organization, we encourage and even expect you to show personal initiative. This manual gives you most of the background information you need to be a "STARFLEET Marine". But to make a name for yourself, to earn respect, and to be recognized for your abilities, you will have to take charge of yourself and set some goals, then work towards them. Leadership starts inside yourself.

We Aren't Going to Look Over Your Shoulder
Our reporting requirements are pretty loose, only once every other month (check with your next level OIC for the current reporting schedule). That gives you the maximum amount of freedom and time to do things your way. It also means that whoever is above you in the COC is putting his trust in you. That doesn't mean we don't want to hear from you. On the contrary, we love to hear from active Marines and we are always ready to help out however we can.

You Will Still be Part of Your STARFLEET Chapter
If you form an MSG, you will still be a part of your SFI Chapter. You will be responsible to the Chapter CO for the conduct of your group. Some in your Chapter may not understand or even like the concept of having a Marine Detachment - it will be up to you to ensure your MSG peacefully coexists with the non-Marine elements of your chapter.

The STARFLEET Marine Corps does give out awards and other forms of recognition, but we do not promote. Promotions up to Lt. Colonel come from your ship's CO, your Regional Coordinator (RC) can promote individuals to the rank of Colonel and the STARFLEET Executive Committee can promote individuals to the rank of Brigadier and above. We can and do, however, send recommendations for awards and promotions to our STARFLEET counterparts when we learn of a Marine deserving of such recommendation. But the bottom line is that you will still be part of your local chapter and conduct nearly all of your activities with them.

Still Interested?
You've taken a look around and have decided you want to do something a little different from the rest of the crowd. You've decided that working alone or in a small group won't bother you. You've decided that you've got what it takes to make a difference. If this sounds right, then you've got what it takes to be one of us. Welcome aboard, Marine!

2.11 Choosing Your Unit's Particulars
Choosing your Individual Branch of Service
Choosing a branch of service is fairly easy. Simply refer to Section 6.1 of this manual and pick one that appeals to you. There are nine basic choices: Aerospace, Armor, Combat Engineers, Infantry, Maritime Operations, Medical, Mecha, Special Operations, and Support. Choosing a branch automatically sets some uniform and insignia choices for you (see the Section 7 for more info). It has no other real effect on your activities. Just like in STARFLEET, picking Sciences or Engineering doesn't affect much more than your choice of uniform colors.

Choosing your Individual Marine Occupational Specialties (MOS)
Your MOS is based on your Branch. An MOS is merely a statement of your (fictional) qualifications within your chosen Branch. It doesn't affect your activities, but it might affect your choice of uniforms, insignia, etc. You'll notice that MOSs are not given in this manual. This is because MOSs are numerous within the various Branches, and would take up too much space in this manual to try and do so. Instead, MOS listings are given in the MOS Manual for each Branch of Service.

Choosing Your Unit's Branch Type
Most units also decide on a Branch type for the unit as a whole. If the majority of Marines in your unit are of the same Branch, then you would choose that Branch for your unit type. However, just because your unit is one type of Branch, it doesn't mean you (individually) can't choose a different Branch or MOS. For example, an Aerospace

unit can still have assigned to it Medical, Special Operations or any other type of personnel. It is this flexibility in unit organization that makes Strike Groups so effective in combat.

Choosing Nicknames
Most units choose a nickname. This can be anything you like, as long as you follow some common sense. It can reflect your attitude, your specialty, a specific uniform standard, etc. Some examples include "The Black Rags" (they wear black bandannas on their head during paintball games), "The Wrecking Crew" (Combat Engineers, specializing in demolition), and "The Old Guard" (an Infantry unit that specializes in parade ground drills and ceremonies).

2.12 Okay, Now What?
You know how the SFMC is organized, who's responsible for what, you've weighed the factors involved in setting up an MSG, and chosen a type of unit and your individual branch and MOS. What next? Look up the Brigade OIC to get your MSG number and get started. If there is no Brigade OIC, contact COFORCECOM. Once you decide on a unit number, let the Brigade OIC know. He'll get commissioning approval for your unit from COFORCECOM and then add you to the unit roster and send you some paperwork (the basic report forms, etc.) to help you get started.

2.13 Activities for Your Unit
Have Fun!
Whatever you have been doing to have fun, just keep on doing it. Joining the STARFLEET Marines isn't like the real world Marines, where you go away for a couple of months and get your head shaved. On the other hand, maybe you want to try something new. Different groups do different things for fun. Everything from bowling, putt-putt golf, and picnics to paintball, laser tag, and role playing games. The point of being in a fan club (which is a social organization, remember) is to have fun with a group of friends.

Make a Difference
The flip side of all this fun and games is community service; doing something to help your fellow man, the environment, or the future of the world.

While the SFMC does not require its members to perform any community service, it is encouraged, in the same fashion that STARFLEET encourages its members to do so. Once again, to make it perfectly clear: The STARFLEET Marine Corps does not expect or require that you or your unit perform community service activities or charity projects. We do, however, encourage it.

If you decide you do want to perform some kind of community service, then sit down with your fellow marines and think of a project you can do. Adopt-A-Highway clean up programs, coupon clipping for the Overseas Coupon Project, canned food drives, blood donations, whatever. Your community service doesn't have to be something large or expensive like building schools for poverty stricken children in Bosnia. Volunteer to clean up a city park, or repaint a local elementary school's playground equipment.

One area that sees very little STARFLEET focus is veteran's organizations like the VFW, American Legion, and Marine Corps League. Activities that assist or support groups like these are particularly appropriate for SFMC units. Whatever you decide to do, be proud of what you achieve. Every little bit helps, and even if you only make a small difference, you are still making a difference!

Passing the Word
Once you've accomplished something, let someone know. Your Battalion or Brigade OIC would be a great place to start! If he doesn't know about your work, he can't do much in the way of recognition, can he? If you've come up with a simple and effective project for your group, let other groups know! They might be looking for something like that, or they might want to help you out! If you've discovered a fun new activity, or a unique twist on an old one, tell us about it! As your unit's reputation grows, you'll discover that more people will want to join and you'll receive more cooperation and respect from civilians and other STARFLEET members.

SECTION 3 – Heraldry, Flags and Colors in the SFMC

3.1 Heraldry in the SFMC
A unit's patch or symbol, motto or slogan helps us to remember a unit's deeds in history. Each unit is encouraged to develop their own logo, nickname, motto and slogan. Some units have decided to start with a patch or logo which was or currently is used by a US military unit.

Logos – Two Points Of Difference
A policy of Two Points of Difference has been established for SFMC patches. Whenever a unit chooses an existing patch design, the unit should modify the patch in two ways. For example, add the MSG number, change the color on one of the components, add a different colored component, etc. For example, the 288th MSG purchased several US Army 75th Infantry Brigade patches because they had the basic things the members wanted (a sword on a shield-shaped background, since the unit is stationed on USS Broadsword). The patches were then embroidered with a green shamrock and a gold unit number—two points of difference result in a unique piece of SFMC heraldry.

> NOTE:
> All units should submit a copy of their unit's logo, nickname, motto, and slogan (when used) to COFORCECOM for registration and archiving. This way every effort can be made to see to it that the SFMC units each have their own unique identity.

Mottoes, Slogans and Nicknames
A motto is a phrase that symbolizes the unit's spirit and purpose. Mottoes are usually dignified and serious. The United States Marine Corps' famous "Semper Fidelis," which is Latin for "Always Faithful", is a perfect example. A slogan is usually more casual. Slogans are catchy, easy to remember, and tend to evoke some form of emotion. The famous battle cry "Remember the Alamo!" is a good example of a slogan. Nicknames give a unit a unique identity, and can come from just about any origin. Often, the nickname refers to some event in the unit's history, the equipment and tactics they use, or to some little habit they have.

3.2 Flags and Colors
Flags are cloth devices, usually with a distinguishing color or design, which have special meaning or serve as a signal. The flag of the United Federation of Planets is an example.

Colors usually refer to the national flag or the ceremony of raising or lowering the national flag. For the purposes of this section and for most real-world operations of the SFMC, colors shall refer to the national flag of the United States of America. Units operating in other countries
should consult the national regulations and guidelines for their respective national flags.

Flags are usually 2 feet high by 3 feet long, or 4 feet high by 6 feet long and referred to as Standards. (Larger flags exist, but are usually only found at major installations, flying from large flagpoles). If a flag is trimmed on three sides with golden yellow fringe, it is referred to as a Parade Flag (a parade flag is also sometimes what colors refers to).

Honors to Colors
If not in a formation and passed by or passing the colors being carried, uncased, in a military formation, all SFMC personnel in uniform shall salute. If in a formation, personnel should salute together on the command of the OIC of the formation. The salute should be rendered on command, or when the colors approach within 30 paces. It should be held until the colors have passed.

> NOTE:
> To render honors to colors while in civilian clothing com smartly to attention, remove headgear and place it (or your hand if no headgear is worn) over your heart. Women need not remove their headgear but should place their hand over their heart.

When colors are raised/lowered at a mast/pole, all SFMC personnel in uniform within sight and hearing shall salute. The salute shall be held until the colors are properly closed up or run down when there is no national anthem or bugle call accompanying the ceremony. If there is a bugle call or anthem, the salute shall start on the first note of the music and be held until the last note. Personnel in vehicles should pull over and stop if it is safe to do so.

In salute to proper authority, state flags and organizational flags (i.e. - ship flags, unit guidons, the SFI flag, etc.) are dipped. The United States flag is never dipped, unless to return a salute initiated by another national color—the United States flag never initiates a salute by dipping first. Organizational flags may also be dipped in salute during any military ceremony while the national anthem, "To the Colors," or a foreign national anthem is being played.

The National Anthem

When the national anthem is played, marines stand at attention and face the direction of the music. If the anthem is played at colors, those present face in the direction of the flag and follow saluting procedures detailed above. The same marks of respect prescribed for the playing of our national anthem are shown during the playing of a foreign national anthem.

Guidons

A guidon is a unit flag, usually mounted on an eight-foot wooden pole and carried by a guidon bearer during unit runs or marches. At other times it may be found mounted, hanging, or flying from a flagpole outside the unit's area. SFMC guidons are red in color, with gold lettering and/or devices. They are 18 inches high by 30 inches in length. There is an optional 3 inch deep indent, centered in the trailing edge, forming two swallowtail points. All guidons are of the same standard size and color; only the lettering (2" high, block style) and Brigade insignia differs. Each guidon shows the unit name across the top (i.e., 001st MSG, 002nd MSG, 003rd MSG, etc…), the Brigade insignia in the center and the words "STARFLEET Marine Corps" (or SFMC) across the bottom.

3.3 Streamers

Streamers are awards that are given to a unit for attaining certain levels of performance as indicated below. The streamers themselves are easy to create with readily available materials from almost any fabric store. The streamers are all 3" in width and 36" long, the color and lettering of each Streamer is indicated in the award description. Streamers can be made by obtaining the proper color fabric, hemming the edges to the correct size and then applying 2" iron-on letters as
indicated in the award description, below.

The streamers are to be fastened on the unit's guidon pole directly above the guidon and below the cap. If the unit does not have a guidon, they may fasten the streamers earned by their unit on the pole for their SFMC/STARFLEET flag, if they have one or to an empty pole until the unit can create or purchase their guidon or SFMC/STARFLEET flag.

Streamers for past years may only be awarded for the Meritorious Unit Citation, Legion of Valor and Legion of Honor awards.

The current streamers used by the SFMC are listed below. Additional Streamers may be authorized as the General Staff decides which performance levels can be accurately measured for use in this program.

SFMC Streamers

Reporting Award

Awarding Authority:	BDE OIC (for MSG and BN level units)
	COFORCECOM (for BDE and higher level units)
Frequency:	Annual (one per unit per year)
Description:	Red with Gold Lettering. Lettering is REPORTING and the year of the award.

This award is given to any unit with a perfect 100% on time reporting record for an entire calendar year (January to December). Any late or missed report will disqualify the Unit from earning this award.

Recruiting Award

Awarding Authority:	BDE OIC
Frequency:	Annual (one per MSG per year)
Description:	Light Blue with Gold Lettering. Lettering is RECRUITING and the year of the award.

This award is given to any MSG that recruits at least 10% of their unit strength (based upon January 1-or later for newly activated units-strength) in any given year. The new recruits (and starting unit strength) must be properly reflected in the STARFLEET Database as marines (either Active or Reserve status).

Participation Award

Awarding Authority: BDE OIC (for MSG and BN level units)
        COFORCECOM (for BDE and higher level units)
Frequency: Annual (one per unit per year)
Description: Green with Black Lettering. Lettering is ACTIVITY and the year of
        the award.

This award is given to any unit that has at least 20% of its members attend either the BDE Muster (or Regional Summit), other Marine specific Activities within the BDE, Marine specific activities in other BDEs (Musters, paintball, etc…) or the International Muster, as identifiable Marines. Members who attend both cannot be counted. This must be 20% of the unit made up of distinct individuals.

> NOTE:
> Rendering the hand salute should only be rendered when wearing headgear. Please see the next section regarding the proper wearing of headgear."

SFMC Staff Service Award

Awarding Authority: Commandant
Frequency: Annual (One per member per year)
Description: Royal Blue with White lettering, as indicated below, and the year of award.

This streamer is awarded for members of a unit (MSG level only) serving the SFMC at the Corps level. More than one streamer may be awarded to a unit based upon the Corps level posts held by the unit's marines, but only one (1) streamer may be awarded per marine each year. The lettering on the streamer is based upon the post held by members of the Unit. The positions eligible for this award, and the respective, lettering will be:

Branch Director/SFMCA School Director: SFMCA
SFMC WebTeam: WEBTEAM
SFMC Public Information Officer: PIO
Deputy Commander, SFMC Command: DCO (FORCECOM, FINCOM, INFOCOM, TRACOM)
Commander, SFMC Command: CO (FORCECOM, FINCOM, INFOCOM, TRACOM)
Sergeant Major, SFMC: SGM SFMC
Deputy Commandant: DEPDANT
Commandant: DANT

BDE Staff Service Award

Awarding Authority: BDE OIC
Frequency: Annual (One per member per year)
Description: Black with Red lettering, as indicated below, and the year of award.

This streamer is awarded for members of a unit (MSG level only) serving the SFMC at the BDE or BN level. More than one streamer may be awarded to a unit based upon the Corps level posts held by the unit's marines, but only one (1) streamer may be awarded per marine each year. The lettering on the streamer is based upon the post held by members of the Unit. The positions eligible for this award, and the respective, lettering will be:

Brigade OIC: BDE OIC
Brigade Deputy OIC: BDE DOIC
Brigade SGM: BDE SGM
Battalion OIC: BN OIC
Battalion Deputy OIC: BN DOIC
Battalion SGM: BN SGM
Other Authorized BDE Staff: (Staff Post Name)

Community Service Award

Awarding Authority: BDE OIC (for MSG and BN level units)
        COFORCECOM (for BDE and higher level units)
Frequency: Annual (one per unit per year)
Description: Silver/gray with Gold Lettering. Lettering is SERVICE and the year of the award.

This award is given to any unit that donates at least 250 hours of time (combined from all members of the unit) to Community Service projects (Toys for Tots, food drives, charity fundraisers, etc…) during the calendar year (at least one-half of the units in the BDE must earn this award to authorize the BN/BDE level streamers).

Meritorious Unit Award

Awarding Authority:	BDE OIC (for MSG and BN level units)
	COFORCECOM (for BDE and higher level units)
Frequency:	Annual (one per unit per year)
Description:	White with Blue Lettering. Lettering is MUC and the year of the award.

This streamer may be added to the unit's guidon after they have been awarded the Meritorious Unit Citation.

Legion of Valor Award

Awarding Authority:	BDE OIC
Frequency:	Annual (one per BDE per year)
Description:	Gold with White Lettering. Lettering is VALOR and the year of the award.

This streamer may be added to the unit's guidon after they have been awarded the Legion of Valor.

Legion of Honor Award

Awarding Authority:	Commandant
Frequency:	Annual (one per year)
Description:	Gold with Red Lettering. Lettering is HONOR and the year of the award.

This streamer may be added to the unit's guidon after they have been awarded the Legion of Honor.

Marine Unit Readiness Program

Awarding Authority:	COTRACOM
Frequency:	As needed
Description:	Royal Blue with White lettering, as indicated below, and the year of the award

This streamer is awarded to Units who participate in the MURPS program. The streamer is to bear the following text: MURP [Abbreviation for the primary BOS of the unit] Year of the award For example, a streamer for a unit certified in Aerospace Medicine in 2005 might look like this:

MURP AEMD 2005

SECTION 4 – Ranks

Rank in the STARFLEET Marine Corps is structured similarly to that of STARFLEET. The accompanying rank & insignia chart will help you to understand this structure. Study it carefully, paying particular attention to the abbreviations, which will be used extensively from this point forward.

Grades vs Ranks

In order to simplify comparison between the "naval" and "marine" rank systems, the SFMC often refers to "grades" as opposed to "ranks". While a rank is a title, like "colonel", a grade (occasionally referred to as a "pay grade") is an alphanumeric designator, like "O5" which is the same for both naval and marine ranks. In other words, an O6 (naval CAPT, marine COL) always outranks an O5 (naval CMDR, marine LTC) regardless of whether his rank is SFI or SFMC.

Please note that if a member of STARFLEET wishes to participate in the fan club as a marine, they are entitled to use the ground forces rank structure, as shown in this manual and the STARFLEET Membership Handbook. That is to say, if your Chapter CO promotes you to a grade of O5 and you are a marine (Active or Reserve), you are entitled to use the Marine rank of Lieutenant Colonel, even though your non-marine shipmates who are O5s go by Commander. Using the Marine rank does not change your responsibilities or rights as a member of SFI, it merely designates you as a marine.

Promotions

In STARFLEET, promotions up to the grade of O5 are handled strictly by your SFI Chapter. Promotion to the grade of O6 is handled by the Regional Coordinator, and Grades of O7 or higher are awarded by STARFLEET's Executive Committee. In different chapters, promotions are handled in different ways. Some ships use a point system, awarding points for activities and then promoting you when you accumulate enough points. Other chapters vote as a group on whether or not a member of the chapter deserves a promotion. Still others base their promotions on time-of-service with the club, requiring a certain minimum time in the group before you can be promoted another grade of rank. As you can see, there are probably as many ways to handle promotions as there are chapters in STARFLEET. This is the primary reason why the SFMC does not promote. However, we do offer our recommendations and evaluation of a Marines' service, if requested by the Chapter CO or Executive Committee.

SFMC Ranks and Insignia

In the SFMC, we use a rank structure very similar to the 20th century United States Marine Corps and United States Army. This is done for two important reasons. First, it allows us to use some commercially available rank insignia with only slight modifications necessary to make it distinctly ours. Second, it is easily understood by anyone with even a little military experience. Our system also nicely correlates with the system already used by SFI.

There are two basic forms of rank: enlisted and officer. The enlisted ranks are separated into grades E1 through E9. From lowest grade to highest, the enlisted ranks are Private (PVT), Private First Class (PFC), Lance Corporal (LCPL), Corporal (CPL), Sergeant (SGT), Staff Sergeant (SSGT), Gunnery Sergeant (GSGT), Master Sergeant (MSGT), First Sergeant (1SGT), Master Gunnery Sergeant (MGSGT), and Sergeant Major (SGM).

At grades E-8 & E-9 there are two possible ranks, reflecting two different NCO career tracks: administrative and technical specialist. At E-8, a Marine may choose to be either a 1SGT (admin) or a MSGT (tech). The Marine should then follow the appropriate track at E-9: SGM (admin) or MGSGT (tech). Please see the SFMC Enlisted Manual for further discussion of these ranks. There is no functional difference in the ranks at either grade in the STARFLEET Marine Corps.

One E-9 is appointed by the Commandant to the position of Sergeant Major of the STARFLEET Marine Corps (abbreviated as SGM/SFMC). This is a duty assignment, not a rank.

In a similar fashion, the officer ranks are separated into 11 grades (O1 to O11). From lowest to highest, they are Second Lieutenant (2LT), First Lieutenant (1LT), Captain (CPT), Major (MAJ), Lieutenant Colonel (LTC), Colonel (COL), Brigadier (BDR), Brigadier General (BGN), Major General (MGN), Lieutenant General (LGN) and General (GEN). There is no equivalent to STARFLEET's rank of Fleet Admiral, as that rank indicates the individual who is elected President of SFI.

Tips on Understanding Marine Officer Rank

NOTE:
Enlisted ranks fall below officer ranks in the Chain of Command, even though many senior NCOs are much more experienced and knowledgeable than the junior officers commanding them. In fact, there is a standing joke in the service that the only rank lower than Private is Second Lieutenant.

A handy way to remember the order of rank for general officers is the mnemonic: "Be My Little General" which refers to the ranks Brigadier General, Major General, Lieutenant General and General in order from lowest to highest.

A STARFLEET Marine captain (O3) is very different from a STARFLEET naval captain (O6). In the real world military, anytime a marine captain serves aboard a navy vessel, he is referred to as major (one rank above his actual rank). This is to prevent confusion during combat or emergencies, since there can only be one "Captain" aboard a Navy ship. Likewise, whenever another naval officer with the rank of captain was aboard, he was referred to as commodore.

Since nearly all chapters in STARFLEET are ships, it poses an interesting problem for the STARFLEET Marines with the rank of captain (O3). Not surprisingly, we have adopted a similar method for reducing confusion. In all situations where a marine officer with the rank of captain (O3) has that rank announced aloud (as in presentation of awards and formal functions), they are referred to as "Marine Captain." Likewise, whenever such officers compose correspondence (including email), they designate their rank as "Captain, SFMC." When abbreviating rank, a marine captain uses "CPT" whereas a naval captain uses "CAPT".

The Non Commissioned Officer Corps
Because STARFLEET is based on Star Trek, and Trek episodes and movies deal mostly with officers, there are far more officers in SFI than there are enlisted personnel. There are only a handful of enlisted characters shown on Trek, and most of those tend to get eaten or otherwise killed in short order.

While this isn't really a problem in SFI, in the STARFLEET Marines we have a higher percentage of enlisted rank members. This is because we try much harder to recruit and retain enlisted members.

The STARFLEET Marine Corps works to recruit and retain enlisted members through developing and maintaining a body of dedicated enlisted Marines, known as the NCO Corps.

The nine enlisted ranks are further divided by designating grades E4 through E9 as Non Commissioned Officers (NCO's), with E4 through E6 being Junior NCO's and E7 through E9 as Senior NCO's. All enlisted Marines who hold grades of rank from E4 through E9 are considered members of the NCO Corps.

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

Warrant Officers are accessed exclusively from the Marine Corps' enlisted ranks and are considered enlisted personnel for purposes of annual awards and promotions.

Warrant officers are accessed from enlisted Marines with (usually and historically) 3-5 years time in service and primarily from the grades of SGT-GSGT.

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)

The rank insignia to be worn by Warrant Officers is the gold "half pip" (the gold/black pip worn to distinguish Lt. Commander from Lieutenant by STARFLEET). One pip is worn for WO, 2 pips for CWO-2, 3 pips for CWO-3, 4 pips for CWO-4, and 5 pips for CWO-5.

It is intended that those selected for Warrant Officer demonstrate advanced knowledge of the SFMC, and leadership abilities in their chosen career field. Therefore, it is SUGGESTED that the following criteria be used for selection of Warrant Officers by Chapter CO's and MSG OIC's for the promotion of any enlisted marine to the rank of WO-1:

1. 3-5 years in service to the STARFLEET Marine Corps;
2. Hold the minimum rank of Sergeant;
3. Be promoted, by the chapter CO, to the rank of WO1. NOTE: Warrant Officer promotions are chapter promotions and not FLEET/SFMC;
4. Complete OTS, PD-100, IN-100, LD-100, and NCO-100); and
5. Complete a minimum of the –20 level course in their chosen Branch of Service.

It is strongly suggested that promotion to CWO-2 through CWO-5 require a minimum of 2 years time in grade for promotion and that promotion to CWO-2 require the marine to complete the –30 course for their chosen Branch of service as well as PD-20, LD-20, NCO-20 and IN-20. It is further suggested that CWO-3 candidates have completed OCC, PD-15, LD-27 and NCO-30.

Warrant Officers who reach the ranks of CWO-5 have only one option for further advancement: Become a fully commissioned Officer and continue their career advancement. Otherwise a CWO-5 may continue to serve in that rank and assignment until they decide to retire for whatever reason.

STARFLEET Marine Corps Rank Comparison Charts
2260's and 2280's to Present
Officer Grades

Officer Grade	2260's		2280's to present	
	SFMC Rank	STARFLEET Rank	SFMC Rank	STARFLEET Rank
O12 Fleet Admiral	No Equivalent		No Equivalent	
O11 General/Admiral				
O10 Lieutenant General/Vice Admiral				
O9 Major General/Rear Admiral				
O8 Brigadier General/Commodore				
O7 Brigadier/Fleet Captain				
O6 Colonel/Captain				
O5 Lieutenant Colonel/Commander				
O4 Major/ Lieutenant Commander				
O3 Captain (Marine)/Lieutenant				
O2 1st Lieutenant/ Lieutenant JG				
O1 2nd Lieutenant/Ensign				

Warrant Officer Grades

Warrant Officer Grade	2260's		2280's to present	
	SFMC Rank	STARFLEET Rank	SFMC Rank	STARFLEET Rank
W5 SFMC: Chief Warrant Officer 5		No Equivalent		No Equivalent
W4 SFMC: Chief Warrant Officer 4		No Equivalent		No Equivalent
W3 SFMC: Chief Warrant Officer 3		No Equivalent		No Equivalent
W2 SFMC: Chief Warrant Officer 2		No Equivalent		No Equivalent
W1 SFMC: Warrant Officer		No Equivalent		No Equivalent

Enlisted Grades

Enlisted Grade	2260's		2280's to present	
	SFMC Rank	STARFLEET Rank	SFMC Rank	STARFLEET Rank
E9 Sergeant Major SFMC / Master CPO of STARFLEET		No Image Available		
E9 Sergeant Major / Master Chief Petty Officer		No Image Available		
E9 Master Gunnery Sergeant / Master Chief Petty Officer		No Image Available		
E8 First Sergeant / Senior Chief Petty Officer		No Image Available		
E8 Master Sergeant / Senior Chief Petty Officer		No Image Available		
E7 Gunnery Sergeant / Chief Petty Officer		No Image Available		
E6 Staff Sergeant / Petty Officer First Class		No Image Available		
E5 Sergeant / Petty Officer Second Class		No Image Available		
E4 Corporal / Petty Officer Third Class		No Image Available		
E3 Lance Corporal / Crewman		No Image Available		
E2 Private First Class / Crewman Apprentice		No Image Available		
E1 Private / Crewman Recruit		No Image Available		

SECTION 5 – Military Courtesy And Customs

Military courtesy is the mutual respect shown between subordinates and their superiors. It is basic to military discipline and is founded upon respect for, and loyalty to, properly constituted authority. Every feature of military life has its effect on discipline and courtesy
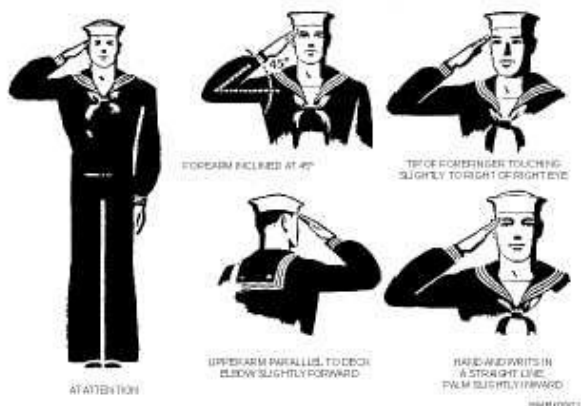
The Hand Salute

While no longer used in STARFLEET, the hand salute is one of the many ancient military traditions that are still observed by the STARFLEET Marine Corps. The hand salute is a formal rendering of courtesy by military personnel. It is both recognition of military rank and authority, and is a greeting exchanged between members of a unique professional organization with special rules and codes of conduct. This section contains only the basics of the hand salute.

FOREARM INCLINED AT 45°
TIP OF FOREFINGER TOUCHING SLIGHTLY TO RIGHT OF RIGHT EYE
UPPER ARM PARALLEL TO DECK ELBOW SLIGHTLY FORWARD
HAND AND WRITS IN A STRAIGHT LINE, PALM SLIGHTLY INWARD
AT ATTENTION

NOTE:
Accompanying the hand salute with an appropriate greeting such as, "Good morning, sir," is encouraged. Do not mumble a greeting, but use only enough volume to make yourself heard. You should not greet people in the same tone of voice that you use when evacuating a burning shuttle.

Note:
Rendering the hand salute should only be rendered when wearing headgear. Please see the next section regarding the proper wearing of headgear.

NOTE:
A tradition is to call a Marine Captain a Major while on board ship. This is done as to not create any confusion in conversation when talking about the Captain (CO) of the ship and the Marine Captain.

How to Salute:

You may salute without command from attention, while walking, or while seated in a vehicle. When walking, it is not necessary to halt to salute. Keep walking, but at attention. The salute is rendered when the person or color to he saluted is six paces distant, or at the nearest point of approach if it is apparent that he/she (it) is going to approach to within six paces. The salute will not be rendered if the person (colors) to be saluted does not approach within thirty paces. Hold the salute until the person (colors) saluted has passed or the salute is returned; then bring your hand smartly to your side.

1. Raise your right hand smartly in the most direct manner until the tip of your forefinger touches the lower part of the headgear above and slightly to the right of your right eye.
2. Your thumb and fingers should be straight and touch each other.
3. You should be able to see your entire palm when looking straight ahead.
4. Your upper arm should be level with the deck and forearm at a 45-degree angle.
5. Your wrist and hand should be straight, a continuation of the line made by your forearm.
6. At the same time, if not in ranks, turn your head and eyes toward the officer you are saluting. Hold the salute until the officer has returned or acknowledged it, and then bring your hand smartly to your side.

Marine personnel under arms render the salute as prescribed for the weapon with which they are armed. Always salute with precision and enthusiasm. Never salute with anything in your hands or mouth, or if you are out of uniform.

When and When Not to Salute:

SFMC personnel in uniform are required to salute when they meet and recognize persons entitled (by grade or billet) to a salute except when it is inappropriate or impractical (in public conveyances such as public transport shuttles and other public conveyances, in public places such as inside theaters, or when driving or piloting a vehicle). Specifically salutes are rendered; 1) when the UFP or any Earth (Sol) national anthems are played, 2) to any uncased National Colors outdoors, 3) on ceremonial occasions as prescribed elsewhere, 4) at reveille and retreat ceremonies, during the raising or lowing of the flag, 5) during the sounding of honors, 6) when turning over control of formations, 7) when rendering reports, 8) to officers of friendly foreign worlds, and 9) when embarking and disembarking any military vessel. Salutes are not required; 1) when indoors, except when reporting to an officer or when on duty as guard, 2) when saluting is obviously inappropriate, such as carrying articles in both hands, 3) when wearing civilian clothes.

Note:
Saluting should always be undertaken intelligently and only when headgear is worn or facing a Gold Nebula holder. Gold Nebula recipients are ALWAYS saluted without regard to other considerations.

Whom to Salute:
Enlisted personnel salute officers, regular and reserve, of any of the Starfleet or UFP military, and foreign military and officers whose Governments or planets or races, are formally recognized by the United Federation of Planets. Officers salute only those officers which are above their grade. Enlisted personnel themselves are not normally saluted. Exceptions to these guidelines are personnel standing watch as Officer of the Watch (OW), Officer of the Deck (OD), or Command Duty Officer (CDO).

Regardless of your comparative grades, these officers should be saluted when you are ordered to report to them. Recipients of the Gold Nebula should also be saluted regardless of comparative grades. This award is considered the Medal of Honor for the SFMC, and recipients of this award who are displaying this ribbon may be saluted under any circumstance.

Reporting
Sometimes it is necessary to report to an officer. To report indoors or aboard ship, first remove your headgear and knock or signal at the doorway. If the door is open, request permission to enter. Then follow the following steps;
1. Approach the officer at attention
2. Halt about two paces from the officer.
3. Render a salute if it is appropriate, and say, "Sir (Ma'am), (your name and rank) reporting as ordered."
4. If a salute is appropriate, hold the salute until it is acknowledged.
5. Salute after business is completed (only if you saluted at the beginning) and wait for the return of your salute or an acknowledgment.
6. Take one step backward, execute an about face, and depart at attention.

Headgear
Generally, headgear should not be worn indoors and always worn outdoors when in uniform. However, the highest ranking officer by billet in attendance, may choose to reclassify any indoor activities as outdoor activities. This means that headgear must be worn at all times indoors in any common areas where members gather outside of meeting spaces. These areas include lobbies, corridors, hallways, atriums, etc... In this case Marines remove their headgear when they enter a room, meeting space, or when they report.

Another exception to not wearing headgear indoors is when you are under arms. If you are under arms, that is armed, you keep your headgear on indoors. Officers and enlisted men under arms uncover only when: 1) seated as a member of (or in attendance in) a court or board, 2) entering places of divine worship, 3) in attendance at an official reception.

In any case, when not wearing your headgear, it should be stowed neatly and appropriately on oneself.

Forms of Address used by Officers
When addressing or greeting a superior officer, address him as "sir", by rank ("Captain"), or by rank and last name ("Admiral Wilson"). When addressing an officer of equal or lower rank, you may also address him by first name if you have his permission. Naval officers below the rank of Commander may be addressed by the title "Mister" with or without their last name ("Mister Brown"). To address an NCO, use their rank only or rank and last name. Enlisted personnel below NCO may also be addressed simply by the term, "marine."

Forms of Address used by Enlisted
Enlisted personnel always address officers by either, rank, rank and last name, or "sir." When addressing enlisted personnel who are of lower rank, but not an NCO, you may use their last name (Jones) or the term "marine." To address an NCO, use their rank, or rank and last name.

Other Forms of Address

By tradition, the commanding officer of any ship, no matter what his rank, is properly addressed as "Captain." An officer in the Medical Branch is addressed and referred to by title, or as "Doctor" when appropriate. A chaplain may always be called "Chaplain" no matter what his rank. Marines should always introduce unacquainted persons to each other: The junior in rank is introduced to the senior; regardless of rank, all personnel are introduced to a chaplain.

Other Courtesies

The command "Gangway!" should be given by anyone who observes a SFMC or SFI officer approaching where passage is blocked. The courtesy is also extended to important civilians. The senior NCO present is responsible for clearing the passage properly and promptly. Enlisted personnel do not clear a passage for themselves or other enlisted men this way, but should say, "Coming through."

SECTION 6 – Branch of Service, MOS and Common Duties

6.1 Branch of Service and MOS

All of the jobs in the Starfleet Marine Corps are grouped together by type, and are referred to as "Branches of Service." All the jobs relating to flying aircraft, for example fall under the Aerospace branch. Everything related to tanks is in the Armor branch, and so on.

Most branches have a number of specialties within them, which are called Marine Occupational Specialties, or MOSs. Here is a list of the branches currently available within the SFMC, and a brief explanation of each. With each branch is a (very) basic list of MOS types available. For more information, check with COTRACOM for the specific branch you are interested in.

Support (100 series MOS numbers)

The Support Branch is the SFMC's largest and most complex. Combat support and combat services support functions ranging from military intelligence and signal corps, logistics and research & development and are encompassed by the Support Branch. Examples of MOSs within this branch include; Quartermasters, Intelligence Analysts, Computer Technicians, Military Police, Musicians and a host of other MOS descriptions that fall outside of the direct-combat concept. The Support Branch contains nearly 60 distinct organizational components which employ millions of marines and civilians.

Medical (0200 series MOS numbers)

Members of this branch provide first aid and surgical support of all types during combat operations. Examples of MOSs within this branch include Combat Medics, Nurses, Flight Surgeons, and Xenophysiologists. It is important to note that SFMC medical personnel often function where there is no advanced support by Starfleet medical assets like a ship's medical section. They must face the dual challenge of keeping the wounded alive with a minimum amount of equipment and staying alive themselves (as the enemy often disregards the noncombatant status of medical personnel).

Infantry (0300 series MOS numbers)

Infantry is the fundamental combat force of any military and the cornerstone of the Corps. There are two basic types of infantry in the SFMC: Light Infantry and Powered Infantry. Light Infantry resemble their historical counter-parts of the late 20th Century—well equipped, smart, and agile. Powered Infantry adds a new dimension to the battlefield. Wearing self-contained, heavily armed and armored powered suits, each carries firepower nearly equal to an entire squad of Light Infantry. Examples of MOSs in this branch include the basic Infantryman, as well as Light and Heavy Weapons specialists, Scout/Snipers, and a variety of unique Powered Infantry specialties.

Armor (0400 series MOS numbers)

This branch consists of Artillery, Mechanized Infantry, Surface Engagement, and Cavalry. Artillery units provide fire support and air defense to ground units. Mech Infantry provides fast and protected transportation for infantrymen. Surface Engagement uses heavy firepower in the direct assault or defense. The Cavalry provides reconnaissance and security for other ground forces. This branch is often referred to as a "sister service" to Mecha, because of the similarities in their operational doctrine. MOSs in the Branch include Armored Fighting Vehicle Pilot/ Vehicle Commander, Artillery Spotter, Infantry Fighting Vehicle Systems Operator, and many more.

Mecha (0500 series MOS numbers)

Mecha are large, heavily armed and armored humanoid vehicles capable of a formidable variety of combat applications from assault to air defense. Not as fast as armored units on open ground, they still carry a tremendous amount of firepower, and can do many things that traditional armor cannot. They have a limited but vital application on the modern battlefield, and Mecha forces are usually elite units with high esprit de corps. MOSs include pilot specialties for the wide range of Mecha vehicles, as well as jobs for systems operators and support personnel, which naturally come with fielding such a technologically complex combat force.

Aerospace (0600 series MOS numbers)

Aerospace personnel fly and maintain aerospace fighters, attack craft, cargo transports, and other Marine trans-atmospheric craft like drop shuttles and medivac transports. Other members of this branch coordinate and assist pilots in their duties. Examples of MOSs in this branch include pilot specialties for all the assorted crafts, as well as jobs like Aerospace Intercept Officer and EW Specialist. Common missions in Aerospace include ground support, aerospace superiority, interdiction, and interception. Because of that last type of mission, Aerospace pilots are considered either very brave or insane. Of course, they feel the same way about the Infantry.

Combat Engineer (0700 series MOS numbers)

Combat Engineers perform the duties of construction, demolition, and survey in a variety of environments (underwater, underground, deep space, etc.) and under direct combat conditions. When the Infantry needs defensive obstacles, they call the Engineers. When Armor needs to breach an obstacle, they call the Engineers. When Community Relations needs 200 portable toilets for an air show...well, you get the idea. MOS examples in the Branch include Heavy Construction Equipment Operator, Field Scientist (Geology), Combat Ecologist, Sapper, Diver, and CBR Specialist.

Special Operations (0800 series MOS numbers)

Because the SFMC has so much space to cover and only so many rapidly deployable resources in any given sector, the Corps relies more heavily on its Special Forces than perhaps any other military force in history. These "force multipliers" can conduct unconventional warfare that can augment, and sometimes even substitute for, conventional ground force deployment. Members of this branch perform unconventional and often classified duties like small unit raids or hostage rescues. These duties often involve working without friendly support and inside hostile territory. Examples of MOSs in this branch include Weapons Sergeant, Team Medic, Interpreter/Linguist, and Datawarfare Specialist.

Maritime Operations (0900 series MOS numbers)

If you follow the traditions of the Marines back to its very beginnings, there is one thing that differentiates it from other soldiers… the fact that they rode ships to where they needed to go. After many long years, the SFMC has returned this proud element to the Corps. The Maritime Operations branch is responsible for all seaborne operations. MOS examples include Signalman, Ocean System's Technician, Master at Arms, Gunner's Mate, Turbine Technician, and Hull/Repair Technician.

6.2 Common Duties of a Starfleet Marine

There are two general categories of assignments for all marines. These are referred to as Garrison Force and Fleet Marine Force. A Garrison Force is assigned shore duty; that is, they are assigned to a planetary base, starbase, or station. Fleet Marine Forces are assigned to Starfleet vessels, either as the ship's Marine Detachment (MARDET), or as a "deployment force" which is embarked on the ship in order to rapidly respond to crises when the Federation finds such a force useful and appropriate. Marines are rotated regularly between the two general assignments, to keep skills and motivation at the highest level. Below is a listing of some common duties for marines assigned to each force.

Garrison Force Duties

Garrison Defense: This type of duty accounts for the lion's share of Garrison Force marines by far. This is a role historically more suited to forces known as "armies". However, since the SFMC is the entire Starfleet ground force, it must serve both the traditional "marine" roles of assault and security, as well as the "army" roles of large-scale ground warfare and defense. Gone are the days when marines took the beach and the army moved in and garrisoned the area— the Starfleet Marines now must do both jobs.

Training and Doctrine Command: The marine is assigned to a training unit, either as an instructor or as a student. The training may be a new skill, or a refresher on some essential task like first aid. The Marine may attend the Marine Academy or be placed on minimal duties while he attends a civilian university or other educational institution.

Courier: The marine may serve as an armed classified courier, carrying important documents to and from various military and/or scientific offices. Such documents are often too sensitive to trust to standard electronic transmission, or require a physical sample to be transferred.

Armed Escort: The marine may serve as an armed escort for a diplomat, high-ranking officer, VIP, or even a prisoner. This often requires the marine to dress incognito and serve under the leadership of a Starfleet Security officer.

Brig/MP: For many Starfleet and planetary installations, Marines may be assigned to man heavy weapon stations or patrol in powered armor suits, assisting Starfleet Security personnel. Many Starfleet brigs are operated by marine correctional officers.

Embassy Duty: Marines serve as a visible representation of Federation military commitment and potential by serving at any of the many Federation embassies throughout the quadrant. Site security, courier duty, and protocol functions are common duties during this assignment.

Military Attache/Aide de Camp: The marine may be assigned as a personal or staff assistant to a SFMC general officer, or to Starfleet Admiralty. Considered by some to be the best duty available, after embassy duty on Risa.

Research and Development: A marine may be assigned to the R&D division of the Support Branch, or may work directly with the Starfleet Materiel Command, and tasked with developing and testing new equipment or weaponry. Testing weapons is even less popular duty than you might first suspect, and can be hazardous. There is a widely held belief among the Corps that scientists consider Starfleet Marines to be 'damage resistant expendable test assets.'

Recruitment: A marine may be assigned duty at any one of the Starfleet Marine Corps recruiting centers. Some of the very best marines are assigned this duty for at least some portion of their careers, serving as an example of what service in the Corps can do, and what it can mean.

Fleet Marine Force Duties – MARDETS
Boarding Party: A ship's MARDET often forms part or all of a boarding party (depending on size and qualifications of the Starfleet Security department on board). Boarding parties are assault teams that board hostile vessels with the intention of seizing or destroying it. Transporters, shuttles, and armored space suits are all methods used to transport boarding parties.

Landing Party: Marines from a ship's MARDET often participate in Away Missions as part of a ship's landing party. The marine is usually tasked to participate as either additional security for the team, or as the team expert on military matters.

Sentry Duty: A Ship's Captain may order sentries posted at various sensitive areas under a variety of readiness or combat conditions. On ships with MARDETs, this duty normally falls to the marines.

Gun Crews: Marines from a ship's MARDET often man certain weapons systems or stations aboard ship when the ship engages targets or requires defense. Although the generic term for this duty in "Gun Crew", Marines may man phasers, torpedo launchers, or other defensive systems.

Damage Control: This is a common duty for Marines who are not needed for gun crews, surface operations, or flight duty. Squads of marines, with or without Powered Armor suits, work under the supervision of Starfleet Engineering personnel to fight fires, remove damaged components and repair ships' systems.

Search, Missing Person: This is an uncommon but extremely important duty for a MARDET. A search in which teams of crewmen and marines physically check all ships' spaces that could possibly contain an injured or lost person. This type of search is predicated on the assumption that the missing person wants to be found, and searchers are not usually armed for this type of search.

Search, Unknown Device: A variation of the missing person search, except the purpose of the search is to discover a hidden or missing object (a bomb, homing transmitter, etc.) This is a much more detailed search, because devices are much easier to conceal than people. Powered Armor suits may even be used to search the exterior hull surfaces.

Search, Intruder Aboard: An armed and exhaustive search, in which one or more hostile persons are believed to be aboard. Armed combat teams must rapidly search and secure all vital areas of the ship, killing or incapacitating any enemy personnel encountered, until the entire ship is secured.

Repel Boarders: The exact opposite of Boarding party duty, as marines try to prevent enemy boarding parties from seizing or destroying areas of the ship. This can be extremely difficult and hazardous, because while the Marines must try to avoid collateral damage to the ship's systems and crew, the enemy boarders are rarely under the same restrictions.

Ship's Armorer: Because of a marine's expertise in a variety of weaponry, he may be assigned duty as the Armorer for the entire ship's crew, or for a secondary marine armory or weapon's locker. Additionally, a Marine may serve as the quartermaster for equipping Away Teams.

Fleet Marine Force Duties-Deployment Forces
Surface Action: Also known as amphibious operations, these missions consist of action against opposing ground forces (rioting civilians, terrorists, or conventional military units). Usually involves direct combat. The majority of Deployment Forces are designed for amphibious operations—which today mean operations from orbit to a planetary surface (historically, amphibious referred to deploying forces from the sea to the land).

Aerospace: Members of the Aerospace branch may be assigned to a marine squadron on a carrier, or tasked to serve as shuttle pilots in support of their ship. On a carrier, the Marines are not normally tasked to act as shuttle pilots, except in the case of assault shuttles.

SECTION 7 – Uniforms

7.1 Uniform Basics

7.1.1 Purpose of the Uniform

The purpose of a uniform is to provide identification and evidence of your profession, and your standing within that profession, through the use of insignia, equipment and accessories. The purpose of SFMC uniform regulations is merely to provide a standard professional appearance that allows a STARFLEET Marine to be easily recognized as such. Your dress, appearance, and conduct are a reflection of your own self respect. It is also a prime indicator of the degree of respect with which you regard your service to the STARFLEET Marine Corps.

7.1.2 When Wearing the Uniform is Recommended or Prohibited

Wear of the Marine uniform is never required, but when it is worn it is required to be worn correctly. The Marine uniform can be worn at any Marine, ship, or fan function where the Marine uniform would seem appropriate in context.

Wear of the uniform is prohibited under the following circumstances:
- In connection with the promotion of any political or commercial interests.
- Except as authorized by competent authority, when participating in public speeches, interviews, picket lines, marches, rallies or public demonstrations.
- When wearing the uniform would bring discredit upon the SFMC.

Further, uniforms should not be worn to functions where the majority of attendees would not recognize it as some type of fan uniform. The Mess White and Class C uniforms are not readily recognizable as a non-military uniform. Marines should avoid wearing the uniform in any context where it may appear para-military or intimidating to the public.

7.1.3 Uniform Appearance and Fit

Uniforms should be properly fitted, clean, serviceable, and pressed as necessary. While absolute uniformity of appearance cannot be expected, personnel must project a professional image that leaves no doubt that they are accountable to a common standard. Uniforms should be kept buttoned and zipped, metallic devices should be kept in proper luster, shoes should be cleaned and shined, and pant and shirt cuffs should not be excessively long or short.

7.1.4 Personal Appearance

It is the responsibility of commanders to assure their uniformed personnel present a neat and professional appearance, and it is the duty of each Marine to take pride in his or her appearance. Hair on the top of the head should be neatly groomed and not unruly or unkempt. If longer than the shirt collar, it should be gathered and styled to remain above the collar. Its style should not interfere with proper wear of headgear. Facial hair should be neatly trimmed and not excessive. Makeup and nail polish should be conservative and compliment the uniform.

7.1.5 Wearing of Civilian Jewelry

The wear of one personal chronometer is authorized with all uniforms. Rings and earrings may be worn so long as they are in good taste and do not detract from the appearance of the uniform. Chains and necklaces should be kept under the uniform shirt at all times. No jewelry, watch chains or similar civilian items including pens and pencils, etc. will appear exposed on the uniform.

7.1.6 Use of Real World Military Insignias

Under no circumstances will any STARFLEET Marine Corps (SFMC) personnel wear any current unmodified real world military insignia on, or as part of, any SFMC uniform. This includes insignia pins, patches and ribbons currently in issue by a real world military. This applies to real world awards earned rightfully as well as those not. Real world military honors, rightfully earned, should be displayed with pride on a marine's real world military uniform or, when allowed by custom and law, as a lapel pin on civilian attire. They have no business on Star Trek fan wear of any type.

The only insignias to be worn on the SFMC uniform are those specifically defined and described in this manual. Insignias defined and described in other Official SFMC publications may be worn only after said insignia are described as having been "officially approved for use" by the General Staff, SFMC.

7.1.7 Role of the General Staff in Uniform Policy

The General Staff of the SFMC is charged with setting, maintaining, and, to a very minor extent, enforcing SFMC Uniform Policy. Questions regarding this policy come up occasionally. This section is aimed at answering those questions in advance.

7.1.7.1 Limit of the General Staff's Authority

The General Staff of the SFMC would NEVER try to tell any member what they may or may not wear to further their Star Trek fan experience. It is specifically NOT the job of the SFMC or of its General Staff to monitor the clothing choices of, or dictate bounds of good taste to any of our hundreds of members. What the GS is empowered to do is offer a variety of uniform styles and designs, as well as allowable variations, to our members. What we ask is that any person claiming to be wearing an SFMC uniform stick to the uniforms and variants found in our published manuals on the subject.

7.1.7.2 Uniform Change Proposal Procedure

All new uniform proposals as well as any proposal for a uniform change will be submitted, in writing, to the Deputy Commandant. Such proposals are to be as detailed as possible, with illustrations, if applicable. The Deputy Commandant is charged with determining if such a proposal meets the needs to the SFMC and has merit. Upon approval of the Deputy Commandant, the proposal will be submitted to the General Staff for consideration.

The General Staff has the final say on what will, and what will not, be worn as, or as part of, the SFMC uniform.

7.1.7.3 Proposals Which Will Generally Meet With Approval

The General Staff will generally view, with favor, submissions of the following types:
- A: Proposals which expand uniform offerings into eras of Star Trek not previously explored within SFMC uniform offerings.
- B: Proposals which increase the ease with which members of all sizes can participate.
- C: Proposals offering an entire new class of uniform; such as Service Dress Uniforms, etc.
- D: Proposals offering low cost, off the rack options for marines.

7.1.7.4 Proposals Which Will Generally Meet With Rejection

The General Staff will generally view, unfavorably, submissions of the following types:
- A: Proposals to allow marines to wear Fleet uniforms as SFMC uniforms. The SFMC already has such a program in place: SFMC Reserve Program.
- B: Proposals which seek to alter the uniform to include national or planetary traditional dress. Approval of such Proposals open the Corps up to a never ending stream of such things. Put simply, a kilt leads to an obi, to a sari, etc. A Klingon sash leads to a Romulan helmet, to anything else that was on a screen for eight seconds or less. At some point a line has to be drawn before the entire concept of a uniform is lost. The line is drawn here.
- C: Proposals which seek to allow the wear of camouflage, any ACU, or of BDUs other than black. This is a bedrock principle which will not, for the foreseeable future, change.

7.1.7.5 Local Uniforms

Many SFMC units and SFI chapters have their own local uniforms. These are generally along the lines of polo shirts, tee shirts, or hats bearing their distinctive logo or something along these lines. Such item should not, as a general rule, be worn as a uniform to "official" events such as region summits or International Conferences. Just because such things do not appear in the MFM doesn't mean they do not have their uses or that they may not be worn to promote your chapter/unit identity. The General Staff will never tell you that you can not wear such items. No one will ever tell you that you can not use the SFMC pins you've earned and for which you have paid to add decoration to a local/unit uniform. The SFMC only requires that you do so appropriately and remember that these are local or unit uniforms, not SFMC uniforms.

7.1.8 Uniform Provisions for Female Marines

The SFMC fully acknowledges the differences in physiology between our male and female marines. These differences can cause issues in the wear of some insignia on the various designs of uniform. To help alleviate this problem, female SFMC members are allowed to alter vertical position insignia worn on the chest by up to two inches (5cm) to make their uniforms more comfortable for them. The order of items, on either side of the chest, is not to be changed.

7.1.9 Uniform Call Out Lists

It should be noted that no marine is required to wear everything on a particular uniform's call out list. The "call out list" for a uniform is that section in the uniform description which defines the insignia and awards that may be worn with a particular uniform. (Usually marked "Insignia and Accoutrement") The minimum requirements for any uniform, if such are included in a particular uniform call out list are as follows:

- SFMC insignia (or the SFMC patch if noted in the uniform description)
- insignia of grade
- combadge/branch badge

All other items on a call out list are optional, but, if worn, must be worn as specified for the particular uniform description.

7.2 Uniform Styles

There are several time lines in the Star Trek universe, some of which are many (fictional) years apart while others overlap. This makes it difficult to come up with a simple, yet logical uniform plan even for the designers of the shows! For the sake of "uniformity" and consistency then, these various styles have been streamlined in the SFMC into three classes: Class A – Dress Uniforms, Class B – Duty Uniforms, and Class C – Field Uniforms.

Even when SFMC members choose to wear uniforms, few can afford to own all the types shown here. Therefore, it can be difficult or even impossible for a local commander to specify one particular uniform for all personnel attending a function. Therefore, most prescribe the "highest level" of uniform that is acceptable for a function. For example, for a formal event the commander may prescribe a Class A uniform. Marines owning only the Class B may wear their class B, but if they own a Class A uniform, they should change into it for the event.

As a general rule, if a Class A uniform is specified for a function and the marine owns only a Class C uniform, they should change into more formal civilian attire for the function rather than wearing their Class C uniform to it. Conversely, if a Class C uniform is specified, and the Marine owns only a Class A uniform, they would probably be more comfortable and more at home in civilian clothing or their unit/corps T-shirt/ polo shirt (when owned). Class B uniforms generally work well for any occasion if that is the only uniform owned.

7.2.1 Class A Dress Uniforms

7.2.1.1 Class A Uniforms: Dress Uniform, Original Series

This uniform shares the highest level with the Mess Blacks and Monster Blacks for purposes of Uniform of the Day planning—except for formal dinners (see Mess and Monster Blacks Uniforms)

Occasions for Wear: 1. On duty, as prescribed by local commanders. 2. On other appropriate occasions, as desired.

Composition: This Dress Uniform is comprised of the Dress Tunic and the Original Series Trousers, and accessories and accoutrement as authorized below.

Tunic, Dress: The Dress Tunic is the standard dress uniform tunic seen in episodes of Star Trek (the Original Series). It is charcoal instead of a branch or departmental color. The closure cover (the tunic is to be closed with buttons, Velcro or zipper and hidden by this closure) is 1" wide and covered with 1" braid (gold for officers, silver for enlisted, gold and silver for Warrant Officer). The collar is a "mandarin" style collar that is 1" high and also covered with the same braid as the closure cover. The seams of the tunic contain 1/8" piping in the branch color of the wearer. The tunic is worn outside the trousers, not tucked into the waistband.

Trousers, Original Series: Original Series Trousers are black in color, low waist, bell bottomed and without side and hip pockets. A 1 "wide red "blood" stripe is worn along the outside of each leg. The trousers are worn bloused into or at the top of the boot. An acceptable option is to wear the Dress Trousers worn with other SFMC Dress Uniforms.

The black web belt is worn with the buckle edge aligned with the shirt and pant closure edges. The buckle is gold for officers, silver for enlisted.

Only the beret is authorized for wear with the Dress Uniform, Original Series.

> NOTE:
> Other than name tags listed in this manual, no other badges or nameplates are authorized for the uniform except during conventions or similar events, when a badge must be worn for the duration of the event. In this case, the badge will be displayed in a manner complementing the uniform, and all marines in attendance should wear the badge in the same location on the uniform.

> DO I HAVE TO BUY ALL THESE UNIFORMS!?
> No. Uniforms are not required by STARFLEET or the SFMC. We encourage you to obtain a uniform, of course, because it helps identify you as an SFMC member as well as gives you an opportunity to earn those few awards based partly on its public display. Whether you choose to wear one or not is completely up to you. If you do choose to wear a uniform, though, you must abide by the regulations and standards presented within this manual.

Footwear: Black boots, no laces, similar to those seen in Star Trek (The Original Series) may be worn with the Dress Uniform, Original Series. Acceptable options are high gloss black dress shoes or spitshined combat/jump boots.

Insignia & Accoutrement: Only the following listed items are authorized for wear with the Duty Uniform, Original Series.

1. **Insignia of Grade, Sleeve Braid (7.3.10.8)** - Worn on both sleeves, using same format as rank worn in Star Trek (The Original Series). Gold Braid for Officers, Silver Braid for Enlisted Marines. Lowest rank braid should be 2" above sleeve cuff. Please consult the rank chart in this manual for exact rank to be worn. Non-metallic braid may be used as long as it is substantially similar to the braid seen on Star Trek.
2. **SFMC Insignia (Collar Brass) (7.3.5.1)** - to be worn ½" above highest rank braid. May be the current SFMC collar pin or embroidered and sewn on the sleeves as appropriate.
3. **SFMC Ribbon Rack (7.3.12)** - Award Ribbons are to be worn with this uniform on the left breast, centered in approximately the same position as the Branch Badge would be worn.

FEMALE VARIANT:

This variant replaces the Original Series Trousers with the Original Series Skirt, and changes the footwear to more feminine styles. Women may wear the Male Variant of this uniform if they so choose.

Tunic, Dress, Female: The Dress Tunic, female is a pull over type of tunic similar to that worn with the Duty Uniform, Original Series. It is charcoal instead of a branch or departmental color. 1/8" piping in the branch color of the wearer is worn on the outer line of each arm as shown in the picture. The collar is also picked out in the same 1/8" piping and set off by a 1" wide black outline to set off the neckline. The tunic is worn outside the trousers, not tucked into the waistband.

Skirt, Original Series: This is a plain black skirt (mini skirt is worn on Star Trek (Original Series)) with a 1 inch red blood stripe running vertically along the two outer seams, from the bottom of the waistband to the bottom edge of the skirt. It shall be hemmed so the edge falls within a range of 2-4 inches above the knee. It should be without side hip pockets.

Footwear: There are two types of footwear authorized with the Woman's variant. Plain black pumps and hosiery are worn with the skirt. The pumps should be highly polished, have no bows or decorations, and have heels of 3 inches or less. Stockings or pantyhose should be flesh-toned, without decoration or visible seams. Fishnet, lace, or multicolored hosiery is specifically prohibited.

Calf-high black boots are also authorized. Boots will be highly polished, have no decorations, plain toe and have heels of three inches or less. Combat boots are not authorized to be worn with the dress skirt.

Insignia & Accoutrement: The same items are authorized for wear on the Women's Variant. The Ribbon may be adjusted as necessary for proper fit and image. Women are also authorized to carry a plain black purse with shoulder strap and no other adornment or decoration.

Uniform Design by Peter Christian, USS Thermopylae

7.2.1.2 Class A Uniforms: Dress Blacks (a.k.a. Monster Blacks) This uniform shares the highest level with the Mess Blacks and Dress Uniform, Original Series for purposes of Uniform of the Day planning— except for formal dinners (see Mess Blacks Uniforms)

Occasions for wear:
1. On duty, as prescribed by local commanders.
2. Off duty, the Dress Black Uniform is normally the prescribed uniform for social functions.
3. On other appropriate occasions, as desired. When worn with white gloves and white belt, the Dress Black Uniform constitutes a formal uniform and corresponds to a civilian tuxedo.

Composition: The Dress Black Uniform is comprised of the Dress Black Jacket, the Dress Trousers, a Dress Branch of Service (BOS) Tunic or Dickey, and accessories and accoutrement as authorized.

Jacket, Dress Black: The jacket is based on the "monster maroon" as seen in Star Trek II: Wrath of Khan, but in black wool gabardine or polyester/wool blends. It is trimmed with 1/16-inch diameter piping around the collar, jacket closure, and sleeve cuff bottom. The piping is gold for officers, red for Warrant Officers, and silver for enlisted. The jacket has a shoulder strap closure, passing over the right shoulder. For senior officers (COL thru GEN), the strap is gold; for junior officers (2LT thru LTC) it is white; for senior NCOs (GSGT thru SGM) and Warrant Officers it is red; and for junior NCOs and Enlisted (PVT thru SSG) it is gray. Master Sergeants to Sergeant Majors add 1/16- inch diameter silver piping around the shoulder strap (the piping is gold for the SGM/SFMC). The SFMC insignia is pinned on the front of the strap centered from the tip and edges. Appropriately sized rank insignia are placed 1/2 inch above the SFMC insignia, centered between the edges and running vertically up the strap.

Trousers, Dress: Dress Trousers are low waist, straight legged, without cuffs, and with side hip pockets. There is a wide range of acceptable materials, but every effort should be made to use the same material as the Dress Jacket. A 1-inch wide red blood stripe will be worn on each outside seam of the trouser leg, from the bottom of the waistband to the bottom edge of the trouser leg. The dress black trousers may be worn bloused with boots, or unbloused with dress shoes.

Tunic/Dickey, Branch of Service, Dress: Under the jacket a tunic or dickey with a vertically ribbed neck is worn. This shall be in the color of the marine's branch of service (BOS), except that First Sergeants, Sergeants Major, Unit OICs, and General Staff officers may wear a white dickey instead of the BOS color.

Belt: A 2 inch wide black leather belt with a STARFLEET Delta buckle (as seen in Wrath of Khan) or a custom made SFMC buckle.

Headgear: Only the beret is authorized for wear with the Dress Black Uniform.

Footwear: Boots or dress shoes may be worn with the Dress Black Uniform.

Insignia & Accoutrement: Only the following items are authorized for wear with the Dress Black Uniform.
1. **Insignia of Grade (7.3.10.1 or 7.3.10.6)** - Worn on the shoulder strap.
2. **SFMC Insignia (Collar Brass) (7.3.5.1)** - Worn on the shoulder strap.
3. **SFMC Ribbon Rack (7.3.12)** - Worn centered on left breast area.
4. *Campaign Ribbons (Type D Insignia) (7.3.4)* - to be worn centered on the right breast.
5. **Combadge/Branch Badge (7.3.11.2)** - Worn 1/2 inch above and centered on ribbons.
6. **Branch Devices (Type A Insignia) (7.3.1)** - Worn on the right breast centered above the combadge.
7. **Command College Qualification Badges (Type C Insignia) (7.3.3)** - worn on the right breast, below the Campaign Ribbons (if worn), otherwise centered but below the Type B Insignia (if worn).
8. **Shoulder Cord (7.3.7)** - Worn on left shoulder. A single plain black button will be attached to the left shoulder of the jacket for this purpose.
9. **Qualification Badges (Type B Insignia) (7.3.2)** - are to be worn on the right breast, above the Campaign Ribbons (if worn), otherwise centered.(when authorized by local commanders)
10. **Dress gloves (7.3.11.71)** - White (when authorized by local commanders).
11. **Belt, Pistol –** Black (7.3.11.42) or White (7.3.11.43) (when authorized by local commanders)

7.2.1.3 Class A Uniform: Mess Blacks (a.k.a. Insurrection Blacks)

This is considered the highest level uniform for the purpose of formal dinners and shares the highest level with the Dress Black uniform for purposes of Uniform of the day planning.

Occasions for wear:
1. On duty, as prescribed by the local commanders.
2. Off duty, the Mess Black is normally one of the prescribed uniforms for social functions.
3. On other appropriate occasions, as desired. The Mess Black Uniform constitutes a formal uniform and corresponds to a civilian tuxedo.

Composition: The Mess Black Uniform is comprised of the Black Waistcoat, the Dress Trousers and accessories and accoutrement as authorized below.

Waistcoat/Blouse, Mess Black: The Waistcoat and Blouse are based on the formal uniform as seen in Star Trek IX: Insurrection, but in black wool gabardine or polyester / wool blends. The Waistcoat has quilted shoulders and has a stiff collar. There is ¼" metallic trim on front, bottom and shoulder borders of the waistcoat. There is piping around the collar. The trim and piping is gold for Officers, silver for Enlisted, and red for Warrant Officers. The Sleeve has a 1 ½ stripe with piping. The Sleeve stripe color corresponds with the Marines Branch. Special color combinations are authorized and correspond with shoulder cord color combinations (Mess Whites) for the General Staff, Deputy Commandant and Commandant and the following combinations are authorized for other distinguished officers:

Past Commandants – Gold and Blue
Brigade OICs – Red and Black

The Blouse color indicates the rank of the Marine in the following manner.
Enlisted E1 – E9 and Warrant Officers W1 – W5 – Black
Officer O1 – O7 – Gray
Officers O8 – O11 – White

All SFMC personnel are authorized to wear the black blouse, as it is the default color for all Marines regardless of rank, position or branch.

Trousers, Dress: Dress Trousers are low waist, straight legged, without cuffs, and with side hip pockets. There is a wide range of acceptable materials, but every effort should be made to use the same material as the Mess Jacket. A 1-inch wide red blood stripe will be worn on each outside seam of the trouser leg, from the bottom of the waistband to the bottom edge of the trouser leg. The dress black trousers may be worn bloused with boots, or unbloused with dress shoes.

Belt: If a belt must be worn it is not to be exposed.

Headgear: No headgear is authorized for wear with the Mess Black Uniform.

Footwear: High gloss black dress shoes may be worn with the Mess Black Uniform. Aerospace branch and jump/para-qualified members of the Infantry and Special Operations Branches may wear spitshined Jump boots.

Insignia & Accoutrement: Only the following items are authorized for wear with the Mess Black Uniform.
1. **Insignia of Grade (7.3.10.2 or 7.3.10.6)** - Worn on the right collar.
2. **SFMC Insignia (Collar Brass) (7.3.5.1)** - Worn on the left collar.
3. **Combadge/Branch Badge (7.3.11.2)** - Worn on the left breast below the shoulder piping.
4. **Branch Devices (Type A Insignia) (7.3.1)** - Worn centered above the Combadge, but below the shoulder piping.
5. **Dress gloves (7.3.11.71)** - White (when authorized by local commanders).

(Decoration Ribbons, Shoulder Cords, Qualification Badges and exposed belts are NOT authorized for wear on this uniform at any time.)

7.2.1.4 Class A Uniforms: Dress Blouse Black

This uniform shares the highest level with the Mess Blacks and Dress Uniform, Original Series for purposes of Uniform of the Day planning and shares the highest level uniform for the purpose of formal dinners. It is available for use by Marines emulating any Star Trek time periods.

Occasions for wear:
 1. On duty, as prescribed by local commanders.
 2. Off duty, the Dress Black Uniform is normally the prescribed uniform for social functions.
 3. On other appropriate occasions, as desired. When worn with white gloves, the Dress Blouse Uniform Black constitutes a formal uniform and corresponds to a civilian tuxedo.

Composition:
The Dress Blouse Uniform is comprised of the Dress Blouse, the Dress Trousers, a Dress Branch of Service (BOS) Tunic or Dickey, and accessories and accoutrement as authorized.

Blouse, Dress: The Dress Blouse is based on a stewards jacket available commercially from several retail sources. It has 6 large buttons as a closure aligned down the center of the front of the garment. All of these buttons must be secured for the uniform to be properly worn. It includes a mandarin style standing collar. Epaulets are added to each shoulder to facilitate the wear of shoulder boards. These may be either permanently installed or affixed through the use of commercially available hook and loop (i.e. Velcro) fasteners.

Trousers, Dress: Dress Trousers are low waist, straight legged, without cuffs, and with side hip pockets. There is a wide range of acceptable materials, every effort should be made, however, to ensure a uniform look between blouse and trousers. A 1-inch wide red blood stripe will be worn on each outside seam of the trouser leg, from the bottom of the waistband to the bottom edge of the trouser leg. The dress black trousers may be worn bloused with boots, or unbloused with dress shoes.

Tunic/Dickey, Branch of Service, Dress: Under the jacket a tunic or dickey is worn. This shall be in the color of the marine's branch of service (BOS), except that First Sergeants, Sergeants Major, Unit OICs, and General Staff officers may wear a white dickey instead of the BOS color.
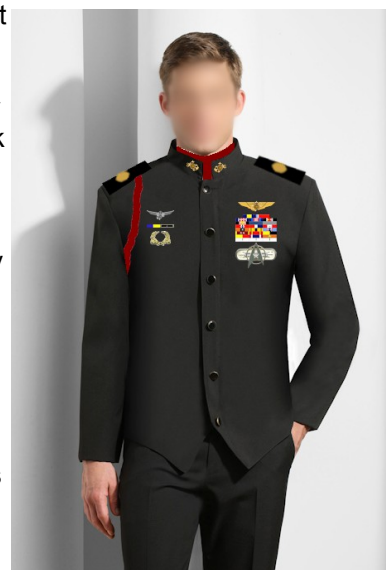
Belt: The black web belt is worn with the buckle edge aligned with the blouse and pant closure edges. The buckle is gold for officers, silver for enlisted.

Headgear: Only the beret is authorized for wear with the Dress Blouse Black Uniform.

Footwear: Boots or dress shoes may be worn with the Dress Blouse Black Uniform.

Insignia & Accoutrement: Only the following items are authorized for wear with the Dress Blouse Black Uniform:
 1. *Decoration ribbons (7.3.12)* - to be worn centered on the left breast area.
 2. *Branch Devices (Type A Insignia) (7.3.1)* - to be worn 1/2 inch above and centered to the SFMC Ribbon Rack.
 3. *Combadge/Branch Badge (7.3.11.2)* - Worn 1/2 inch below and centered to the SFMC Ribbon Rack.
 4. *Campaign Ribbons (Type D Insignia) (7.3.4)* - to be worn centered on the right breast area.
 5. *Qualification Badges (Type B Insignia) (7.3.2)* - to be worn 1/2 inch above and centered to the Campaign Ribbons (if worn).
 6. *Command College Qualification Badges (Type C Insignia)* **(7.3.3)** - to be worn 1/2 inch below and centered to the Campaign Ribbons (if worn).
 7. *SFMC Insignia (Collar Brass) (7.3.5.1)* - to be worn on the ends of the collar, left and right. If old style collar brass is to be worn, the points on the anchors should be aligned pointed toward the gig line.
 8. *Shoulder Cord (7.3.7)* - the SFMC Shoulder Cord with authorized attachments (if any) is to be worn on

the right shoulder.
9. *Dress gloves* **(7.3.11.71)** - White (when authorized by local commanders).
10. **Insignia of Grade, Shoulder Boards (7.3.10.4 or 7.3.10.5)** - worn as Shoulder Boards.

7.2.1.5 Class A Uniform: Mess Whites (a.k.a. Salt and Pepper)

This is normally considered the second highest level uniform for purposes of Uniform of the Day planning.

Occasions for Wear:
1. Social functions of a general or official nature after retreat.
2. On other appropriate occasions, as specified by local commanders or as desired. When worn with long sleeves and white gloves, the Mess White Uniform constitutes a formal uniform and corresponds to a civilian tuxedo.

Composition: The Mess White Uniform is comprised of the White Dress Shirt, the Dress Trousers, the Black four-in-hand Necktie (with long sleeve dress shirt), and accessories and accoutrement as authorized below.

Shirt, Dress White: This is a buttoned white shirt, long or short sleeved, with two button-down chest pockets and shoulder epaulets. (This is often called an aviator style shirt, and is often worn by security officers and policemen.) The shirt is worn tucked into the trousers, so that the front row of buttons (the Gig Line) lines up with the belt buckle and closure of the pants.

Trousers, Dress: Are straight legged black dress trousers. A 1-inch wide red blood stripe will be worn on each outside seam of the trouser leg, from the bottom of the waistband to the bottom edge of the trouser leg.

Necktie, Four-In-Hand Black: A conservative black tie, without adornment or design, is worn with the long sleeve shirt. If a tie clasp is used to secure the tie, it must be small, gold in color and plain in style. Enlisted may choose to wear a wear a silver colored tie clasp instead of a gold colored one.

Belt: The black web belt is worn with the buckle edge aligned with the shirt and pant closure edges. The buckle is gold for officers, silver for enlisted.

Headgear: Only the beret is authorized for wear with the Mess White Uniform.

Footwear: Dress shoes are worn with the Mess White Uniform

Insignia & Accoutrement: Only the following items are authorized for wear with the Mess White Uniform.
1. **Insignia of Grade, Shoulder Boards (7.3.10.4 or 7.3.10.5)** - Large rank insignia are worn centered on the shoulder boards (see below). The top edge of enlisted rank points towards the neck; officer insignia is centered on the shoulder board, along a line between the neck and point of the shoulder.
2. **SFMC Insignia (Collar Brass) (7.3.5.1)** - Worn on the tip of each collar, centered from the edges and 1/2 inch from the point.
3. **SFMC Ribbon Rack (7.3.12)** - Worn 1/2 inch above and centered on the top edge of the left breast pocket flap.
4. **Combadge/Branch Badge (7.3.11.2)** - Worn centered on the left pocket flap.
5. **Branch Devices (Type A Insignia) (7.3.1)** - Worn centered on the left breast 1/2 inch above ribbons.
6. **Nameplate (7.3.11.1**) - A 3 inch long by 1 inch wide engraved plastic nameplate is worn centered on and 1/2 inch above the right breast pocket flap top edge. The name plate has gold or white lettering on a black background, and shows the wearer's last name only.
7. **Qualification Badges (Type B Insignia) (7.3.2)** - Worn centered on the right breast pocket flap (when authorized by local commanders).
8. **Dress gloves (7.3.11.71)** - White (when authorized by local commanders).
9. **Shoulder Cord (7.3.7)** - Worn on right shoulder.

Class A (Women's Variant)
This variant replaces the Dress Trousers with the Dress Skirt, and changes the headgear and footwear to more feminine styles on the Mess Blacks, Dress Blacks and Mess White Uniforms.

Skirt, Dress: This is a plain black skirt with a 1 inch red blood stripe running vertically along the two outer seams, from the bottom of the waistband to the bottom edge of the skirt. It shall be hemmed so the edge falls within a range of 1 inch above to 1 inch below the knee. It can be with or without side hip pockets.

Headgear: The beret may be replaced with a US Navy Women's Service Hat on the Mess White Uniform. The beret is the only authorized headgear for wear on the Dress Black uniform. No head gear is authorized for wear on the Mess Black Uniform.

Footwear: There are two types of footwear authorized with the Woman's variant. Plain black pumps and hosiery are worn with the skirt. The pumps should be highly polished, have no bows or decorations, and have heels of 3 inches or less. Stockings or pantyhose should be flesh-toned, without decoration or visible seams. Fishnet, lace, or multicolored hosiery is specifically prohibited. Calf-high black boots are also authorized. Boots will be highly polished, have no decorations, plain toe and have heels of three inches or less. Combat boots are not authorized to be worn with the dress skirt.

Insignia & Accoutrement:
The same items are authorized for wear on the Women's Variant. The combadge is worn above the ribbons and the other Accoutrement may be adjusted as necessary for proper fit and image. Women are also authorized to carry a plain black purse with no adornment or decoration.

7.2.2 Class B Duty Uniforms

7.2.2.1 Class B Uniforms: Duty Uniforms (TOS)

This is normally considered the third highest level uniform for purposes of Uniform of the Day planning. It is based on the standard uniform seen on Star Trek: The Original Series.

> NOTE:
> The Duty Uniform is the most recognizable Trek uniform as well as usually being suitable for most occasions.

Occasions for Wear: 1. On duty, as prescribed by local commanders. 2. On other appropriate occasions, as desired.

Composition: This Duty Uniform is comprised of the Shirt and the Original Series Trousers, and accessories and accoutrement as authorized below.

Shirt, Duty: The shirt is the standard uniform shirt seen in episodes of Star Trek (the Original Series). It is charcoal instead of a branch or departmental color. The shirt is worn outside the trousers, not tucked into the waistband.

Trousers, Original Series: Original Series Trousers are black in color, low waist, bell bottomed and without side and hip pockets. A 1inch wide red "blood" stripe is worn along the outside of each leg. The trousers are worn bloused into or at the top of the boot. An acceptable option is to wear the Dress Trousers worn with other SFMC Dress Uniforms.

Belt: The black web belt is worn with the buckle edge aligned with the shirt and pant closure edges. The buckle is gold for officers, silver for enlisted.

Headgear: Only the beret is authorized for wear with the Duty Uniform, Original Series.

Footwear: Black boots, no laces, similar to those seen in Star Trek (The Original Series) may be worn with the Duty Uniform, Original Series. Acceptable options are Boots or dress shoes.

Insignia & Accoutrement: Only the following listed items are authorized for wear with the Duty Uniform, Original Series.
1. **Insignia of Grade, Sleeve Braid (7.3.10.8)** - Worn on both sleeves, using same format as rank worn in Star Trek (The Original Series). Gold Braid for Officers, Silver Braid for Enlisted Marines. Braid is to begin 2" above the Sleeve cuff. Please consult the rank chart in this manual for exact rank to be worn. Non-metallic Braid may be used as long as it is substantially similar to the braid seen on Star Trek.
2. **SFMC Insignia (Collar Brass) (7.3.5.1)** - Globe, Anchor and Delta to be worn ½" above highest rank braid. May be the current SFMC collar pin or embroidered and sewn on the sleeves as appropriate.
3. Chest Badge – Worn in the usual place on the left chest. This insignia consists of one of the following:
   a) Your Chapter Insignia (NOT Chapter Patch) if one has been developed (similar to the insignia used by the different ships of Starfleet as shown on Star Trek, The Original Series).
   b) The embroidered SFMC Globe, Delta and Anchor worn on the sleeves.
   c) A silver "Trek Delta" with the appropriate branch insignia embroidered in the center to denote your SFMC Branch of Service.

FEMALE VARIANT:
This variant replaces the Duty Trousers with the Duty Skirt, and changes the footwear to more feminine styles. Women may wear the Male Variant of this uniform if they so choose.

Skirt, Original Series: This is a plain black skirt (mini skirt is worn on Star Trek (Original Series)) with a 1 inch red blood stripe running vertically along the two outer seams, from the bottom of the waistband to the bottom edge of the skirt. It shall be hemmed so the edge falls within a range of 2-4 inches above the knee. It should be without side hip pockets.

Footwear: There are two types of footwear authorized with the Woman's variant. Plain black pumps and hosiery are worn with the skirt. The pumps should be highly polished, have no bows or decorations, and have heels of 3 inches or less. Stockings or pantyhose should be flesh-toned, without decoration or visible seams. Fishnet, lace, or multicolored hosiery is specifically prohibited. Calf-high black boots are also authorized. Boots will be highly polished, have no decorations, plain toe and have heels of three inches or less. Combat boots are not authorized to be worn with the dress skirt.

Insignia & Accoutrement: The same items are authorized for wear on the Women's Variant. The Branch Insignia may be adjusted as necessary for proper fit and image. Women are also authorized to carry a plain black purse with shoulder strap and no other adornment or decoration.

Uniform Design by Peter Christian, USS Thermopylae

7.2.2.3 Class B Uniforms: Duty Uniforms (DS9 and VOY)

This is normally considered the third highest level uniform for purposes of Uniform of the Day planning. It is based on the standard uniform seen on Star Trek: First Contact and lately on Star Trek: Deep Space Nine.

Occasions for Wear:
1. On duty, as prescribed by local commanders.
2. On other appropriate occasions, as desired.

Composition: The Duty Uniform is comprised of the Duty Jacket, the Duty Trousers, a Duty Branch of Service (BOS) Tunic or Dickey, and accessories and accoutrement as authorized below.

Jacket, Duty: The jacket is the standard open collar, shoulder cut, Starfleet issue top. It is black with gray shoulders. The shoulder area is quilted vertically. The jacket is worn outside the trousers, not tucked into the waistband.

Tunic/Dickey, Branch of Service, Duty: Under the jacket is worn a tunic or dickey with a turtleneck collar (this is the principle distinguishing feature between the Fleet and SFMC versions of the Duty Uniform). This shall be in the marine's BOS color, except that First Sergeants, Sergeants Major, Unit OICs, and General Staff officers may wear a white dickey instead of the BOS color.

Trousers, Duty: Duty Trousers are black in color, low waist, straight legged and with or without side and hip pockets. Simple black dress slacks without any product labels will do (they should be plain front—unpleated). The trousers are worn unbloused.

Belt: The black web belt is worn with the trousers, under the jacket.

Headgear: Only the beret is authorized for wear with the Duty Uniform.

Footwear: Boots or dress shoes may be worn with the Duty Uniform.

Insignia & Accoutrement: Only the following items are authorized for wear with the Duty Uniform.
1. **Insignia of Grade (7.3.10.2 or 7.3.10.6)** - Worn on the right of the turtleneck, placed horizontally and centered vertically.
2. **SFMC Insignia (Collar Brass) (7.3.5.1)** - Worn on the left of the turtleneck, centered vertically.
3. **Combadge/Branch Badge (7.3.11.2)** - Worn in the usual place on the left chest.

7.2.2.4 CLASS B Uniform: Duty Uniform, TNG TV Series

This is normally considered the third highest level uniform for purposes of Uniform of the Day planning. It is based on the standard uniform seen on Star Trek: The Next Generation

Occasions for Wear:
1. On duty, as prescribed by local commanders.
2. On other appropriate occasions, as desired.

Composition: The Duty Uniform is comprised of the Jacket and Trousers, and accessories and accoutrement as authorized below.

Jacket: The Jacket is a pull over style with collar as seen in episodes of Star Trek: The Next Generation and early episodes of Deep Space Nine. Keeping with the TOS SFMC tradition the color is charcoal instead of branch or departmental color as with the Fleet side.

Trousers: Duty Trousers are black in color, low waist, straight legged and with or without side and hip pockets. Simple black dress slacks without any product labels will do (they should be plain front—unpleated). A 1" wide red "blood" stripe is worn along the outside of each leg. The trousers are worn bloused into or at the top of the boot.

Headgear: Headgear is optional for wear with the Duty Uniform, TNG Series. If worn all standard rules for wearing headgear must be observed. (only wearing outdoors or while under arms)

Footwear: Black boots may be worn with the Duty Uniform, TNG Series. Acceptable options are high gloss black dress shoes (pants wouldn't be bloused in this case) or spit-shined combat/jump boots.

Insignia & Accoutrement: Only the following listed items are authorized for wear with the Duty Uniform
1. **Insignia of Grade (7.3.10.2 or 7.3.10.6)** - Worn at the right side of the Jacket collar. Be sure to consult the appropriate SFMC Manual for exact rank to be worn.
2. **SFMC Insignia (Collar Brass) (7.3.5.1)** - Worn on the left collar centered vertically.
3. **Combadge/Branch Badge (7.3.11.2)** - Worn on the left breast
4. **Branch Devices (Type A Insignia) (7.3.1)** - If entitled to do so, the wearer may wear one Type A Branch Device above the above the combadge and centered horizontally with the black yoke of the uniform.

7.2.2.5 Service Undress Uniform (Scotty B)

This is normally considered the third highest level uniform for purposes of Uniform of the Day planning. It is based on the working uniform seen in various motion pictures set in the late 23rd Century, most prominently worn by Montgomery Scott, hence the informal nickname of "Scotty" for this uniform type.

Occasions for Wear:
1. On duty, as prescribed by local commanders.
2. On other appropriate occasions, as desired

Composition: The Service Undress Uniform is comprised of the Duty Vest, the Duty Trousers, a Duty Branch of Service (BOS) Tunic, and accessories and accoutrement as authorized below.

Vest, Duty: The Duty Vest is a black, roughly hip length vest with a squared off hem and a front closure, roughly similar to those worn by Starfleet personnel in the late 23rd century. The duty vest shall be of generally solid construction (i.e. not primarily composed of a mesh fabric) and may include useful pockets.

Due to local supply situations, the details of the appearance of the duty vest may vary from unit to unit, but all members of the same unit should endeavor to wear similar if not identical vests. The details of insignia and accoutrement worn on the duty vest are described in the uniform descriptions referencing the vest.

Tunic, Branch of Service, Duty: Under the vest is worn a tunic with a turtleneck or mock turtleneck collar (ribbed or unribbed). This shall be in the marine's BOS color, except that those holding the office of First Sergeants, Sergeants Major, Unit OICs, and General Staff officers may wear a white tunic instead of the BOS color. The tunic is normally long sleeved, but short sleeves may be worn when appropriate for local conditions.

Trousers, Duty: Duty Trousers are black in color, low waist, straight legged and with or without side and hip pockets. Simple black dress slacks without any product labels will do (they should be plain front—unpleated). The trousers are worn unbloused. At the discretion of local commanders, the trousers may include the same 1 inch "blood stripe" as found on the Dress Trousers for the Dress Black uniform

Belt: The black web belt is worn with the trousers, under the vest.

Headgear: Only the beret is authorized for wear with the Service Undress Uniform.

Footwear: Black boots or black casual shoes may be worn with the Service Undress Uniform. The footwear need not be highly polished, but must be neat and clean in appearance.

Insignia & accoutrement: Only the following items are authorized for wear with the Service Undress Uniform.
1. **Insignia of Grade (7.3.10.2 or 7.3.10.6)** - Worn on the right of the turtleneck, placed horizontally and centered vertically. For enlisted ranks, the tips of the chevrons are worn pointing forward.
2. **SFMC Insignia (Collar Brass) (7.3.5.1)** - Worn on the left of the turtleneck, centered vertically.
3. **Combadge/Branch Badge (7.3.11.2)** - Worn centered on the left breast pocket flap or in an equivalent location if the vest has no such pocket and/or flap.
4. **Branch Devices (Type A Insignia) (7.3.1) or Qualification Badges (Type B Insignia) (7.3.2)** - As an option, a single Branch Device earned may be worn centered relative to the combadge, 1 inch above the combadge.

7.2.3 Class C Field Uniforms

7.2.3.1 Class C Uniforms: Battle Dress Uniforms (BDU)

This is normally considered the fourth highest level uniform for purposes of Uniform of the Day planning. It is widely available at Army/Navy stores and via mail order, and is therefore the easiest uniform to obtain.

NOTE:
Because this uniform is intended to be worn in a tactical environment, non – reflective (subdued) versions of insignia and badges can be worn.

Occasions for Wear:
1. On duty, as prescribed by local commanders.
2. On other appropriate occasions, as desired. The BDU is authorized for year-round wear by all personnel and is the normal service uniform for outdoor and/or tactical situations.

Composition: The top consists of a standard black BDU four pocket blouse with a gray T -shirt worn under it. The trousers are standard black BDU pants with cargo pockets. The material may be cotton (winter weight) or ripstop nylon (summer weight), but whatever material is used to make the shirt, the same must also be used to make the trousers, in order to present a standard appearance. The shirt is worn outside the trousers.

Belt: The black web belt is worn with the trousers, under the jacket. A black buckle may be worn when wearing subdued devices or insignia. A white or black pistol belt may be worn on the outside of the blouse as directed by local commanders. The white pistol belt should be reserved for dress use or to signify a marine on guard or watch duty.

Headgear: Either the black eight-point cover, the black beret, or Black ball cap with SFMC, BDE or Unit patch affixed may be worn.

Footwear: Boots are required. Trousers may be worn bloused or unbloused.

Insignia & Accoutrement: Only the following items are authorized for wear on the BDU.
1. **Insignia of Grade** – either:
   a) **(7.3.10.2) or (7.3.10.6)** as appropriate, worn on the tip of both collars, centered from the edges and 1/2 inch from the point, or,
   b) **(7.3.10.2) or (7.3.10.6)** as appropriate, worn on the tip of the right collar and **SFMC Insignia (Collar Brass) (7.3.5.1)** insignia worn on the tip of the left collar.
   Every attempt should be made by all the marines of a unit to wear the same collar insignia.
2. **SFMC Patch (7.3.5.2)** - Worn centered on the left shoulder, 1/2 inch below the shoulder seam.
3. **Brigade Patch (7.3.5.3)** - If worm, is worn centered on the right shoulder, 1/2 inch below the shoulder
4. **Chapter Patch (7.3.5.5)** - If worn, is worn centered on the right breast pocket.
5. **Unit Patch (7.3.5.4)** - If worn, is worn centered on the left breast pocket.
6. **Nametape (7.3.11.52)** - worn centered on the right pocket with the bottom of the tape flush with the top pocket flap seam and running from pocket edge to pocket edge.
7. **SFMC Tape (7.3.11.51)** - worn centered on the left pocket with the bottom of the tape flush with the top pocket flap seam and running from pocket edge to pocket edge.
8. **Branch Devices (Type A Insignia) (7.3.1)** - If entitled to do so, the wearer may wear one Type A Branch Device, either pin or embroidered, 1 inch above and centered on the SFMC tape.
9. **Combadge/Branch Badge (7.3.11.2)** - If worn, is worn centered on the left breast pocket flap.
10. **Qualification Badges (Type B Insignia) (7.3.2)** - If entitled to do so, the wearer may wear one Type B Qualification Badge, either pin or embroidered, centered on the right breast pocket flap.

7.2.3.2 Class C (Flight Suit):

This is normally considered the same level uniform as the BDU for purposes of Uniform of the Day planning. It is widely available at Army/Navy stores and via mail order, and is therefore the easiest uniform to obtain.

NOTE:
The Flight Suit worn by Aerospace personnel is the same as the Vehicle Crew Garment worn by Armor and Mecha personnel, the only difference being the latter has an extraction handle on the back.

Occasions for Wear:
1. On duty, as prescribed by local commanders.
2. On other appropriate occasions, as desired. The Flight Suit is authorized for year-round wear by all Aerospace Branch personnel and is the normal service uniform for outdoor and or tactical situations.

Composition: The Flight Suit is a standard black one-piece jumpsuit made from cotton, cotton blend, or Nomex™*, with a gray T-shirt worn under it.

Belt: A black pistol belt may be worn on the outside of the flight suit as directed by local commanders.

Headgear: Either the black eight-point cover, the black beret, or black ball cap with SFMC, BDE or Unit patch affixed may be worn with the Flight Suit.

Footwear: Boots are required, although the suit legs are worn unbloused.

Insignia & Accoutrement: Only the following items are authorized for wear on the Flight Suit.
1. **SFMC Patch (7.3.5.2)** - Worn centered on the left shoulder, 1/2 inch below the shoulder seam.
2. **Brigade Patch (7.3.5.3)** - Worn centered on the right shoulder, 1/2 inch below the shoulder seam.
3. **Chapter Patch (7.3.5.5)** - If worn, is worn centered on the right breast pocket. A patch for the aircraft flown by the pilot may be worn in this position.
4. **Unit Patch (7.3.5.4)** - If worn, is worn centered on the left breast pocket.
5. **Flight/Crew Suit Name Plate (7.3.11.6)** - A cloth or leather nameplate which includes the SFMC aviator wings (when authorized), full name, rank, and the letters "SFMC" may be worn on the left chest in the area of the suit designed for the plate.

7.2.3.3 Class C (Vehicle Crew Garment): This is normally considered the same level uniform as the BDU for purposes of Uniform of the Day planning. It is widely available at Army/Navy stores and via mail order, and is therefore the easiest uniform to obtain.

Occasions for Wear:
1. On duty, as prescribed by local commanders.
2. On other appropriate occasions, as desired. The Vehicle Crew Garment is authorized for year – round wear by all Mecha and Armor Branch personnel and is the normal service uniform for outdoor and/or tactical situations.

Composition: The Vehicle Crew Garment is identical to the Flight Suit with the exception of an extraction handle sewn to the back of the suit between the shoulder blades. This handle should be 1-1/4 inch wide web belt material and sewn on in such a manner as to support the wearer's weight in an emergency.

*Nomex is a trademark of DuPont. All rights reserved. No infringement intended.

7.2.3.4 All Weather Work Uniform (Scotty C):
This is normally considered the fourth highest level uniform for purposes of Uniform of the Day planning. Like the Service Undress Uniform, it is based on the working uniform seen in various motion pictures set in the late 23rd Century, most prominently worn by Montgomery Scott, hence the informal nickname of "Scotty" for this uniform type. The main components of this uniform, like the BDU, are widely available, making it easy to obtain.

Occasions for Wear:
1. On duty, as prescribed by local commanders.
2. On other appropriate occasions, as desired. The All Weather Work Uniform is intended to be worn to provide the maximum comfort and personal safety for Marines when working outdoors. The All Weather Work uniform is not considered appropriate for Color Guard/Honor Guard duty in most circumstances.

Composition: The All Weather Work Uniform is comprised of the Duty Vest, work trousers, a working shirt, and accessories and accoutrement as authorized below.

Vest, Duty: The Duty Vest is a black, roughly hip length vest with a squared off hem and a front closure, roughly similar to those worn by Starfleet personnel in the late 23rd century. The duty vest shall be of generally solid construction (i.e. not primarily composed of a mesh fabric) and may include useful pockets.

Due to local supply situations, the details of the appearance of the duty vest may vary from unit to unit, but all members of the same unit should endeavor to wear similar if not identical vests. The details of insignia and accoutrement worn on the duty vest are described in the uniform descriptions referencing the vest.

Work Trousers: The work trousers are black, of suitable sturdiness for the job at hand. Trousers may be BDU or Cargo style in order to provide more useful pockets, Short trousers may be authorized by local commanders where conditions warrant.

Work Shirt: The shirt may be any shirt of neat, clean appearance appropriate for the weather. This includes, but is not limited to T-shirts, polos, long or short sleeved working shirts, etc. Every effort should be made for all members of a unit to wear the same shirt to present a uniform appearance, but individual Marines should not feel compelled to wear a shirt that may present them with safety risks in the interests of uniform appearance.

Belt: The black web belt is worn with the trousers, under the vest. A black pistol belt may be worn with the uniform to hold potentially useful items too large to conveniently fit in any pocket such as a canteen, large flashlight, individual first aid kit, tools, etc.

Headgear: Either the black eight-point cover, the black beret, or Black ball cap with SFMC, BDE or Unit patch affixed may be worn. The headgear worn should be appropriate to weather conditions.

Footwear: Any black or dark footwear in good repair and neat condition appropriate to the weather and type of work being performed may be worn. Trousers may be worn bloused or unbloused with boots.

Insignia & Accoutrement: Only the following items are authorized for wear on the Duty Vest.
1. **Insignia of Grade (7.3.10.1 or 7.3.10.6)** - Because of the possible variation in shirts, rank insignia are worn centered on the right breast pocket flap of the Duty Vest, centered on the pocket if no flap exists, or in an equivalent location if no such pocket exists. The rank insignia may be either standard metal pins or embroidered cloth insignia of the same size.
2. **SFMC Insignia (Collar Brass) (7.3.5.1)** - Worn centered on the left breast pocket flap of the Duty Vest or equivalent location only if neither the optional SFMC patch nor SFMC tape is worn.
3. **SFMC Patch (7.3.5.2)** - If worn, is worn centered on the right breast pocket. A patch for the aircraft flown by the pilot may be worn in this position.
4. **Brigade Patch (7.3.5.3)** - At the discretion of local commanders, a BDE patch may be worn prominently on the right side of the Duty Vest. Due to the possible variations of the Duty Vest, no exact location for this patch can be specified, other than it should be at least ½ inch below the rank insignia. All members of a unit should wear the BDE patch in an equivalent location.
5. **Nametape (7.3.11.52)** - As an option, a name tape exactly as called out for the Class C BDUs may be worn above the right breast pocket of the Duty Vest. If no such pocket exists, the name tape is worn ½

above and centered on the rank insignia. If the name tape is worn, the SFMC tape must also be worn.
6. **SFMC Tape (7.3.11.51)** - As option, the same SFMC tape called out for the Class C BDUs may be worn in an equivalent location on the left side of the Duty Vest
7. **Branch Devices (Type A Insignia) (7.3.1)** - If the wearer is entitled to wear distinctive items (such as Aviator wings), they may wear a single embroidered device insignia stitched 1/2 inch above and centered on the SFMC tape (if worn) or in an equivalent location on the Duty Vest.

Special note: it is permissible for all the cloth insignia and accoutrement listed above be attached with a hook and loop faster (i.e. Velcro) to the Duty Vest to allow the same vest to be used for both the All Weather Work Uniform and Service Undress Uniform, provided the vest is kept clean and in good repair.

The entire purpose of this uniform is to allow some uniformity of appearance for units participating in operations potentially hazardous to more expensive, less robust attire. Effort should be made among the members of such units to be as closely matching as possible given the circumstances. It should be noted, however, that UNDER NO CIRCUMSTANCES WILL UNIFORM APPEARANCE OVERRIDE THE SAFETY CONSIDERATIONS OF MARINES!! Our members are our most important asset and must be treated with care and respect for their safety and comfort.

7.3 – Uniform accoutrement and Accessories

What sets the SFMC uniform apart from other fan wear is the collection of insignia and markings we wear on them. As the Corps has grown, and participation in various programs has increased, the number of different pieces available to the individual marine has similarly increased. As additional types of Accoutrement are approved for use, this manual will be updated to reflect those changes.

7.3.1 Branch Devices (Type A Insignia)

Awarded with the successful completion of the SFMCA Course indicated, Branch Devices are worn as specified in the descriptions of each uniform.

7.3.1.1 Aerospace Wings (AE-291 or AE-301)
This is an SFMC designed pin and is available exclusively through the SFMC Quartermaster.

7.3.1.2 Armor Branch Device (AR-301)
This is an SFMC designed pin and is available exclusively through the SFMC Quartermaster.

7.3.1.3 Combat Engineers Branch Device (CE-301)
This is an SFMC designed pin and is available exclusively through the SFMC Quartermaster.

7.3.1.4 Infantry Branch Devices

7.3.1.41 Infantry Advanced Device – Silver (IN-201)
This is an SFMC designed pin and is available exclusively through the SFMC Quartermaster.

7.3.1.42 Infantry Expert Device – Gold (IN-301)
This is an SFMC designed pin and is available exclusively through the SFMC Quartermaster.

7.3.1.5 Maritime Operations (MO-301)
This is an SFMC designed pin and is available exclusively through the SFMC Quartermaster.

7.3.1.6 MECHA Wings (ME-301)
This is an SFMC designed pin and is available exclusively through the SFMC Quartermaster.

7.3.1.7 Medical Branch Device (MD-301)
This is an SFMC designed pin and is available exclusively through the SFMC Quartermaster.

7.3.1.6 Special Operations Branch Device (SO-301)
This is an SFMC designed pin and is available exclusively through the SFMC Quartermaster.

7.3.1.61 Special Operations Executive (SOE Pin)
This item is authorized to replace any **SINGLE** SFMC pin wherever it is called out for SFMC uniforms, or headgear, if the wearer is already qualified for the Special Operations device.
This is an SFMC designed pin and is available exclusively through the SFMC Quartermaster. It should be noted that this item exists solely because of an error. No similar items will be created for other Branches, nor will these be reordered when the supply is exhausted.

7.3.1.7 Support Branch Device (SU-301)
This is an SFMC designed pin and is available exclusively through the SFMC Quartermaster.

7.3.2 Qualification Badges (Type B Insignia)

Awarded under the circumstances indicated, all Qualification Badges will be worn on as specified in the description of each uniform.

7.3.2.1 Aeromedical Wings

Awarded for successful completion of MD-221.

These wings are the Senior Army Flight Surgeon Wings with a small combadge pin affixed to the top of the shield between the wings. The Senior Army Flight Surgeon Wings are available from Supertrooper (part number 53X-SFL) (www.supertrooper.com) or from Saunders Insignia (part number MS46B) (www.saundersinsignia.com), and the combadge pin (Part number ST-PNVYHPV203) is available from Starbase Atlanta (http://starbaseatlanta.com).

7.3.2.2 Combat Medic Badge

Awarded for successful completion of MD-291.

This device is created by painting the US Army Expert Field Medic Device gold and the cross on this item is to be painted red. The US Army Expert Field Medic Device (part number MC48A) is available from Saunders Insignia (www.saundersinsignia.com). In this example there is an added gold star in the middle of the red cross, this denotes that the wearer was a beta tester for the original course.


7.3.2.3 Parachutist Wings

Awarded for successful completion of SO-150.

This is an SFMC designed pin and is available exclusively through the SFMC Quartermaster. Marines who have earned this badge AND are Real World jump qualified may paint the parachute canopy gold.

7.3.2.4 John Philip Sousa Award

Issued to Marines who play an instrument at an official SFMC event on Brigade level or higher either with a band, small group, or playing solo.
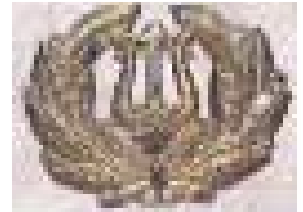
7.3.3 Command College Qualification Badges (Type C Insignia)

Awarded under the circumstances indicated, all Command College Qualification Badges will be worn as specified in the descriptions of each uniform.

7.3.3.1 Advanced Studies Badge

Awarded for successful completion of any SFMCA -601 level course.

This device is the US Army Staff Specialist device painted gold with a small combadge affixed to the center of the book. The Staff Specialist insignia (part number M89C) is available from Saunders Insignia (www.saundersinsignia. com), and the combadge pin (Part number ST-PN-VYHPV203) is available from Starbase Atlanta (http://starbaseatlanta.com).

7.3.3.2 Leadership Qualification Badge

Awarded for successful completion of courses in the Leadership (LD) School as shown below.

For successful completion of LD-100, a silver wreath is authorized for wear;
For successful completion of LD-201, a gold wreath is authorized for wear;
For successful completion of LD-301, the marine may add the red background to the gold wreath.

The wreath device is the JROTC Academic Achievement Insignia (part number 775). The red background for LD-30 is the JROTC felt Achievement Pad (part number 778). Both are available from Glendale (www.glendale.com).

7.3.4 Campaign Ribbons (Type D Insignia)
　　　Awarded under circumstances indicated, all Campaign Ribbons are worn on the right breast ½ inch above the nameplate (if any) but below any Qualification Badge worn (if any). If no name plate or Qualification Badge is worn, Campaign Ribbons are worn as specified in the descriptions of each uniform. Campaign Ribbons may be worn side by side with the highest level being worn on the wearer's right.

7.3.4.1 Commandant's Campaign Award
　　　This ribbon is given for completing or participating (certain criteria may have to be met to qualify) in a Commandant's Campaign.

7.3.4.2 Wilderness Challenge Campaign Award
　　　This badge is issued to any Marine who participates in the Annual SFMC Wilderness Challenge and completes all the criteria. The badge is a black ribbon and a gold frame with a device indicating the SFMCWC that was participated in, i.e. SFMC Wilderness Challenge 2000's device is a bronze arrowhead. A maximum of three such devices can be added to the ribbon.

7.3.4.3 Recruiting Ribbon
　　　This badge is issued to any marine meeting the qualifications set out in Section 8 of the Marine Force Manual for the SFMC Recruiting Ribbon.

7.3.5 Unit Insignia
　　　Unit insignia refers to any and all insignia identifying the SFMC or its constituent units. It is important to note that each individual uniform type will define if and/or where such insignia will be worn.

7.3.5.1 SFMC Pins (aka "Collar Brass")
　　　This is an SFMC designed pin and is available exclusively through the SFMC Quartermaster.

7.3.5.2 SFMC Patch
　　　This is an SFMC designed patch and is available exclusively through the SFMC Quartermaster.

7.3.5.3 Brigade Patch
　　　Your brigade MAY have its own unique patch. Contact your Brigade OIC for further information on this insignia.

7.3.5.4 Unit Patch
　　　Your unit MAY have its own unique patch. Contact your Unit OIC for further information on this insignia.

7.3.5.5 Chapter Patch
　　　Your chapter MAY have its own unique patch. Contact your Unit OIC or Chapter CO for further information on this insignia.

7.3.6 Award Case

The Award Case is an optional uniform accoutrement worn at the discretion of local commanders. It may be used any SFMC uniform with which the wearing of the SFMC Ribbon Rack is authorized.

The Award Case is a strip of black cloth, 4 to 4.5 inches wide and 18 inches long, hemmed on all edges to prevent fraying. (It is strongly suggested that some sort of interface or lining be used to stiffen the strip slightly) It is worn over the visible belt of the dress uniform with the edges and ends aligned so that approximately 9 inches of fabric hangs in front of the belt. The Award Case is worn on the left, aligned with the left hand ribbon rack of the uniform.

The Award Case may be used to display awards not used or authorized by the SFMC, such as ribbons issued by individual chapters, STARFLEET regions, or other departments of STARFLEET. The SFMC will not make any determination on the order of precedence for any such awards, leaving that to the discretion of unit OICs authorizing the wearing of the Award Case by their Marines.

IMPORTANT NOTE: In accordance with general SFMC policy, the Award Case may NOT be used to display real world military awards under any circumstances.

The Award Case is sometimes referred to informally as the "Mud Flap".

7.3.7 Shoulder Cords

Branch of Service shoulder cords are approved for wear on the uniform if the Marine has completed the appropriate -100 or 101 level course from the SFMCA. In other words, if you have not passed AE-100, you may not wear the red Aerospace Branch of Service shoulder cord with any SFMC uniform.

A braided shoulder cord, or aiguilette, is worn with most Class A uniforms. The precise wear of such cords is described in the specifications for each uniform. The shoulder cord is in the wearer's BOS color, and only one shoulder cord is worn.

Additional color combinations are authorized for specific posts within the SFMC. These appear on the Exceptions List to the Branch of Service Color Chart (2.8.1).

7.3.7.1 Team Delta Attachment

Members of SFMCA Team Delta are authorized to wear a black double knotted loop cord attachment. This attachment is authorized for wear at any time and with any uniform with which shoulder cord wear is appropriate. This attachment is currently available from Glendale as SKU 066BK

7.3.7.2 General Staff Retiree Attachment

Any person who has served as a member of the General Staff of the STARFLEET Marine Corps, or as DCO for a General Staff member, for at least 6 months after 1/1/2011 (or receiving a majority vote of the entire GS in the event of a shorter length of service in one of those roles) or for any length of time prior to 2011, is entitled to wear a double knot attachment on the shoulder cord in one of the following configurations:

Entitling Post	Color	Glendale SKU
Deputy Commandant, SFMC Sergeant Major, Major Command Commanding Officers	Metallic Gold	067MG
Major Command Deputy Commanding Officers (DCOs)	Metallic Silver	067MS

No marine is authorized to wear more than one GS (Retiree) (or GSR) Attachment regardless of the number of offices held. Marines who have served more than one entitling role should wear the attachment signifying the highest office held.

A marine who qualifies for a GSR Cord who is also a member of Team Delta may wear both attachments.

No current holder of an Entitling Post may, during their tenure in office, also wear a GSR attachment. Once they leave office, they may again wear the appropriate Retiree Attachment.

Please note that the various staff posts of the Major Commands, below DCO billets, are NOT entitling posts (in other words, the DepDant, SGM/SFMC, Major Command COs and DCOs are specifically the entitling posts). Further, this policy proposal specifically does NOT apply to marines eligible to wear the Commandant or Former Commandant cords.

It must also be noted that nothing in this policy applies to marines who have only held such a post in an "Acting" or "Interim" basis.

EXAMPLES:

Proper Wear – Example Marine serves as a Unit OIC, has served as DCOINFOCOM and COINFOCOM. His cord may be a Kelly and White cord with a Metallic Gold Double Knot Attachment.

Proper Wear – Example Marine serves as Battalion DOIC, has served as DCOFINCOM, and has been selected as a Team Delta inductee. His cord may be Black and White with Black attachment with a gold tip decorated with a Metallic Silver Double Knot Attachment and a Black Double Knot Attachment.

Proper Wear – Example Marine serves as COTRACOM, has served as DCOTRACOM and has been selected as a Team Delta inductee. His proper cord is Blue and White with a Black Double knot Attachment.

Improper Wear – Any combination that includes more than one Metallic Gold and/or Metallic Silver Double Knot Attachment in total.

7.3.8 Branch of Service Color Chart

Branch of Service	Branch Color	Acceptable Shades	Unacceptable Shades
Aerospace	Starfleet Red	Maroon, Garnet, Cranberry, Brick, Crimson, Wine	Bright Red, Blood, Magenta, Rose, Plumb, Fuchsia
Armor	Royal Blue	Dark Blue, Cobalt, Sapphire	Navy, Midnight, Indigo
Combat Engineers	Forest Green	Hunter, Pine, Emerald, Ivy	Kelly, Neon, Lime, Avocado, Olive, Seafoam
Infantry	Black	N/A	Charcoal, Slate, Dark Gray
Maritime Operations	Navy Blue	Navy, Midnight, Indigo	Royal Blue, Dark Blue, Cobalt, Sapphire
MECHA	Silver	Light Gray, Platinum	Darker Grays, Charcoal
Medical	Starfleet Teal	Periwinkle, Ultramarine, Turquoise	Powder Blue, Sky, Green, Aquamarine
Special Operations	Khaki	Tan, Dark Beige	Brown, Eggshell, Light Beige
Support	Starfleet Gold	Mustard, Burnt Gold, Maize, Goldenrod, Marigold	Bright or Light Yellow, Lemon

7.3.8.1 Branch of Service Color Chart Exceptions

Post	Shoulder Cord Color/Description
Corps Level Posts	
Commandant	Gold and White
Deputy Commandant	Gold and Black
Sergeant Major of the SFMC	Red and White
General Staff Officers (COFINCOM, COFORCECOM, COINFOCOM, COTRACOM)	Blue and White
General Staff Deputies (DCOFINCOM, DCOFORCECOM, DCOINFOCOM, DCOTRACOM)	Blue and White w/Blue Attachment and gold tip

Commandant's and Deputy Commandant's Staff	Blue and White w/White Attachment and gold tip
Corps Level Retirees	
Past Commandants	Gold and Blue
Past General Staff Officers (Deputy Commandant, SGM-SFMC, COFINCOM, COFORCECOM, COINFOCOM, COTRACOM)	Metallic Gold Double Knotted Loop Cord Attachment (Glendale SKU 067MG)
Past General Staff Deputies (DCOFINCOM, DCOFORCECOM, DCOINFOCOM, DCOTRACOM)	Metallic Silver Double Knotted Loop Cord Attachment (Glendale SKU 067MS)
Brigade Level Posts	
Brigade Officers-In-Charge	Red and Black
Brigade Deputy Officers-In-Charge	Red and Black w/Black Attachment and gold tip
Battalion Officers-In-Charge	Black and White
Battalion Deputy Officers-In-Charge	Black and White w/Black Attachment and gold tip
Local Unit Officers-In-Charge	Kelly and White
Local Unit Deputy Officers-In-Charge	Kelly and White w/Kelly Attachment and gold tip
Cadets	
Grade 4 Cadets	Scarlet and Gray w/Scarlet Attachment and nickel tip
Grade 3 Cadets	Scarlet and Gray
Training Command	
Team Delta Members	Black Double Knotted Loop Cord Attachment (Glendale SKU 066BK)

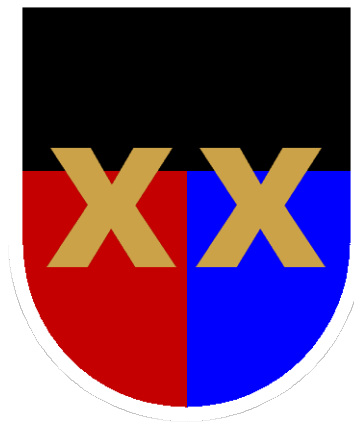| Color	
Black	
Charcoal Gray	
Forest Green	
Gold	
Khaki	
Navy Blue	
Red	
Royal Blue	
Scarlet	
Silver	
Starfleet Gold	
Starfleet Red	
Starfleet Teal	
White	

7.3.9 Head Gear

7.3.9.1 Black Ball Cap
Six Panel design with SFMC, BDE or Unit patch affixed in the front center of the cap. This cap may or may not have mesh panels for the 4 rear panels.

7.3.9.2 Beret
The beret is of one-piece design (no stitches or seam around the top), knitted wool, with no "pip" at the very top. It should have a stiffener inside. The center of this stiffener should be centered over the left eye, and the beret should be folded or draped over the right side of the head.
To the stiffener, at its center, may be attached one of two insignia.
1. An SFMC "Collar Brass" pin, or,
2. An SFMC Beret Flash (pictured right). The Beret Flash may be worn plain or with one of the following options:
    1. Marines wearing the Beret Flash may attach number pins (¾ inch brass) in the center to indicate the wearer's brigade. The SFMC Beret Flash is an SFMC designed item and available exclusively through the SFMC Quartermaster. The number pins are available through: http://www.pinmart.com/stock-pins-letters.aspx.
    2. An SFMC "Collar Brass" or ½ inch rank insignia pin may replace the brigade numbers affixed to the center of the flash. Enlisted personnel may wear the standard enlisted rank insignia with chevrons oriented up.
    3. One small rank insignia pin may be worn centered on the flash.
Only beret flashes authorized at the GS level are official. No other beret flashes are authorized for wear with SFMC uniforms, due to concerns about conflicts with real-world military units.
The black beret is universal, in that it may be worn with any SFMC uniform when headgear is appropriate. No other beret colors are authorized for wear within the SFMC.

7.3.9.3 Women's Service Cap
For the Women's Mess White Uniform, the beret may be replaced with a US Navy Women's Service Hat. This hat should be black and white in color. The SFMC insignia is pinned in the center of the front riser.

7.3.9.4 Eight Point Cover
The eight-point cover is authorized for wear with the BDU. The cap is a standard eight-panel USMC Utility Cap, but black in color. It should be without markings or lettering, and no insignia is worn on the cap.

7.3.9.5 Boonie Hat
During work assignments during particularly sunny conditions or rain, a marine may opt to wear protective headgear to shield himself from such effects. Any Class C uniform with which an Eight Point Cover, or Ball Cap is authorized, may substitute a plain black full brimmed hat. This is generally referred to as a Boonie Hat. Such hats are to be worn without insignia, without hat band or cord, and with or without chin strap. It bears repeating that this is NOT a fashion choice, but rather a means of safeguarding the health and safety of our members.
While matching or similar hats among the marines of a unit is preferable, no marine should feel compelled not to wear such a hat should he or she have need of the protections afford by it.

7.3.10 Insignia of Grade

There are numerous insignia of grade authorized for wear on the various SFMC uniforms. Descriptions of each of these insignia is below. Specifics regarding appropriate placement of such insignia is included with each uniform.

7.3.10.1 1 Inch Officer Rank Pins
Currently authorized only as markings on the Black Plain Shoulder Boards (see below). Should be placed so that, when worn, the insignia is centered with respect to both length and width of the shoulder board. Diamond and star insignia should be placed so that the insignia is aligned correctly when viewed from the front.
Officers below the rank of Brigadier General use the cadet rank insignia used by US Army ROTC. Brigadier Generals and above use the rank insignia used by the US Armed Forces to denote flag ranks (stars). The pin-on insignia come in silver or flat black (subdued) and must be painted gold (some suppliers can provide gold insignia on request (i.e. Law Enforcement insignia), so ask). Sometimes sold as "Coat Rank".

7.3.10.2 ½ Inch Officer Rank Pins

Currently authorized on most uniforms (save TOS Class A and B uniforms).

Officers below the rank of Brigadier General use the cadet rank insignia used by US Army ROTC. Brigadier Generals and above use the rank insignia used by the US Armed Forces to denote flag ranks, stars. The pin-on insignia come in silver or flat black (subdued) and must be painted gold (some suppliers can provide gold insignia on request (i.e. Law Enforcement insignia), so ask). Sometimes sold as "Collar Rank".

7.3.10.3 Embroidered Officer Rank Insignia, Bright or Subdued

May be worn on Class C Battle Dress Uniform replacing other insignia of rank. If using subdued color scheme, remember that subdued color for gold insignia is brown, not black.

7.3.10.4 Shoulder Boards, Black Plain

These are 2 inches wide by 5 inches long (shorter lengths may be necessary on some epaulets), and covered with black felt. Officer rank insignia are worn as described in "1 Inch Officer Rank Pins" (above). Enlisted rank insignia are worn as described in "Enlisted Rank Pins" (below).

7.3.10.5 Shoulder Boards, Embroidered

General grade officers may often find embroidered shoulder boards from vendors catering to law enforcement. These may be worn with any uniform in place of the Plain Black Shoulder Boards.

7.3.10.6 Enlisted Rank Pins

Enlisted personnel wear US Army ROTC enlisted rank insignia. The pins come in brass or flat black (subdued) and must be painted silver. These pins are worn as prescribed for each uniform. When worn on shoulder boards, each pin should be placed centered with respect to both length and width of the shoulder board, with the chevron pointing toward the wearer's neck.

7.3.10.7 Embroidered Enlisted Rank Insignia, Bright or Subdued

May be worn on Class C Battle Dress Uniform replacing other insignia of rank.

7.3.10.8 Sleeve Braid

Sleeve braid is authorized on the Class A and Class B Original Series Uniforms. Braid begins 2 inches above the end of the sleeve on each side. For specific grade specifications, please see Marine Force Manual Section 4.

7.3.11 Additional accoutrement

7.3.11.1 Nameplate

A 3 inch long by 1 inch wide engraved plastic nameplate.. The nameplate has gold or white sans-serif lettering on a black background, and shows the wearer's last name only. Currently, this item is authorized only on the Class A Mess White (Salt and Pepper) Uniform.

7.3.11.2 Commbadge/Branch Badge

A standard full size Star Trek Commbadge or Fleet Insignia (Delta Shield). This may, or may not be marked with the appropriate branch blazon in the center (see MFM section 6.1). This item will be worn as specified for each uniform but always on the wearer's left breast.

7.3.11.3 Necktie

A conservative black tie, without adornment or design, is worn with the long sleeve version of Class A Mess White Uniform. If a tie clasp is used to secure the tie, it must be small, gold in color and plain in style. Enlisted may choose to wear a wear a silver colored tie clasp instead of a gold colored one. Female marines may wear the military women's tab replacing the necktie.

7.3.11.4 Belts

    7.3.11.41 Belt, Dress

    The dress belt is authorized for wear with the Dress Black uniform and is a two inch wide plain black or white leather belt. The buckle for the dress belt is the Starfleet Delta in a circle design as seen in Star Trek II, The Wrath of Khan or a custom SFMC buckle.

    7.3.11.42 Belt, Pistol, Black

    The black pistol belt is authorized for wear with the Dress Black and all Class C uniforms. It is a 2-1/2 inch wide, black combat web belt with a black plastic buckle. (US Military Pistol Belt, NSN 8465-01-322-1965, black.)

7.3.11.43 Belt, Pistol, White

The white pistol belt is authorized for wear with the Dress Black and all Class C uniforms as prescribed by local commanders for dress use or duty designation. It is a standard, 2-1/2 inch wide, white combat web belt. The belt may be worn with black buckle and eyelets, or gold-colored brass; however, all members of individual units should wear the same style of belt.

7.3.11.44 Belt, Web, Black

The black web belt is authorized for wear with the Mess White, Duty, and Battle Dress Uniforms. It is a standard, 1-1/4 inch wide, web or woven elastic web belt of black color with a black or brass tip. The buckle for the web belt shall be a plain-faced solid brass buckle, squared-oval in shape, measuring 2-1/4 inches long and 1-3/4 inches wide. It shall be gold in color for officers, silver for enlisted, or black for either when wearing with subdued insignia on the BDU. The tip of the belt should match the color of the buckle.

.11.5 Tapes

7.3.11.51 SFMC Tape

Stitched with plain, sans-serif gold lettering – worn centered on the left pocket with the bottom of the tape flush with the top pocket flap seam and running from pocket edge to pocket edge.

7.3.11.52 Nametape

Stitched with plain, sans-serif gold lettering – worn centered on the right pocket with the bottom of the tape flush with the top pocket flap seam and running from pocket edge to pocket edge.

7.3.11.6 Flight/Crew Suit Name Plate

A cloth or leather nameplate which includes the appropriate SFMC branch device (when authorized), full name, rank, and the letters "SFMC" may be worn on the left chest in the area of the suit designed for the plate.

It should be noted that on the Flight/Crew Suit Class C uniform, marines who do not have this item may substitute a combination of Branch insignia pin (Type A insignia), small insignia of grade (7.3.10.2 or 7.3.10.3), and Nametape (7.3.11.52). When this combination is worn, an SFMC Tape (7.3.11.51) may be worn on the right side, immediately above the right breast pocket. Enlisted personnel may wear their standard insignia of grade (7.3.10.6) with chevrons oriented toward the gigline.

7.3.11.7 Gloves

7.3.11.71 Gloves, White

White dress gloves may be cotton, silk, kid, doeskin, or other materials (all members of the same individual units should wear the same type). They should be plain in color and style, and should be wrist-length. White gloves are authorized for wear with any Marine uniform at the discretion of local commanders for ceremonies or formal guard duty.

7.3.11.72 Gloves, Utility, Black

Plain black leather gloves are authorized for wear in cold or inclement weather with any Marine uniform. They should be wrist-length.

7.3.11.73 Gloves, Utility, Flight

Black leather & cotton or leather & nomex flight gloves are authorized for wear as needed with the Flight Suit and Vehicle Crew Suit. These may be wrist or forearm length.

7.3.11.8 Outerwear

In cold or inclement weather, the following outerwear items are authorized. This outerwear may be worn with civilian clothing if all insignia and accoutrement are removed beforehand.

7.3.11.81 Jacket, Field

A standard military cold-weather field jacket, black in color, with or without liner is authorized for wear with the BDU only. Large rank insignia are worn on the shoulder straps centered between the edges and 1/2 inch from the shoulder seam (oriented as in Mess White shoulder boards). SFMC insignia are worn 1/2 inch above the rank insignia and centered between the edges.

7.3.11.82 Jacket, Flight

A standard black nylon/fiberfill pilot's jacket (pocket on arm, orange liner, etc.) is authorized for wear with the Flight Suit and Vehicle Crew Garment. Patches may be sewn on and do not have to be removed in order to wear the jacket with civilian clothing. No insignia is required, but the marine may wear a cloth or leather nameplate which includes the SFMC aviator wings (when authorized), full name, and the letters "SFMC".

7.3.11.83 Raincoat, Black

A standard black dress raincoat/overcoat with shoulder straps may be worn in inclement weather over any uniform. Large rank insignia are worn on the shoulder straps centered between the edges and 1/2 inch from the shoulder seam (oriented as in Mess White shoulder boards). SFMC insignia are worn on the upper lapel centered from the edges and 1/2 inch from the tip.

7.3.11.84 Sweater, Wooly Pully

A black "wooly pully" type sweater is authorized for wear in cold weather with the Mess White and all Class C Uniforms. Shoulder Boards as on the Mess White Uniform are worn on the shoulder straps of the sweater, and the uniform collar should be out and over the sweater collar so that the SFMC insignia can easily be seen. The marine may wear a cloth or leather nameplate in the designated area on the sweater which includes the SFMC aviator wings (when authorized), full name, and the letters "SFMC".

7.3.11.9 Mourning Band

Units who have lost a member due to death are, at the discretion of the Unit OIC, authorized to wear a Mourning Band. This item is defined as a cloth armband, four inches in width, solid black in color. In order to be more visible against a black uniform, the Mourning Band may be trimmed either at the top or on both horizontal edges with a narrow (half inch or less) strip of white, which is also a traditional color of mourning in some cultures. It is to be worn on the left sleeve of any SFMC uniform. Mourning Bands worn with uniforms with shoulder insignia should be worn below such insignia rather than obscuring it. No more than one Mourning Band may be worn at any one time. The Mourning Band may be authorized for up to one year from the date of loss.

Female marines may choose to substitute a three inch wide Mourning Band, should they desire.

Cadet marines may choose to substitute a two inch wide Mourning Band, should they desire.

As an option, marines may choose instead to add a diagonal black stripe across the comm badge/branch badge of their uniforms when a Mourning Band has been authorized.

7.3.12 The SFMC Ribbon Rack

Placement of the ribbon rack on the uniform varies slightly from uniform to uniform. As such, the precise placement for proper wear of the Ribbon Rack is specified in each uniform upon which its wear is authorized. Marines may elect to wear fewer ribbons than they have earned and been authorized to wear.

7.3.12.1 Arrangement of the Ribbons on the Rack

All awards are ranked in order of precedence, from the highest to the lowest. The ribbons are worn in that order. The ribbon with the lowest precedence goes on the bottom row to the wearer's extreme left (toward their arm), and the highest goes at the top to the wearer's right (toward their heart). In this way, ribbons are read by an observer from left to right, top to bottom—just like reading words—with the most important ribbon first and the least important last.

Each row of ribbons is, at most, three ribbons wide. If the total number of ribbons necessitates a row with less than three, that row is placed at the top and centered. The exception to this rule is when the wearer has 24 or more ribbons they may choose to wear a ribbon bar with four ribbons per row.

Silver stars represent each additional award of the same ribbon, small gold stars represent five additional awards of the same ribbon. Therefore, a Marine who has received three Brigade Service Commendations would wear the appropriate ribbon with two silver stars. A Marine who has received six Academic Excellence Awards would wear the appropriate ribbon and a small gold star. In the event that the Marine achieves ten of the same award a large gold star will replace any other clusters on the ribbon and no more devices will be added to the ribbon.

The ribbon racks themselves may be either metal or plastic. They should be "US Navy style" with no space between rows of ribbons. The short row, if required, centered at the top.

7.3.13 accoutrement Reserved for Specific Branches of the SFMC

Over the years, some uniform items have appeared in the various Branch Manuals of the SFMC. While these uniform items are not known to have ever been approved by the General Staff for actual usage, their continued appearance in the publications of the SFMC has led marines to believe that they were authorized uniform items for use. These items are ONLY to be used by marines in the appropriate Branch of Service and only as specified in the descriptions which follow.

The General Staff has concluded that since these items have been around so long, with few exceptions, it would be unfair to remove them from practical use. In the future, however, no uniform items will appear in the SFMC Branch Manuals without specific approval of the SFMC General Staff.

It should also be noted that items noted elsewhere in Section 2 will NOT be repeated here.

7.3.13.1 Aerospace Branch (AE) Items

No such items exist currently.

7.3.13.2 Armor Branch (AR) Items
7.3.13.21 Tanker Boots

High-calved boots with buckling straps are a long-standing tradition in the Armor Branch. In the cramped confines of an armored vehicle, tying your boot laces can be a difficult proposition at best — hence the straps and buckles.

Tanker boots are authorized for wear with Class C uniforms.
7.3.13.22 Cavalry Stetson

Although the black beret is the official headgear of the SFMC, the "unofficial" headgear of the Cavalry is a black Stetson-style hat. Traditions being what they are, most commanders look the other way when the Cavalry shows up with their Stetsons and vehicle crew suits. When actually in dress uniform however, commanders do usually insist on the beret, even for the Cavalry.
7.3.13.23 Cavalry Sabre

The Armor Branch Manual 2005 edition reads, "While in full dress uniform, swords can be authorized by local commanders. The SFMC officer sword and SFMC NCO sword are the normally-prescribed accessories. However, Cavalry officers and NCOs carry a traditional curved sabre when in full dress."

It is VITAL to note that this passage exists only for roleplay aspects of the SFMC. UNDER NO CIRCUMSTANCES SHOULD A MEMBER OF THE SFMC APPEAR AT ANY EVENT WEARING A SABRE, OR ANY OTHER SWORD, AS A PORTION OF, OR IN CONCERT WITH HIS SFMC UNIFORM.
7.3.13.24 Cavalry Spurs

Members of the Armor branch, particularly those associated with Cavalry operations, may sometimes wear a set of spurs similar to those worn by 19th Century cavalrymen on their boots with a Class A uniform. Traditionally these spurs are a privilege that is earned, and are unofficially restricted to those members of the SFMC who have earned the right to wear the Armor branch device.

7.3.13.3 Combat Engineers (CE) Items
7.3.13.31 The Utility Belt/Harness

This belt or harness has several pouches and places for tools and equipment that a Combat Engineer would find essential in the line of duty. Worn as a belt with the Class B uniforms, the belt is developed into a harness for the Class C by adding shoulder straps and some more equipment. This is often referred to as "ALICE" gear.
7.3.13.32 Engineer Boots

Combat Engineers often wear steel-toe or safety-toe black boots, in a distinctive style known as an Engineer Boot. The safety toe and calf high uppers protect the Engineer against injuries to his foot and shin, a common occurrence in traditional Combat Engineer work. The Engineer Boot is worn with Class C uniforms only, and may be bloused or not, as desired.

7.3.13.4 Infantry Branch (IN) Items
7.3.13.41 Crossed Rifles

Though not illustrated that way in the IN Branch Manual, the Crossed Rifles referred to and currently in use by the SFMC are represented by the Infantry Advanced Device (IN-201 Badge) or the Infantry Expert Device (IN-301 Badge) as shown in Section 7.3.1.4 of this manual.

7.3.13.5 Medical Branch (MD) Items
No such items exist currently.

7.3.13.6 MECHA Branch (ME) Items
7.3.13.61 MECHA Sash
The MECHA Sash is a wide cloth sash, traditionally silk or satin, worn around the waist at the belt level and knotted on the wearer's left side, in line with the ribbons and com badge (if worn). The sash tails hang naturally down the left leg, and are sometimes decorated with non-regulation markers for combat kills or tours served, a practice that is prevalent, though officially frowned upon. The sash of a MECHA Officer is a royal blue, while NCOs wear scarlet sashes. The sash is authorized to all MECHA branch members of the rank of Corporal and above, but some local commanders are known for withholding the MECHA sash until a young NCO has `seen the elephant'. In practical application, no marine may wear the MECHA sash who has not successfully completed ME-101 from the SFMCA.
7.3.13.62 MECHA Cape
Officers of the MECHA Corps are authorized a knee-length cape of black satin or silk material, which should be lined, also in black. This cape is attached by buttons under each shoulder board. In practical application, no marine officer may wear the MECHA cape who has not successfully completed ME-201 from the SFMCA.

7.3.13.7 Maritime Operations Branch (MO) Items
7.3.13.71 Pea Coat
Defined as a short, warm, double-breasted coat of heavy wool, worn especially by sailors. The Pea Coat or Pea Jacket goes so much further than that in being THE thing that sets sailors apart from landlubbers. Any who spend from Dusk to Dawn walking watch on the deck of a sea going vessel, will know why the Pea Coat is an essential part of any Maritime Marine's gear issue. From the over sized buttons to the large collars, everything about the Pea Coat echoes the call of the sea for those who have once heard its siren's song.
7.3.13.71 Ball Cap
As late as the latter half of the 22nd century, Fleet Crews in Starfleet would wear the Ball cap with their ship's name embroidered on them, this tradition bought back by the Maritime Branch, as each Vessel's crew wearing a distinctive Navy Blue Ball Cap, with lettering and insignia of the vessel, and rank insignia in gold for officers, and silver for enlisted personnel.
It should be noted that this is significantly different than the Ball Cap in section 2.8.1.
7.3.13.72 Cutlass
The Maritime Operations manual states, "While in full dress uniform, swords can be authorized by local commanders. The SFMC officer sword and SFMC NCO sword are the normally prescribed accessories. However, Maritime officers and NCOs carry a traditional curved cutlass when in full dress."
It is VITAL to note that this passage exists only for roleplay aspects of the SFMC. UNDER NO CIRCUMSTANCES SHOULD A MEMBER OF THE SFMC APPEAR AT ANY EVENT WEARING A CUTLASS, OR ANY OTHER SWORD, AS A PORTION OF, OR IN CONCERT WITH HIS SFMC UNIFORM.

7.3.13.8 Special Operations Branch (SO) Items
No such items exist currently.

7.3.13.9 Support Branch (SU) Items
No such items exist currently.

SECTION 8 – Awards

Note:
When getting an award, you may or may not receive the ribbon itself or a written certificate. This will vary depending upon the operating procedure and financial situation of the issuing authority. Once an award is authorized by competent authority, you are free to procure and wear the ribbon yourself in accordance with the guidelines in this manual.

Awards are given for two basic reasons, regardless of the organization. First, they are intended as tangible evidence of recognition for some achievement or service. Second, awards serve as a motivating factor. The SFMC awards program exists for these same reasons. Awards are indicated by ribbons, and worn on Class A uniforms. The Awards Program of the SFMC is not a static concept. Rather it evolves and changes to meet the needs of the organization as a whole. For this reason, it is important to keep in touch with the Deputy Commandant through the chain of command for the latest information on the award standards.

The Awards Procedure
To receive an award, you have to be nominated for it by someone. Usually this involves your Unit OIC, ship CO, or fellow Marines. An award nomination is sent up the chain of command to the appropriate authority (minimum Issuing Authority for each award is specified in the next section). If you have met or exceeded the standards for that award, it will be authorized and then awarded to you. All award nominations must be submitted no more than 6 months after the qualifying events. The only awards not affected by this are the Valor and Honor awards, which cover the previous 12 months.

Note:
On special occasions, or even as the Award Program evolves, new ribbons may be added. Always consult the Deputy Commandant for a complete and current list of Award.

Any person in the Chain of Command for an individual Marine may issue any award to a Marine from their level down when necessary, as long as the person up the Chain of Command has a role related to the award being issued (i.e., COTRACOM could not reasonably issue the Great Barrier Award, but COFORCECOM could as they are in the CoC and related to the role of the designated Issuing Authority). This means that a BDE OIC can issue an award which has an Issuing Authority of the BDE OIC or lower; COFORCECOM can issue any award which has an Issuing Authority listed as being COFORCECOM, BDE OIC, BN OIC, etc.; and the Commandant of the SFMC can issue any award listed in the SFMC Awards Program. Usually, it is not necessary to have an award issued by anyone other than the listed Issuing Authority, however, in the case of a member of a Marine's Chain of Command personally witnessing a qualifying event, having the action reported on a Unit report or in successful appeals, it may become necessary to have awards issued by someone other than the Issuing Authority listed in the Award Descriptions.

Eligibility For Awards
SFMC awards may normally only be awarded to STARFLEET Marines or STARFLEET Marine units. This means that in order to receive awards, individuals must be SFI members in good standing, and units must be listed as active and reporting for a minimum of three (3) reporting periods. Award nominations must be made within six (6) months of the qualifying event to be considered. Unless otherwise indicated all awards are limited to one award, per Marine, per year. These limits are intended to reinforce and support the link between participation and communication that are essential for a successful fan organization.

SFMC Awards and Cadets
For the purpose of awards the SFMC considers all members who fall into the age range of 5 to 17 to be Cadets. Since Cadets naturally have different abilities and means than adults there are certain SFMC Awards that Cadets will not be eligible for. To see a complete listing of SFMC Cadet Awards, as well as a listing of SFMC Achievement, Service, and Training Awards that Cadets are eligible to receive please see either the Cadet Awards Section of the MFM or the current SFMC Cadet Manual. For detailed selection criteria for the Cadet Awards please see the latest edition of the SFMC Cadet Manual.

Awards Nominations
Remember, although only certain persons can actually authorize each of these awards, they can be nominated by anyone in the Chain of Command. This is one reason why unit reports and good communication are so important. If the Brigade OIC never hears about the things your unit has done, he certainly can't nominate or issue an award.

Military Service Ribbons
At no time may any member of the SFMC wear any award ribbons associated with the real world military service, on any SFMC uniforms, of any type, regardless of whether that person has earned the right to wear that ribbon otherwise.

Wearing The Ribbons

All awards are ranked in order of precedence, from the highest to the lowest. The ribbons are worn in that order. The ribbon with the lowest precedence goes on the bottom row to the wearer's extreme left (toward their arm), and the highest goes at the top to the wearer's right (toward their heart). In this way, ribbons are read by an observer from left to right, top to bottom—just like reading words—with the most important ribbon first and the least important last.

Each row of ribbons is, at most, three ribbons wide. If the total number of ribbons necessitates a row with less than three, that row is placed at the top and centered. The exception to this rule is when the wearer has 24 or more ribbons they may choose to wear a ribbon bar with four ribbons per row. Silver stars represent each additional award of the same ribbon, small gold stars represent five additional awards of the same ribbon. Therefore, a Marine who has received three Brigade Service Commendations would wear the appropriate ribbon with two silver stars. A Marine who has received six Academic Excellence Awards would wear the appropriate ribbon and a small gold star. In the event that the Marine achieves ten of the same award a large gold star will replace any other clusters on the ribbon and no more devices will be added to the ribbon.

Award Categories

All SFMC awards belong to one of three categories: Achievement, Service, or Training. In order of precedence, all Achievement Ribbons are worn ahead of all Service ribbons, which are worn ahead of all Training ribbons.

8.1 Award Policies

Policy Regarding SFMC Award Nominations

This policy is intended to help eliminate confusion and miscommunications regarding the submission of any award for consideration by an issuing authority within the SFMC Chain of Command. This is not exhaustive, and every attempt should be made before submitting the award to make sure you are including all information that may be needed by the Issuing Authority for the award being submitted; if necessary, send an advance email to the awarding authority to ask and make sure you have everything they may need to consider the award.

1. Award nominations must be made no more than six (6) months after the event leading to the nomination. The only exceptions to this policy are nominations for Honor and Valor awards which are, by necessity, made for actions over the course of the preceding year. Any nominations for awards older than six (6) months (except for Valor and Honor Award nominations), will be summarily denied based on this policy.

2. Award nominations must include as much specific information as possible (i.e., dates, times, names of individuals, specific actions of the individuals and any other information which may be necessary to show that the basic criteria for the award have been met). Award nominations will be considered, but may be denied if requisite information is omitted from the nomination. It is the responsibility of the nominator to include all necessary information for proper consideration of the award; the Issuing Authority will not be required to conduct any additional investigation or send out requests for additional information, but is strongly encouraged to do so if the award nomination is unclear or subject to misinterpretation as to whether the award is justified or not. We realize it may not be possible to include everything that would apply to an award nomination, but any additional information, that may be helpful and which can be easily obtained should be included to help the Issuing Authority understand the events surrounding the nomination.

3. As necessary and wherever possible, supporting statements from witnesses, victims, etc… and other readily available information should be included with the award nomination. This does not mean you need to include statements from others for all awards (i.e., Initial Entry Training Ribbon, Great Barrier Award, etc…), but some awards (Gold and Silver Nebula, Wounded Lion, etc…) are of a type that this outside information greatly aids the decision making process and gives a much clearer view of what went on and how events transpired leading to the award nomination. The more information and details you can provide, the stronger the nomination and the better the chance that it will be awarded.

4. In the event that an award is denied, for whatever reason, the person may not be resubmitted for that award based on that particular action/event for reconsideration. This is why it is necessary to include everything that may be pertinent to the award being submitted for consideration.

5. The decision of the Issuing Authority may be appealed, in accordance with the SFMC Appeal Policy (set forth in the SFMC Policy and Procedures Manual).

6. No Marine who is the Issuing Authority for an Achievement award may nominate himself or issue such award to himself.

Exceptions will only be made on a specific case by case basis by means of submitting such nominations and any and all related nominations (such as in the case of the Valor awards) to the next highest authority in the chain of command, who will decide each case on its individual merits.

Evaluation Criteria for all Nebula Nominations
1. All award requests for Nebula awards must be made as indicated in the SFMC award policy and include all applicable information. It is very unlikely that the General Staff or the Commandant will have time to do any additional research on the nomination, therefore it is imperative that the award nomination include ALL applicable and relevant information at the time of submission.
2. When any nomination for a Nebula Award is received, the Commandant will forward such nomination to the General Staff to obtain their input and thoughts on the award.
3. The award nomination is to be evaluated on the criteria listed for each Nebula Award as nominated.
4. The General Staff may recommend that a lower award may be more appropriate than the Nebula award the Marine has been nominated to receive.
5. The Commandant will consider all comments of the General Staff relevant to the award nomination and make his/her decision as to whether to issue the award as nominated, issue a lower award, or deny the award nomination.
6. If the award requested is not issued, the Commandant shall send an email to the nominator to inform the nominator that the award was denied or that a lower than requested award was approved. No explanation of the GS' decision or reasons will be given unless specifically requested by the Marine who made the nomination.
7. If the award requested is issued, or if a lower Nebula award is issued, then the Commandant shall make an announcement to the Corps-l list announcing such an award.

8.2 SFMC Achievement Awards (In Order of Precedence)

GOLD NEBULA
Issuing Authority: Commandant
Frequency: As needed
Ribbon Description: Black with gold Oak Leaf cluster

This award is given to any SFMC member who saves another person from immediate and potentially fatal harm while risking his/her own life in the process. The award recipient must meet the following special criteria (and the nomination should include all applicable information relevant to these criteria) to qualify for this award:
1. The "victim" must have been in immediate and potentially fatal harm at the time of the marine's action. This means the person's life MUST have been in danger (near certainty) of being lost without medical treatment, or other professional aid, within a reasonable amount of time without the Marine's actions (this must be clear either from the award nomination itself or from supporting documentation).
2. The Marine's life MUST also have been placed in danger by his/her actions. This means the Marine must have done something, during the course of his actions, to place his own life in danger (i.e., saving a child from drowning by jumping into a rushing river and pulling the child to shore is a worthy example; simply using your car to stop other traffic from impacting the victim or the victim's vehicle is not).
3. Lifesaving as a normal part of one's employment (paramedic, doctor, lifeguard, etc.) is excluded from this award. However, actions made while off-duty from one's job may be considered for this award.

This award is considered the Medal of Honor for the SFMC, and recipients of this award who are displaying this ribbon may be saluted under any circumstance.

SILVER NEBULA
Issuing Authority: Commandant
Frequency: As needed
Ribbon Description: Black with Silver Oak Leaf Cluster

This award is given to any SFMC member who saves another person from immediate and potentially fatal harm without risking his/her own life in the process. Other than the risk to the lifesaver's own life, all criteria of the Gold Nebula apply.

DISTINGUISHED SERVICE CROSS
Issuing Authority: General Staff
Frequency: As needed
Ribbon Description: Red/White/Black

This award is given to any member of the SFMC to recognize their lengthy and dedicated service to the SFMC. Recipients of this award will have demonstrated their dedication to the SFMC over extended lengths of time in a variety of positions of responsibility within and benefiting the SFMC. This Marine will have consistently performed above and beyond the normal duties of grade, branch, specialty or assignment to the degree of extraordinary recognition from key individuals of the SFMC. Simple experience of an individual is not adequate basis for this award.

In order to qualify for this award a candidate must have already received the Commandant's Meritorious Service Award (CMSA) or STARFLEET Cross and continued to serve the SFMC in a leadership or staff position above the MSG level for at least 3 years after receipt of the Commandant's MSA or STARFLEET Cross. In order to receive this award, after meeting the basic qualifications, the General Staff must vote to issue by at least a 2/3 majority. At least five (5) years must pass between issuance of this award to any specific individual.

CROSS OF HONOR (a.k.a. SFMC Marine of the Year)
Issuing Authority: Commandant
Frequency: Annual (one award issued to one marine each year)
Ribbon Description: Gold
Cadets Eligible for Award: No

This award is given to the marine, officer or enlisted, that most exemplifies the spirit, image and attitude of the SFMC—the one who sets the standard for personal conduct, appearance, motivation, dedicated service and esprit de corps for which all STARFLEET Marines strive. Normally, the General Staff selects the top three candidates for this award from among the Cross of Valor recipients in the various brigades, and then passes those names on to the Commandant for his selection of the final recipient. The recipient of the Cross of Honor is known as the "Marine of the Year".

SWORD OF HONOR (a.k.a. SFMC Officer of the Year)
Issuing Authority: Commandant
Frequency: Annual (one award issued to one marine each year)
SFMC Ribbon Name: Jackson Ribbon
Cadets Eligible for Award: No

This award is given to the Marine who most exemplifies the personal and professional standards of leadership valued by the SFMC. This individual has provided the highest standard of guidance and leadership to their fellow Marines, setting a standard of excellence for other leaders to follow. Normally, the General Staff selects the top three candidates for this award from among the Sword of Valor recipients in the various brigades, and then passes those names on to the Commandant for his selection of the final recipient.

SHIELD OF HONOR (a.k.a. SFMC Volunteer of the Year)
Issuing Authority: Commandant
Frequency: Annual (one award issued to one marine each year)
SFMC Ribbon Name: Akers Ribbon
Cadets Eligible for Award: No

This award is given to the Marine who has made the most significant personal impact in community service efforts within the SFMC. This effort does not necessarily have to be on behalf of a SFMC campaign effort, and financial donations are specifically excluded as the basis for eligibility. Volunteering your time and hard work counts; simply writing a check doesn't. Normally, the General Staff selects the top three candidates for this award from among the Shield of Valor recipients in the various brigades, and passes those names on to the Commandant for his selection of the final recipient.

STAR OF HONOR (a.k.a. SFMC NCO of the Year)
Issuing Authority: SGM/SFMC
Frequency: Annual (one award issued to one marine each year)
Ribbon description: Red and White
Cadets Eligible for Award: No

This award is given to the Marine NCO who most exemplifies the personal and professional standards of leadership valued by the SFMC NCO Corps. This Marine NCO has made a significant personal impact in community service efforts throughout their area, and through their actions and words, have provided the highest standard of guidance and leadership to their fellow Marines, setting a standard of excellence for other NCOs to follow. Normally, the General Staff selects the top three candidates for this award from among the Star of Valor recipients in the various brigades, and then passes those names on to the SGM/ SFMC for his selection of the final recipient.

LEGION OF HONOR (a.k.a. SFMC Unit of the Year)
Issuing Authority: Commandant
Frequency: Annual (one award issued to one unit each year)
SFMC Ribbon Name: Smith-Weber Ribbon
Cadets Eligible for Award: No, but can be awarded if, and only if the Cadet is not a member of a MTU.

This award is given to the SFMC unit that most exemplifies the spirit, image and attitude of the Corps. This unit should set the standard for conduct, appearance, motivation and activity for which all STARFLEET Marine units strive. Normally, the General Staff selects the top three candidate units for this award from among the Legion of Valor recipients in the various brigades, and passes those units on to the Commandant for his selection of the final recipient.

STARFLEET CROSS
Issuing Authority: Commander, Starfleet
Frequency: As needed (one award per marine per year maximum)
SFMC Ribbon Name: Les Rickard Ribbon (Royal Blue/Gold/Royal Blue)
Cadets Eligible for Award: No

This award is given by the Commander, Starfleet to recognize a marine who has rendered exceptional service to STARFLEET in general—either by demonstrating consistently outstanding performance over time, or by performing a particular task or service to a high standard of excellence.

COMMANDANT'S MERITORIOUS SERVICE AWARD
Issuing Authority: Commandant
Frequency: As needed (one award per marine per year maximum)
SFMC Ribbon Name: Olson Ribbon
Cadets Eligible for Award: No

This award is given to any member of the SFMC who has distinguished himself or herself with exceptional meritorious conduct in the performance of outstanding service to the SFMC over an extended period of time. This Marine will have performed above and beyond the normal duties of grade, branch, specialty or assignment to the degree of special recognition from key individuals of the SFMC. Simple experience of an individual is not adequate basis for this award.

To qualify for this award, an individual must have already been awarded the SFMC Service Commendation at least twice and have served in a leadership role in the SFMC on the Brigade level (or above) for at least 2 years. Leadership role means serving as BDE staff or service on the GS as a member, their deputy or as part of the GS member's staff, the service does not have to be in the same role, but must be continuous. At the discretion of the issuing authority, the continuous service requirement may be waived for just and stated cause in favor of 5 years total service as outlined above. At least three (3) years must pass between issuance of this award to any specific individual.

COMET
Issuing Authority: Brigade OIC
Frequency: As needed
Ribbon Description: Gold and Purple
Cadets Eligible for Award: No

This award is given to any SFMC member who saves another person from imminent harm without risking his/her own life in the process. This award is to be used when it is not clear whether the harm that would have been done to the victim was of an "immediate and potentially fatal" nature, as required by the Gold and Silver Nebula Awards.
1. Imminent harm is defined as the probable serious injury if action by the Marine had not occurred.
2. Severe injury is defined as broken bones, need for surgery, higher than normal pain and suffering (more than a few days of soreness or minor ache).
3. Actions which prevent a person from minor aches and pains (i.e., plant falling on arm/ leg, falling less than 7 feet from a ladder or other height (unless it is readily apparent that broken bones or other injuries would probably result), etc…) are excluded from consideration of this award as they are not defined as serious injuries.
4. Dependent upon the medical condition of the person saved (diabetes, brittle bones, etc.), some ordinarily excluded actions would qualify a marine for this award; such medical condition information, therefore, should be included in the nomination.

CROSS OF VALOR (a.k.a. Brigade Marine of the Year)
Issuing Authority: Brigade OIC
Frequency: Annual (one award per brigade issued each year)
SFMC Ribbon Name: Deidre Rickard Ribbon
Cadets Eligible for Award: No

This award is given to the marine, officer or enlisted, that most exemplifies the spirit, image and attitude of the SFMC within a particular brigade—the one who sets the standard for personal conduct, appearance, motivation, dedicated service and esprit de corps for which all STARFLEET Marines in that brigade strive.

SWORD OF VALOR (a.k.a. Brigade Officer of the Year)
Issuing Authority: Brigade OIC
Frequency: Annual (one award per brigade issued each year)
SFMC Ribbon Name: Bisig Ribbon
Cadets Eligible for Award: No

This award is given to the Marine who most exemplifies the personal and professional standards of leadership valued by the Brigade. This individual, through their actions and words, has provided the highest standard of guidance and leadership to their fellow Marines, setting a standard of excellence for other leaders to follow.
(It should be noted that two ribbons are shown. The lower ribbon has been discontinued by the manufacturer. The upper ribbon is its replacement.)

SHIELD OF VALOR (a.k.a. Brigade Volunteer of the Year)
Issuing Authority: Brigade OIC
Frequency: Annual (one award per brigade issued each year)
SFMC Ribbon Name: Kelley Ribbon
Cadets Eligible for Award: No

This award is given to the Marine who has made the most significant personal impact in community service efforts within the Brigade. This effort does not necessarily have to be on behalf of a SFMC campaign effort, and financial donations are specifically excluded as the basis for eligibility. Volunteering your time and hard work counts; simply writing a check doesn't. Candidates for this award should be chosen from marines in a particular brigade who have received the Community Service Citation within the past year.

STAR OF VALOR (a.k.a. Brigade NCO of the Year)
Issuing Authority: Brigade SGM
Frequency: Annual (one award per brigade issued each year)
Ribbon description: Red
Cadets Eligible for Award: No

This award is given to the Marine NCO who most exemplifies the personal and professional standards of leadership valued by the NCO Corps of a Brigade. This Marine NCO has made a significant personal impact in community service efforts throughout their area, and through their actions and words, have provided the highest standard of guidance and leadership to their fellow Marines, setting a standard of excellence for other NCOs to follow.

LEGION OF VALOR (a.k.a. Brigade Unit of the Year)
Issuing Authority: Brigade OIC
Frequency: Annual (one award per brigade issued each year)
SFMC Ribbon Name: Matt Copple Ribbon
Cadets Eligible for Award: No, but can be awarded if, and only if the Cadet is not
a member of a MTU.

This award is given to the Brigade unit that most exemplifies the spirit, image and attitude of the STARFLEET Marine Corps within that Brigade. This unit should set the standard for conduct, appearance, motivation and activity for which all units in the Brigade strive.
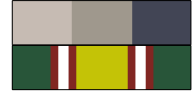
WOUNDED LION
Issuing Authority: Commandant
Frequency: As needed
Ribbon description: Purple
Cadets Eligible for Award: No

This award is given to Marines who are seriously injured while on duty as a STARFLEET Marine during a STARFLEET or STARFLEET Marine event. The injury must be serious enough to require emergency room attention.

SFMC SERVICE COMMENDATION
Issuing Authority: Commandant
Frequency: As needed (one award per marine per year maximum)
SFMC Ribbon Name: Hoover Ribbon
Cadets Eligible for Award: No

This award is given to recognize marines who have rendered exceptional service to the Corps by demonstrating consistently outstanding performance over time. To be eligible for this award, a marine must have served in an official capacity for a period of at least six months.
(It should be noted that two ribbons are shown. The lower ribbon has been discontinued by the manufacturer. The upper ribbon is its replacement.)

SFMC ACHIEVEMENT AWARD
Issuing Authority: Commandant
Frequency: As needed
Ribbon description: Navy Blue
Cadets Eligible for Award: No

This award is given to recognize marines who have rendered exceptional service to the Corps by performing a particular task or service to a high standard of excellence. Such accomplishment should be of national or international significance and affect or reflect favorably on the Corps as a whole.

BRIGADE SERVICE COMMENDATION
Issuing Authority: Brigade OIC
Frequency: As needed (one award per marine per year maximum)
Ribbon description: Grey
Cadets Eligible for Award: No

This award is given to recognize marines who have rendered exceptional service to a particular brigade by demonstrating consistently outstanding performance over time. To be eligible for this award, a marine must have served in an official capacity for a period of at least six months.

BRIGADE ACHIEVEMENT AWARD
Issuing Authority: Brigade OIC
Frequency: As needed
SFMC Ribbon Name: Strasser Ribbon
Cadets Eligible for Award: No

This award is given to recognize marines who have rendered exceptional service to a particular brigade by performing a particular task or service to a high standard of excellence. Such accomplishment should be of regional significance and affect or reflect favorably on the brigade as a whole.

MERITORIOUS UNIT CITATION
Issuing Authority: Brigade OIC (for BN and below),
COFORCECOM (for BDE or above)
Frequency: As needed (one award per unit per year maximum)
SFMC Ribbon Name: Malotte Ribbon
Cadets Eligible for Award: Yes (All Cadet Grades)

This award is given to an MSG, a BDE staff, or other marine unit which exemplifies meritorious service either by demonstrating consistently outstanding performance over time, or by performing a particular task or service to a high standard of excellence. Receipt of this award neither nominates a unit for, nor precludes a unit from, receiving additional unit recognition such as the Legion of Valor.

LEADER'S COMMENDATION
Issuing Authority: Unit OIC
Frequency: As needed (one award per marine per year maximum)
SFMC Ribbon Name: Murphy Ribbon
Cadets Eligible for Award: Yes (All Cadet Grades)

This award is given by a Unit OIC to a marine under his command who exemplifies meritorious service either by demonstrating consistently outstanding performance over time, or by performing a particular task or service to a high standard of excellence. Receipt of this award neither nominates the marine for, nor precludes him from, receiving additional recognition such as the Cross of Valor.

8.3 SFMC Service Awards (In Order of Precedence)

MARINE HONOR GUARD
Issuing Authority: Brigade OIC
Frequency: As needed (one award per marine per year maximum)
Ribbon description: Maroon
SFMC Ribbon Name: Ted Tribby Ribbon
Cadets Eligible for Award: Yes (All Cadet Grades)

Members of the STARFLEET Marine Corps who serve on SFMC Color Guards, Honor Guards or Drill Teams at public events (STARFLEET or otherwise) are eligible for this award. Recipients of this award have spent time and effort in close order drill or other parade skills, and are deserving of special recognition.

GREAT BARRIER EXPEDITION
Issuing Authority: Brigade OIC
Frequency: As needed (two awards per marine per year maximum)
SFMC Ribbon Name: McPherson Ribbon
Cadets Eligible for Award: Yes (All Cadet Grades)

This award is given to Marines who have undertaken extreme or lengthy travel on behalf of the SFMC. The two important criteria are "extreme or lengthy" and "on behalf of the SFMC." The former requires a judgment call by the Brigade OIC. A possible standard might be 5 hours travel time, for example. The latter is more exact: Taking a long road trip to attend a convention with the other members of your chapter, for example, does not qualify. Doing so because you are going to be presenting a class or demonstration (as a Marine) would qualify.

DISASTER RELIEF
Issuing Authority: Commandant
Frequency: As needed
SFMC Ribbon Name: Anbinder Ribbon
Cadets Eligible for Award: Yes (All Cadet Grades)

This award is authorized to Marines who have assisted in some form of disaster relief effort, whether the disaster is natural or man-made. Financial donations are specifically excluded as the basis for eligibility for this award. Further, the Marine may not receive this award if participation in the disaster relief effort was a requirement of their employment (National Guard, etc.).

UNITED NATIONS SERVICE
Issuing Authority: Commandant
Frequency: As needed (one award per marine per year maximum)
Ribbon description: Royal Blue
Cadets Eligible for Award: Yes (All Cadet Grades)

This award recognizes marines who make major efforts in the promotion of world peace. Financial donations are specifically excluded as the basis for eligibility— volunteering your time and hard work count, simply writing a

check does not. A marine who spent more than 100 hours in service to a recognized charity organization that helps to promote world peace (i.e. Red Cross, AmFam, etc.) over a period of six months or more would qualify for this award.

PRENTARES
Issuing Authority: Commandant
Frequency: As needed (one award per marine per year maximum)
Ribbon description: White and Black
Cadets Eligible for Award: Yes (All Cadet Grades)

This award recognizes marines who make major efforts in the promotion of space exploration. Financial donations are specifically excluded as the basis for eligibility— volunteering your time and hard work count, simply writing a check does not. A Marine who spent more than 100 hours in service to a recognized charity organization which impacts space exploration (i.e., volunteering time as an instructor, guide, etc., at the local planetarium) over a period of six months or more would qualify for this award.

COMMUNITY SERVICE CITATION
Issuing Authority: Brigade OIC
Frequency: As needed (one award per marine per year maximum)
SFMC Ribbon Name: Brooks Ribbon
Cadets Eligible for Award: Yes (All Cadet Grades)

This award is authorized to Marines who have made a significant personal impact in a community service effort. This effort does not necessarily have to be on behalf of a SFMC campaign effort for the current year, however financial donations are specifically excluded as the basis for eligibility volunteering your time and hard work count, simply writing a check does not.

COMMUNICATIONS SERVICE AWARD
Issuing Authority: COINFOCOM
Frequency: As needed
SFMC Ribbon Name: Dyar Ribbon
Cadets Eligible for Award: Yes (All Cadet Grades)

This award is given at the discretion of the COINFOCOM to those Marines who have demonstrated their communications skills in service to the Corps in general, or INFOCOM in particular. Such skills may be demonstrated through contributing to SFMC, BDE, or unit publications; creation of superior quality SFMC-oriented websites; or other similar activities.

GOOD CONDUCT MEDAL
Issuing Authority: COFORCECOM
Frequency: As needed
SFMC Ribbon Name: McNulty Ribbon
Cadets Eligible for Award: Yes (All Cadet Grades)

This award is given for three consecutive years of membership in good standing as a STARFLEET Marine. Once the award is issued, the three-year clock resets. In other words, a marine who joined the Corps in 1995 will receive a GCM for the period 1995 to 1998. He will receive his next one in 2001. He may not request one in 1999 for the period 1996 to 1999, because the clock "reset" in 1998.

For the first 5 issuances of the Good Conduct Medal (yrs. 3, 6, 9, 12, and 15), stars will be added as specified in the regulations. After the 15th year, no further GCMs will be awarded until the Marine reaches the 20th year of service. At this point, rather than adding a gold star, a Good Conduct Knot device will replace the stars on the ribbon. Once this is done, no further devices will be added to the ribbon.

SFMC ANNIVERSARY RIBBON
Issuing authority: COFORCECOM
Frequency: Originally issued in 2003 and in ten year increments thereafter.

Ribbon description: Jim Harris Ribbon
Cadets Eligible for Award: Yes (All Cadet Grades)

This ribbon is awarded to anyone who served the Corps during its anniversary year beginning at the start of IC 2002 on August 1, 2002 and ending at the completion of IC 2003 on August 3, 2003. Additionally, it is authorized for issue upon anniversaries in 10 year increments after that (i.e. 2013, 2023, etc.) For each issue to a particular marine after his/her first, the standard ribbon attachments scheme (1 small silver star for each after the first, 1 small gold replaces 5 small silver) is used.

INTERNATIONAL SERVICE RIBBON
Issuing authority: COFORCECOM
Frequency: Once per year
Ribbon description: Gold and Black
Cadets Eligible for Award: Yes (All Cadet Grades)

This award is given to any member of the SFMC who attends an International Starfleet Marine Muster.

BRIGADE MUSTER AWARD
Issuing authority: COFORCECOM
Frequency: Once per year
Ribbon description: Gold and Red
Cadets Eligible for Award: Yes (All Cadet Grades)

This award is given to those SFMC members who attend their Brigade's annual Muster, if one is held

JOINT SERVICE RIBBON
Issuing Authority: Brigade OIC
Frequency: As needed (one award per marine per year maximum)
SFMC Ribbon Name: Kinne Ribbon
Cadets Eligible for Award: Yes (All Cadet Grades)

This award is given to marines for participation in events with other Science Fiction oriented fan organizations, to include other Star Trek-related fan organizations other than SFI. This may be cooperative or competitive, and must be done while obviously participating as a STARFLEET Marine. Participation as a marine can be shown by wearing a SFMC uniform, a unit cap or shirt, or by obviously being associated with others who are wearing an SFMC uniform. Marines who are also members of the same fan organization are not eligible. This award combines and replaces the Organian Service, Wolf 359, Bajoran Campaign, Andorian Campaign, Klingon Service and Romulan Service ribbons.

EMBASSY DUTY
Issuing Authority: Brigade OIC
Frequency: As needed (two awards per marine per year maximum)
Ribbon description: Red and Black
Cadets Eligible for Award: Yes (All Cadet Grades)

This award is given to marines for participation at a STARFLEET function, such as the annual International Conference or a Regional Summit. The key word here is participation, not attendance. The Marine must have done more than simply attend (i.e., served on a panel, worked on the Security detail, etc.) Likewise, the Marine must have attended as a Marine for the entire time.

LEGION OF ARMS
Issuing Authority: COFORCECOM
Frequency: As needed (one award per marine maximum)
SFMC Ribbon Name: Monroe Ribbon
Cadets Eligible for Award: No

This award is authorized to members of the SFMC who have actively served 180 days or more in the active or

reserve components of their country's armed forces. In the case of the United States, this includes the Marine Corps, Navy, Army, Air Force, and Coast Guard. It does not include the Merchant Marine or service auxiliaries like the Civil Air Patrol. It does include the Reserve Officer Training Courses (such as ROTC), or similar organizations. The member must have completed two years of service and summer camp (basic training, MS3) for the United States Armed Services. Other countries' qualifying service will be authorized by the COFORCECOM on an as needed basis.

This award may be worn at the same time as the Cadet Legion of Arms if the wearer has qualified to wear both awards. However, it is discouraged and the preferred wear for those who are qualified for both awards is that the Legion of Arms is the only one worn.

CADET LEGION OF ARMS
Issuing Authority: COFORCECOM
Frequency: As needed (one award per marine maximum)
SFMC Ribbon Name: Monroe ribbon w/Good Conduct Knot device
Cadets Eligible for Award: Yes (Cadet Grades 3 and 4)

This award is authorized to members of the SFMC who are graduates of JROTC or similar Military Cadet Force organizations. The awardee must have served at least two years and, in the case of JROTC, must have maintained a grade point average of 3.0 or higher. Qualifying criteria and organization from countries outside the United States will be evaluated by COFORCECOM as needed to ensure they qualify for this award. The ribbon for this award remains the same as for the Legion of Arms, except that a bronze good conduct device (knot) is added to the ribbon.

CADET SERVICE COMPLETION AWARD
Issuing Authority: COFORCECOM
Frequency: As needed (one award per marine maximum)
SFMC Ribbon Name: Maroon and Gray
Cadets Eligible for Award: No

This award is presented to members of the SFMC who have aged out/graduated of the Cadet Corps and continue to serve the SFMC as adults to thank them for their dedication and service to the SFMC as a Cadet. Marines who have aged out/graduated from the Cadet Corps at the age of fifteen (15) or eighteen (18) are eligible for the award. However those individuals who have stayed in the Cadet Corps until the age of eighteen (18) are authorized to wear a gold oak leaf affixed to the ribbon signifying that they completed the entire Cadet Corps program.

8.4 SFMC Training Awards (In Order of Precedence)

TRACOM COMMANDER'S AWARD
Issuing Authority: COTRACOM
Frequency: Once per year
SFMC Ribbon Name: Bell Ribbon
Cadets Eligible for Award: No

The Commander's Award is given to the Marine who is selected by the COTRACOM as having had the most influential impact on TRACOM during the previous year. Each Branch Director may submit nominees that they feel is most deserving and the reasons for that nomination; COTRACOM will then select the recipient from those nominations and it will be announced at the International Muster the following year. This award is based on the calendar year and may be awarded to either students of the SFMCA or TRACOM staff members who have performed their duties to a level the goes above and beyond what is normally expected of a TRACOM staff member.

This award is presented with a Medal and the Ribbon, for wear on the Uniform. These items are available from Glendale (www.glendale.com) and are listed as follows: Medal (E Medal, In Honor of Academic Excellence) is part number E9141Gold with Ribbon drape (part number RL451) and connector (part number) MDLASEM, the ribbon is part number RBN16RYRDWH.

ACADEMIC EXCELLENCE AWARD
Issuing Authority: COTRACOM
Frequency: As needed
Ribbon description: Orange
Cadets Eligible for Award: No

The Academic Excellence Award is awarded, automatically, to any Marine who earns a degree with Honors from the SFMCA. This award is also issued to those Marines who complete at least 50 courses from the SFMCA in recognition of their continued studies at the SFMCA. COTRACOM is also empowered to make this award to any Marine who demonstrates Academic Excellence in other areas as well as for service to the SFMC Training and Doctrine Command.

NCO ACADEMIC RIBBON
Issuing Authority: SGM/TRACOM
Frequency: As needed
Ribbon description: White with Numeral indicating level of training completed.
Cadets Eligible for Award: No

The NCO Development Award is awarded, automatically, to any Marine, of Enlisted Rank, who completes the NCO Basic Development Course (NCO-100) at the SFMCA's NCO Academy. Each additional Course, in the NCO Academy, completed by that Marine earns the right to add a numeral to their ribbon indicating the number of NCO Courses successfully completed. Ribbon is White with Silver Number (1, 2, or 3) indicating number of NCO courses completed.
(Due to the current difficulty in obtaining the silver attachments for this ribbon, a gold number may be either painted silver or used as is until such time as silver number attachments become commercially available.)

PROFESSIONAL DEVELOPMENT AWARD
Issuing Authority: COTRACOM
Frequency: As needed (one award per marine maximum)
Ribbon description: White with Gold Torch device
Cadets Eligible for Award: No

The Professional Development Award is awarded to any Marine who completes Marine Basic Training (PD-100) and the Primary Leadership Development Course (PD-201) at the SFMCA and then provides proof of having also passed the Officer's Training School (OTS) from the STARFLEET Academy.

ADVANCED MEDICAL PROFICIENCY AWARD
Issuing Authority: Branch Director – Medical
Frequency: As needed (one award per marine maximum)
Ribbon description: Hunter Green or Kelly Green with Gold Oak Leaf
Cadets Eligible for Award: No

This award is authorized to marines who have:
1. A current CPR certification that is equivalent to a Basic Cardiac Life Support Course by the American Heart Association;
2. A First Aid Course that is equivalent to an Advanced First Aid Course by the American Red Cross; or,
3. Has completed an Emergency Medical Technician Course (Basic) Documentation of such training must be provided by the certifying organization, and verified by the issuing authority. This ribbon is unlike most others in that it may only be worn as long as the individual's certification is in effect.

MEDICAL PROFICIENCY AWARD
Issuing Authority: Branch Director – Medical
Frequency: As needed (one award per marine maximum)
Ribbon description: Hunter Green or Kelly Green
SFMC Ribbon Name: Dr. David Miller Ribbon
Cadets Eligible for Award: Yes (Cadet Grade 3 and 4)

This award is authorized to marines who have completed either of the conditions stated below:
1.   Completed a CPR course that is equivalent to a Heartsaver course by the American Heart Association.
2.   Completed a Basic Cardiac Life Support Course or equivalent.

Documentation of such training must be provided by the certifying organization, and verified by the issuing authority. This ribbon (and its devices) is unlike most others in that it may only be worn as long as the individual's certification is in effect.

MARINE PROFICIENCY RIBBON
Issuing Authority: COTRACOM
Frequency: As needed (one award per marine maximum)
Ribbon description: White with Silver Torch device
Cadets Eligible for Award: Yes (Cadet Grade 3 and 4)

The Marine Proficiency Ribbon is awarded, automatically, to any Marine who completes the Marine Essential Tasks List (PD-205) at the SFMCA.

INITIAL ENTRY TRAINING AWARD
Issuing Authority: COTRACOM
Frequency: As needed (one award per marine maximum)
Ribbon description: White with Bronze Torch device
Cadets Eligible for Award: No

The Initial Entry Training Award is awarded, automatically, to any Marine who completes Marine Basic Training (PD-100) at the SFMCA. Ribbon is White with Bronze Torch Device, available from Glendale (www.glendale.com).

CADET INITIAL ENTRY TRAINING AWARD
Issuing Authority: COTRACOM
Frequency: As needed (one award per marine maximum)
Ribbon description: White with Bronze Anchor device
Cadets Eligible for Award: Yes (Cadet Grade 3 and 4)

The Cadet Initial Entry Training Award is awarded, automatically, to any Cadet who completes Cadet Advanced Marine Basic Training (PD-7) at the SFMCA. Once a cadet has reached the age of 14 and is no longer considered a cadet by the SFMC, this award converts to the Initial Entry Training Award, at which time the Bronze Anchor Device is removed and replaced with the Bronze Torch Device.

8.5 Other SFMC Awards (In Order of Precedence)

COMMANDANT'S CAMPAIGN AWARD
Issuing Authority: SFMC Commandant
Frequency: As needed
Ribbon description: Blue and Gold
SFMC Ribbon Name: Commandant's Campaign Award
Cadets Eligible for Award: Yes (All Cadet Grades)

This ribbon is given for completing or participating (certain criteria may have to be met to qualify) in a Commandant's Campaign. It is worn on the right chest to the outside of any Wilderness Challenge Qualification badge. It is a Blue and Gold ribbon.

WILDERNESS CHALLENGE QUALIFICATION BADGE
Issuing Authority: SFMC Commandant
Frequency: As needed
Ribbon description: Black Ribbon with Gold Frame
Cadets Eligible for Award: Yes (All Cadet Grades)

This badge is issued to any Marine who participates in the Annual SFMC Wilderness Challenge and completes all

the criteria. The badge is a black ribbon and a gold frame with a device indicating the SFMCWC that was participated in, i.e. SFMC Wilderness Challenge 2000's device is a bronze arrowhead. A maximum of three such devices can be added to the ribbon. It is worn on the right breast ½ inch above the Name Plate, below any other Qualification Badges and to the inside of the Commandant's Campaign Award.

RECRUITING RIBBON

Issuing Authority: COFORCECOM
Frequency: As needed
Ribbon description: Gold / Green / Gold / Green / Gold
Cadets Eligible for Award: Yes (All Cadet Grades)

Recruiting is very much a part of the STARFLEET Marine Corps. It is how the SFMC grows, and therefore special recognition is bestowed upon those who take time to grow the SFMC's membership. The SFMC Recruiting Ribbon is awarded to a Marine who successfully recruits five members into the SFMC.

If a Marine has been particularly successful in recruiting and has successfully recruited 25 individuals into the SFMC, they are authorized to attach a gold frame to the ribbon. This gold frame signifies that the individual wearing the ribbon is a master recruiter.

To be eligible for this award, a Marine must submit a list of the members that they have successfully recruited (see below for criteria) to their Brigade OIC, who upon verification will certify to FORCECOM that the nominee is responsible for recruiting the names submitted, and that the required retention time has been met. The list must include the name, SCC numbers, the date joined STARFLEET and the date on which the individual joined the SFMC by changing their affiliation in the STARFLEET Database.

Before issuance of the award, FORCECOM will verify that the Brigade OIC has confirmed the recruit's status, join and expiration dates as listed in the STARFLEET Database, if the recruit in question has appeared on any SFMC roster prior to recruitment, and has as well contacted the members on the list to confirm that the Marine nominated for the award was indeed the recruiting officer.

A recruit is considered to be successfully recruited if:
1. An individual who is not a member of either STARFLEET and the SFMC, joins STARFLEET and elects to be a member of the SFMC by changing the affiliation option in the STARFLEET Database to either SFMC Active or Reserve and then subsequently renews their membership at the end of their first year. However, these individuals must not have appeared on any SFMC unit roster prior to their selection of either Active or Reserve status to count toward satisfying the total number of recruits required. Individuals who have been listed on SFMC unit rosters in the past will not be counted.
2. An individual who is currently a member of STARFLEET who changes their affiliation option in the STARFLEET Database to either SFMC Active or Reserve and then subsequently renews their membership at the end of their first year. However, these individuals must not have appeared on any SFMC unit roster prior to their selection of either Active or Reserve status to count toward satisfying the total number of recruits required. Individuals who have been listed on SFMC unit rosters in the past will not be counted.

INDIVIDUAL LETTER of COMMENDATION (ILoC)

Issuing Authority: FORCECOM (at the request of any billet/office listed as the issuing authority for any SFMC achievement award, including all members of the SFMC General Staff)
Frequency: As needed, but only one ILoC may be requested by the same office to the same individual in a 12 month period. (An ILoC may not be requested for one's self)
Ribbon description: None, certificate only
Cadets Eligible for Award: Yes (all Grades)

NOTICE: THE PROCEDURE FOR GRANTING THIS AWARD IS DIFFERENT FROM OTHER SFMC AWARDS, PLEASE READ THE ENTIRE SECTION CAREFULLY, AND CONTACT FORCECOM WITH ANY QUESTIONS

This award is given to individual STARFLEET Marines for actions deemed worthy of recognition by the requesting

authority, either by demonstrating consistently outstanding performance over time, or by performing a particular task or service to a high standard of excellence.

The ILoC is intended to give public recognition (and a permanent record of that recognition) to Marines in addition to other awards they may have earned, or in place of another award. One use of this award is the case where a Marine has done something that warrants recognition, but because of circumstances (such as the limits on issuing an award in a 12 month period) no reward is available. The ILoC is a way of bridging the gap. The ILoC should never be issued for the same actions as another award received by the same Marine. (For example: If a Marine is issued the Embassy Duty ribbon for work done at a BDE muster, it would be inappropriate to also issue an ILoC for those same actions.)

The requesting authorities for this award are granted a wide degree of discretion in asking FORCECOM to issue an ILoC, but the requirement of a detailed individual letter is absolute. Responsibility for this letter falls solely to the requesting authority The award, once approved by FORCECOM, consists of an actual letter (the text of which is reported up the Marine's Chain of Command) detailing the reason for the commendation, with an E-cert available. The text of this letter must also be made available through appropriate public channels such as newsletters, e-mail lists, etc whenever possible. Publication of the text is the responsibility of the requesting authority.

NOTE: No public mention or forwarding on of the text of the LoC should be done until after the award is approved by FORCECOM. FORCECOM will summarily deny any request for an ILoC that does not include a letter containing at a minimum the intended recipient's name, rank, SCC number, the action or actions by that individual cited as the reasons for the commendation, and the date or time period of those actions. If an E-cert is requested, standard lead times apply.

UNIT LETTER of COMMENDATION (ULoC)
Issuing Authority: FORCECOM (at the request of any billet/office listed as the issuing authority for another award)
Frequency: As needed, but only one ULoC may be requested by the same office for the same unit in a 12 month
        period. (A unit OIC may not be request a ULoC for their own unit)
Ribbon description: None, certificate only
Cadets Eligible for Award: Yes (all Grades)

NOTICE: THE PROCEDURE FOR GRANTING THIS AWARD IS DIFFERENT FROM OTHER SFMC AWARDS, PLEASE READ THE ENTIRE SECTION CAREFULLY, AND CONTACT FORCECOM WITH ANY QUESTIONS.

This award is given to STARFLEET Marine units for actions deemed worthy of recognition by the requesting authority, either by demonstrating consistently outstanding performance over time, or by performing a particular task or service to a high standard of excellence.

The ULoC is intended to give public recognition (and a permanent record of that recognition) to Marine units in addition to other awards they may have earned, or in place of another award. Because there are very few other SFMC awards given to entire unit, the ULoC may be considered a valuable way to recognize the efforts of a group as a whole, rather than singling out individual Marines.

The ULoC should never be issued for the same actions as another award received by the same unit (For example: If a unit is issued a Recruiting streamer for their guidon for a particular year, it would be inappropriate to also issue a ULoC those same actions. However, if the same unit had earned a Recruiting streamer for several years in a row, a ULoC might be an appropriate way to recognize outstanding effort over time).

The requesting authorities for this award are granted a wide degree of discretion in asking FORCECOM to issue a ULoC, but the requirement of a detailed individual letter is absolute. Responsibility for this letter falls solely to the requesting authority.

The award, once approved by FORCECOM, consists of an actual letter (the text of which is reported up the Chain of Command) detailing the reason for the commendation, with an E-cert available. The text of this letter must also be made available through appropriate public channels such as newsletters, email lists, etc whenever possible.

Publication of the text is the responsibility of the requesting authority. NOTE: No public mention or forwarding on of the text of the LoC should be done until after the award is approved by FORCECOM.

FORCECOM will summarily deny any request for a ULoC that does not include a letter containing at a minimum the name, rank, and SCC number of the unit OIC, the unit number (unit names are optional but strongly recommended), unit BOS, the action or actions by that unit cited as the reasons for the commendation, and the date or time period of those actions. If an E-cert is requested, standard lead times apply.

NOTE: Please pay particular attention to the subtle differences in the requirements for the letter of an ILoC and for the ULoC. Note also that the unit name (such as the "Maulers") is not required but is strongly recommended to add to the personal feel of the letter.

8.6 SFMC Naval Citations (Certificate Only)

NAVAL UNIT CITATION
Issuing Authority: Brigade OIC
Frequency: As needed (no more than one per Chapter per year)
Ribbon description: None, certificate only

This award is given to chapters of STARFLEET, The International Star Trek Fan Association, Inc. to recognize them for outstanding support and assistance rendered to STARFLEET Marine Units (above and beyond simply hosting a Strike group or attending their events).

NAVAL ACHIEVEMENT CITATION
Issuing Authority: Brigade OIC
Frequency: As needed (no more than one per Marine per year)
Ribbon description: None, certificate only

This award is given to members of STARFLEET, The International Star Trek Fan Association, Inc. to recognize them for outstanding support and assistance rendered to STARFLEET Marine Units (above and beyond simply hosting a Strike group or attending their events).

8.7 SFMC Cadet Awards

It is important to note that all kids can't do the same things equally. That is why the Corps has broken the cadets into different categories based on their age. This will enable the SFMC the ability to hand out more than one award. This will give all cadets an equal chance of earning an award based on what they are capable of doing. For detailed information on SFMC Cadet age groups please see the current edition of the SFMC Cadet Manual.

Please note that the Corps is using the same ribbons for the Cadet Achievement Awards, as the rest of the SFMC. The only difference is that the cadets' ribbons will also have a good conduct knot ribbon device to denote a cadet award. It is possible to earn the same award more than once, just add another knot.

Cadet Awards and Aging Out
When a cadet ages out of the SFMC cadet program, whether the cadet is age 15 or 17, they are no longer authorized to wear any SFMC Cadet Achievement Awards. They may however continue to wear any SFMC Service and Training awards that they had been awarded during their time as a cadet. Upon aging out of the Cadet Corps the individual is eligible for the Cadet Service Completion Award, see the MFM for specifics for this award.

The Awards Procedure
To receive an award, the cadet has to be nominated for it by someone. Usually this involves the MTU OIC, MSG OIC, ship CO, or other Marine Cadets. An award recommendation is sent up the chain of command to the appropriate authority (issuing authority for each award is specified in the next section). If the cadet has met or exceeded the standards for that award, it will be authorized and then awarded to that cadet.

Eligibility for Awards
SFMC Cadet awards may normally only be awarded to MTU's. This means that in order to receive awards, individuals must be SFI members in good standing, and units must be listed as active and reporting for a minimum of 3 reporting periods. These limits are intended to reinforce and support the link between participation and communication that are essential for a successful fan organization.

Recommending Awards
Remember, although only certain persons can actually authorize each of these awards, they can be recommended by anyone in the Chain of Command. This is one reason why unit reports and good communication are so important. If the MTU OIC or Brigade OIC never hears about the things your unit has done, they certainly can't recommend an award.

Cadets and SFMC Awards
Cadets are not precluded from earning non-cadet SFMC awards. Members of the SFMC are encouraged to submit nominations for non-cadet SFMC awards for cadets. While some of the awards are not possible for cadets to earn based on their requirements, awards such as Leaders Commendation, Great Barrier, etc… can be awarded to cadets. The awards are worn on their ribbon rack and worn in the proper order of precedence in relation to the cadet awards (for more information on order of precedence please see Cadet Award Descriptions). For more information on the non-cadet SFMC awards and their requirements please see the MFM.

Multiple Awards
As with any award there may be times when a cadet will receive multiples of certain awards. Changing the Good Conduct Knot count on the ribbon attachment will denote multiple Cadet Achievement Awards. Good Conduct Knots in Bronze with 1-5 knots will denote that the cadet has been awarded a particular award 1 to 5 times. At the fifth award no more Good Conduct Knots will be added. For regular SFMC awards, cadets shall affix stars as described in the SFMC MFM to denote multiple awards.

8.7.1 SFMC Cadet Achievement Awards (In order of precedence)
Cadets have their own Achievement Awards, namely because it would be unfair for adults and cadets to compete for the same awards given that there are tremendous differences in capabilities between the two. These awards are worn first on the ribbon rack, and ahead of any other SFMC awards.

SFMC CADET CROSS OF HONOR (a.k.a. SFMC Cadet of the Year)

Issuing Authority: Commandant
Frequency: Annual (one award issued to one cadet per age group per year)
Ribbon Description: Gold with Good Conduct Knot

This award replaces the SFMC Youth Cross of Honor. This award is given to a Marine Cadet, that most exemplifies the spirit, image and attitude of the SFMC—the one who sets the standard for personal conduct, appearance, motivation, dedicated service and esprit de corps for which all STARFLEET Marine Cadets strive The top three candidates for this award are selected, by the SFMC General Staff, from among the SFMC Cadet Cross of Valor recipients in the various units, and passes those names on to the Commandant for his selection of the final recipient. The recipient of the SFMC Cadet Cross of Honor is known as the "Marine Cadet of the Year."

SFMC CADET SWORD OF HONOR (a.k.a. SFMC Cadet Leader of the Year)

Issuing Authority: Commandant
Frequency: Annual (one award issued to one Grade 4 Cadet per year)
Ribbon Description: Jackson Ribbon with Good Conduct Knot

This award replaces the SFMC Youth Sword of Honor. This award is given to the Marine Cadet who most exemplifies the personal and professional standards of leadership valued by the SFMC. This individual has provided the highest standard of guidance and leadership to their fellow Marine Cadets, setting a standard of excellence for other leaders to follow. The top three candidates for this award are selected, by the SFMC General Staff, from among the SFMC Youth Sword of Valor recipients in the various units, and passed on to the Commandant for his selection of the final recipient.

SFMC CADET SHIELD OF HONOR (a.k.a. SFMC Cadet Volunteer of the Year)

Issuing Authority: Commandant

Frequency: Annual (one award issued to one cadet per age group per year)
Ribbon Description: Akers Ribbon with Good Conduct Knot

This award replaces the SFMC Youth Shield of Honor This award is given to the Marine Cadet who has made the most significant personal impact in community service efforts within the SFMC. This effort does not necessarily have to be on behalf of a SFMC campaign effort, but financial donations are specifically excluded as the basis for eligibility. Volunteering your time and hard work counts; simply writing a check doesn't. The top three candidates for this award are selected, by the SFMC General Staff, from among the Cadet Shield of Valor recipients in the various units, and passed on to the Commandant for his selection of the final recipient.

SFMC CADET STAR OF HONOR (a.k.a. SFMC Cadet NCO of the Year)

Issuing Authority: SGM/SFMC
Frequency: Annual (one award issued to one cadet per age group per year)
Ribbon Description: Red and White with Good Conduct Knot

This award is given to the Marine Cadet NCO who most exemplifies the personal and professional standards of leadership valued by the SFMC NCO Corps. This Marine Cadet NCO has made a significant personal impact in community service efforts throughout their area, and through their actions and words, have provided the highest standard of guidance and leadership to their fellow Marines, setting a standard of excellence for other Cadet NCOs to follow. Normally, the General Staff selects the top three candidates for this award from among the Star of Valor recipients in the various brigades, and then passes those names on to the SGM/ SFMC for his selection of the final recipient.

SFMC CADET LEGION OF HONOR (a.k.a. SFMC Training Detachment of the Year)

Issuing Authority: Commandant
Frequency: Annual (one award per cadet unit per year maximum)
Ribbon Description: Smith-Webber Ribbon with Good Conduct Knot

This award replaces the SFMC Youth Legion of Honor. This award is given to the Marine Cadet unit that most exemplifies the spirit, image and attitude of the Corps. This unit should set the standard for conduct, appearance, motivation and activity for which all STARFLEET Marine Youth units strive. The top three candidates for this award are selected, by the SFMC General Staff, from among the Youth Legion of Valor recipients in the various units, and passed on to the Commandant for his selection of the final recipient.

SFMC CADET CROSS OF VALOR (a.k.a. Brigade Marine Cadet of the Year)

Issuing Authority: Brigade OIC
Frequency: Annual (one award issued to one cadet per age group per year)
SFMC Ribbon Name: Deidre Rickard Ribbon with Good Conduct Knot

This award replaces the SFMC Youth Cross of Valor. This award is given to the Marine Cadet that most exemplifies the spirit, image and attitude of the SFMC within a particular brigade—the one who sets the standard for personal conduct, appearance, motivation, dedicated service and esprit de corps for which all STARFLEET Marine Cadets in that brigade strive.

SFMC CADET SWORD OF VALOR (a.k.a. Brigade Marine Cadet Leader of the Year)

Issuing Authority: Brigade OIC
Frequency: Annual (one award issued to one Grade 4 Cadet per year)
SFMC Ribbon Name: Bisig Ribbon with Good Conduct Knot

This award replaces the SFMC Youth Sword of Honor. This award is given to the Marine Cadet who most exemplifies the personal and professional standards of leadership valued by the Brigade. This individual, through their actions and words, has provided the highest standard of guidance and leadership to their fellow Cadets, setting a standard of excellence for other leaders to follow.
(It should be noted that two ribbons are shown. The lower ribbon has been discontinued by the manufacturer. The upper ribbon is its replacement.)

SFMC CADET SHIELD OF VALOR (a.k.a. Brigade Cadet Volunteer of the Year)

Issuing Authority: Brigade OIC
Frequency: Annual (one award issued to one cadet per age group per year)
Ribbon description: Kelley Ribbon with Good Conduct Knot

This award replaces the SFMC Youth Shield of Valor. This award is given to the Marine Cadet who has made the most significant personal impact in community service efforts within the Brigade. This effort does not necessarily have to be on behalf of a SFMC campaign effort, but financial donations are specifically excluded as the basis for eligibility. Volunteering your time and hard work counts; simply writing a check doesn't. Candidates for this award should be chosen from Cadets in a particular brigade who has received the Community Service Citation within the past year.

SFMC CADET STAR OF VALOR (a.k.a. Brigade Cadet NCO of the Year)
Issuing Authority: Brigade SGM
Frequency: Annual (one award issued to one cadet per age group per year)
Ribbon description: Red with Good Conduct Knot

This award is given to the Marine Cadet NCO who most exemplifies the personal and professional standards of leadership valued by the NCO Corps of a Brigade. This Marine Cadet NCO has made a significant personal impact in community service efforts throughout their area, and through their actions and words, have provided the highest standard of guidance and leadership to their fellow Marines, setting a standard of excellence for other NCOs to follow.

SFMC CADET LEGION OF VALOR (a.k.a. Brigade Training Detachment of the Year)
Issuing Authority: Brigade OIC
Frequency: Annual (one award issued to one cadet per age group per year)
Ribbon Description: Matt Copple Ribbon with Good Conduct Knot

This award replaces the SFMC Youth Legion of Valor. This award is given to the Marine Cadet Training Detachment that most exemplifies the spirit, image and attitude of the STARFLEET Marine Corps within that Brigade. This detachment should set the standard for conduct, appearance, motivation and activity for which all Marine Cadet units in the Brigade strive

SFMC CADET BRIGADE SERVICE COMMENDATION
Issuing Authority: Brigade OIC
Frequency: As needed
Ribbon Description: Grey with Good Conduct Knot

This award replaces the SFMC Youth Service Commendation. This award is given to recognize Cadets who have rendered exceptional service to a particular brigade by demonstrating consistently outstanding performance over time.

SFMC CADET BRIGADE ACHIEVEMENT AWARD
Issuing Authority: Brigade OIC
Frequency: As needed
Ribbon Description: Strasser Ribbon with Good Conduct Knot

This award replaces the SFMC Youth Achievement Award. This award is given to recognize Marine Cadets who have rendered exceptional service to a particular brigade by performing a particular task or service to a high standard of excellence. Such accomplishment should be of regional significance and affect or reflect favorably on the brigade as a whole.

8.7.2 SFMC Achievement Awards
Cadets are only eligible for the following SFMC Achievement Awards; Meritorious Unit Citation and Leaders Commendation. Cadets may also be eligible for the Legion of Honor and the Legion of Valor if they are not members of a MTU. Cadets are NOT eligible for any other SFMC Achievement Awards.

8.7.3 SFMC Service Awards

SFMC Service awards may be awarded to cadets as well as adults. This is because the awards are very general in their nature and requirements, so many of the SFMC Service Awards can be earned by cadets. Please note that Cadets are eligible for all awards listed in the SFMC Service Awards section, with the exception of the Legion of Arms. These awards are worn after the Youth Achievement Awards and any SFMC Achievement Awards that the Cadet may have been awarded. Please see Section 8.3 for descriptions of SFMC Service Awards.

8.7.4 SFMC Training Awards

Most of the SFMC Training Awards can not be earned by cadets at this time, however there are three that Cadets 12 to 17 years of age may earn. They are the Medical Proficiency Award, Marine Proficiency Ribbon, and the Cadet Initial Entry Training Award. These awards are worn after the SFMC Service Awards. Please see Section 8.4 for descriptions for SFMC Training Awards.

APPENDICES

APPENDIX A – Pledges

The Creed of the STARFLEET Marine
I am a Starfleet Marine! A professional!
I am a volunteer, knowing all the hazards of my profession.
I serve with the memory of those who have gone before me.
I pledge to uphold the honor and integrity of all I am, in all I do.
I am a professional soldier; I will serve wherever duty requires.
I will always strive to excel in every art and artifice of war.
I know that I may be tasked to serve in isolation, far from familiar faces and voices.
I will conquer my fears and succeed.
I will keep my mind and body clean, alert, & strong, for this is my debt to those who depend upon
me.
I will maintain myself, my arms, and my equipment as befits a Starfleet Marine.
I will not fail those with whom I serve. I will not bring shame upon myself or the Corps.
I will adapt and overcome any adversity.
My goal is to succeed in any mission, and to live to succeed again. I will succeed.

The Marine Rifle Oath
This is my rifle.
There are many like it, but this one is mine.
My rifle is my best friend. It is my life.
I must master it, as I master my life.
My rifle, without me, is useless.
Without my rifle, I am useless.
I must fire my rifle true.
I must shoot straighter than my enemy, who is trying to kill me.
I must shoot him, before he shoots me.
I know that what counts in war is not the shots I fire, nor the sound of my firing.
I know that it is the hits that count.
My rifle is human, even as I, because it is my life.
Thus, I will learn it as a brother.
I will learn its weakness and its strength.
I will keep my rifle clean and ready, even as I am clean and ready.
We will become part of each other.
My rifle and I are the defenders of my world.
We are the masters of our enemy.
We are the saviors of my life.
So be it, until victory is ours, and there is no enemy, only Peace.

Guard Duty General Orders
1. I will take charge of the post that I am assigned and all other Federation property in view.
2. I will walk the limits of my post in a military manner, being always on the alert for anything unusual.
3. I will challenge all persons who enter my area, regardless of their rank or status.
4. I will report accidents, emergencies, and anything not covered by my orders to the Officer of the Watch.
5. I will insure the safety of all visitors of high rank while they are on my post.
6. I will receive, and pass on to the sentry who relieves me, all orders of the Officer of the Watch or the
7. Commander of the Relief.
8. I will quit my post only when properly relieved.

The STARFLEET Code of Conduct
I. I will always conduct myself in a manner which brings credit to the Corps, my unit, and myself.
II. I will be resolute in the performance of my duty and the execution of Corps policy and regulations.
III. I will show courtesy to my subordinates, fellow officers, and superior officers at all times.
IV. I will strive for impartiality and fairness in judgment, and disqualify myself from decisions where my
V. judgment may be compromised.
VI. I will listen to both sides of a dispute, and act upon fact, not innuendo.

VII. I will never assume, but always verify.
VIII. I will strive to defuse confrontations, not cause them.
IX. I will be the first to praise, and the last to criticize.
X. I will praise in public, and criticize in private.
XI. I will strive to be part of the solution, not part of the problem.

APPENDIX B – How to Destroy a Marine Strike Group

- Don't attend meetings, or at least arrive late.
- Always leave before the meeting is over.
- Never have anything to say at meetings, wait until you get outside or at home.
- When at meetings, agree to do everything, then go home and do nothing.
- The next day, find fault in your officers and fellow Marines.
- Take no part in your ship's affairs.
- Be sure to sit in the back at meetings, so you can talk things over with your friends. No one will notice.
- Take all that your fellow Marines have to give and all they are working hard to get, but give nothing in return.
- Talk cooperation, but never cooperate.
- If asked to help others, always say you don't have the time.
- Threaten to quit or resign at every opportunity.
- Tell others they stand for too little or too much.
- Never accept an assignment willingly. It is easier to criticize others than to do something yourself.
- Spend as much time as possible on the Internet criticizing other organizations and units. Only people in your unit or organization are worthy of courtesy and respect.
- Constantly spread rumors and criticize the officers around you. This gives you something to do with all your free time. It may even get them to work harder for the ship. They all want to be big shots or they wouldn't be officers, right?
- Don't do anything more than you have to, and when others willingly and unselfishly try to use their ability and time to help the unit, howl as loudly as you can because the unit is being run by a CLIQUE.

APPENDIX C – Keeping the Peace

As one of your ship's marines, you may be called upon to handle real life security problems during a meeting, at a convention, etc. Following are general guidelines you may wish to follow in this role. They should not be construed as legal counsel or directives for prescribed behavior, but rather as friendly advice.

> What Marines say:
> "I find that using the SFMC's RPS system of conflict resolution is a great way of resolving those conflicts that seem impossible to resolve."
> -Joe D. and Joe F.

There are a number of knuckle-dragging individuals walking around in the world who have very little to lose from their boorish behavior and who do not mind ruining your day (or at least trying to). Some may be bigger and stronger than you. Some may be drugged or drunken. Whole books have been written about what to do at the OK Corral when this happens, but let's cover some real world points that you must remember if you are going to get involved.

YOU HAVE TO CONTROL YOURSELF BEFORE YOU CAN CONTROL ANOTHER.
You are expected to keep a cooler head, especially if you are everyone else's cover. Speak slowly and calmly to the subject, but firmly and authoritatively. Make eye contact. Do not call names or threaten. State exactly what is, as opposed to making threats. Rather than, "Hey, you better watch it or I'll kick you outta here," try, "If you do not stop this, I will have you ejected." The only thing worse than not reacting is overreacting in a security matter. Take the heat out of yourself by counting to ten or playing a song in your head as you are moving to deal with the problem. If you have to take a few seconds in the next room to calm down before you take further actions, then do so. There is absolutely no room for macho games. Do not challenge (nor accept) invitations to engage in violence or prove who the bigger man is. Don't get into verbal shoving matches that escalate a matter and prolong it.

KNOW THE LAW, AND DO ONLY WHAT YOU ARE WILLING TO BACK UP IN COURT.
You must know the legal requirements for using force, citizen's arrest, and knowing how to avoid violating someone else's rights. Remember, both SFI and the SFMC will revoke your membership for doing the above. Contact a police agency or a criminal lawyer to find the best source for this information. Remember, you are not a police officer, and this limits your protections and powers for handling other persons. Also remember that you can be sued by someone, and spend lots of time in court, even though you may have acted legally.

DIAL 911 AT THE FIRST SIGN THAT SOMEONE IS COMMITTING OR IS ABOUT TO COMMIT A CRIME.
You are no substitute for the real police. Call the police, and make clear that you (or the party that is wronged) are the complainant. Obey all of their instructions and keep a cool head. Give clear, concise answers to their questions. Don't expect them to be overawed by the fact that you are a combat ready STARFLEET Marine, and remember that every situation you get the law to handle is one less that you can be sued over.

CLARIFY WITH THE OWNERS OF THE PROPERTY YOUR ROLE AND POWERS ON THEIR PROPERTY.
Whoever owns the area you are standing on rules it. If you do not have the owner's permission to eject a rowdy individual from the premises, you better not do it. The same goes for using any sort of weapon, including chemical sprays. A friendly meeting prior to the event with the owner where you introduce yourself and voice your concerns about security is mandatory. Only they can give you the authority to take control over the premises. You may need them to back you up in court when someone gets around to wondering why you had any business jumping into the disturbance, so make sure you're on good terms with them. You do only what they say you can do, nothing beyond.

IF THE SITUATION TURNS AGGRESSIVE OR VIOLENT, YOU PROBABLY SCREWED UP
You, as the peace keeper, need to keep an eye out for burgeoning disturbances, loud voices, drunk individuals who might turn mean, and other potential problems before they turn into full blown call outs. Rarely, if ever, does a fight or disturbance just suddenly start from nowhere. Identify the problem as it starts, and then handle the problem discreetly by taking steps to prevent it from getting any larger. The old saying about "an ounce of prevention" applies here. Ideally, no one will notice that you are doing your job, as you casually move around and help the drunken individual who's a little loud find his way out and calmly ask the rowdies at the far table to tone it down a bit. It's easier to do things like this than react to the matter later.

GOOD REFLEXES ARE FINE, BUT GOOD PREPARATION IS BETTER
Know the law. Know your physical abilities, and know how to take care of yourself. Know what you can legally do in the situation. Know who will help you out, and who you can call on to back you up in an emergency. Equip

yourself with the equipment you need to restrain or control an aggressive person. If you do these things, then good performance in a crunch will come naturally. The US Rangers say "everything is training and training is everything". Adopt this philosophy, and that of the Boy Scouts, which is "Be Prepared".

TAKE THE TIME TO UNDERSTAND WHY SOMEONE IS ACTING UP
To put it simply, people do things for reasons. Apply this thinking to the aggressive or disruptive individual. Do they want attention or to make a scene? Withdraw it, or handle them off on the side. Do they fear you? Make yourself non-threatening. Do they throw tantrums? Withdraw interest from them to squelch it. Do they work themselves up into a frenzy over something? Deal with them assertively before they can work themselves up. Remember that a significant part of controlling behavior is understanding it.

APPENDIX D – Information Resources
D.1 Online Information
There are many sources for information about Star Trek and its fan clubs on the Internet. Some of the ones that relate especially to the STARFLEET Marine Corps are listed below.

SFMC Listserv
A listserv is like a community bulletin board, except that mail and other notes are posted electronically. The current SFMC listserv address is: corps-l@sfi-sfmc.org. To subscribe to the list:
GO TO: http://lists.sfi-sfmc.org/listinfo.cgi/corps-l-sfi-sfmc.org
You can subscribe to the list, modify your account and view past posts to the listserv through this site.
To post to this list:
SEND TO: corps-l@sfi-sfmc.org
Note that the address for sending mail to the list serve is a lower case L, not the number one.

SFMC Web Site
The SFMC operates a web site for information and communication relating to the STARFLEET Marine Corps functions. You can find contact information for most of the Corps' top brass, as well as information about the structure, activities, and philosophies of the SFMC. To reach this web site, go to: http://www.sfi-sfmc.org.

STARFLEET International Web Site
The Corps' parent organization has its main website at http://www.sfi.org

Organizational and Private Sites
Some members have Home Pages on the net, and some ships or chapters within STARFLEET do as well. A good way to locate these is to start at the SFI or SFMC Web Sites and follow the links thereon. Training and Doctrine Command's website if accessible through the main SFMC website, students can access manuals and take courses online at no cost.

America Online and Web Search Engines
Many of the members of SFMC have accounts with America Online (AOL). Most put SFMC in their personal information. You can search the membership database using SFMC as a keyword and locate other Marines this way. There are also forums for other Star Trek Marine organizations as well, under the message boards at keyword STAR TREK. You can also find a plethora of websites and information by entering SFMC, Starfleet, or Star Trek in any of the several web search engines like Yahoo, Web Crawler, Excite, Alta Vista, etc. Be cautious, as there are several organizations that use Starfleet and Marine Corps in their name, but are not affiliated with SFI or the SFMC.

D.2 Telephonic Information
Many members of the SFMC are willing to answer questions and offer help via telephone. Before you call anyone in the organization, though, please remember some common telephone courtesy. No matter who you call, please observe some common sense and check the difference in time zones! A comfortable time after supper for you might be very late in the evening someplace else. If you get an answering machine, be sure to leave your name, phone number with area code, time you called, and a good time to call you back. If you are willing to pay for their call back, tell them it's okay to call collect. Not only is this good manners, it encourages them to call you even if they do decide to pay for their own call.

Here's an example:"You have reached the Klingon Embassy. We are out intimidating other species and can't come to the phone. Leave a message or be destroyed." ...BEEP… "Hey General Chang! Colonel Kelley calling about the paintball game. It's 2 A.M. here in Missouri, give me a call before ten tomorrow morning if you guys want another re-match. The number is area code 573-893-6550. No need to bankrupt the empire, so you can call collect if you want. Q'apla!" They never did call back, but you get the idea.

D.3.Publications of Interest
Attention On Deck
This is the official newsletter of the SFMC. It contains updated contact information, promotions and awards listings, upcoming events and other administrative data that concerns SFMC members. The AOD is included in the bi-monthly publication of the STARFLEET Communiqué.

STARFLEET Communique
The official newsletter of STARFLEET, the International Fan Association, Inc. Subscription information may be obtained by writing to STARFLEET Headquarters. (This has an official Marines column where the members of the fleet can read about SFMC activities and accomplishments.)

Suggested Reading List
This is a partial list of some books and other materials that you might consider reading. Most are fiction, some are not. They all deal with different aspects of military life, whether or not it is in a science-fiction setting.

Starship Troopers, by Robert A Heinlein. The movie was good, but the book is even better—and the movie bore little resemblance to the book, if you're wondering. If you haven't read it, put this down and go do so, right now! Everyone should read the series "There Will Be War" —it's a mix of nonfiction and fiction about war in the future, by the best writers in the world.

By far one of the best non-fiction books ever written is "Black Hawk Down", by Mark Bowden. He tells a riveting story of the actual battle that took place in Mogadishu, Somalia. The story is comprised of actual accounts from the survivors and is truly "THE" story of modern warfare.

If you are a powered armor fan read John Steakley's book, Armor. It's simply incredible. For Mecha fans, FASA's entire line of books is mandatory. Tankers will love David Drake's stuff. Infantry will enjoy Jerry Pournelle's Mercenary and West of Eden and Carston Stroud's Iron Bravo (especially you NCOs). SpecOps types will like Joe Garner, Sr.'s Code Name: Copperhead (non-fiction) and Victor Leonev's Blood on the Sands (non-fiction).

Other books worth reading: Anything by Gordon Dickson, but especially Dorsai!, Tactics of Mistake, Soldier Ask Not; Joe Haldeman's The Forever War; William Keith's Decision at Thunder Rift, Mercenary's Star, Price of Glory, Tactics of Duty; Michael Stackpole's Assumption of Risk, Natural Selection, Lethal Heritage, Blood Legacy, Lost Destiny, Bred for War; Anything by David Drake, but especially Hammer's Slammers, The Sharp Edge, Rolling Hot, The Military Dimension, Redliners; Robert Aspirin's Illegal Aliens (with Phil Foglio) and The Cold Cash War; Keith Laumer's Bolo, The Retief series; Anything by Larry Bond, but especially Vortex; W. E. B. Griffin's The Brotherhood of War series (8 books, very good), The Corps series (7 books, great stuff).

Suggested Viewing List
This is a partial list of some non-Trek movies that you might consider watching. One of my favorites is Aliens (the sequel to the movie Alien) because of the Colonial Marines in it. They unfortunately get pretty much waxed by some seriously nasty monsters, but go out with style and lots of gunfire. Other military and sci-fi movies and shows worth watching: Babylon 5 (series), Glory, Predator, Space: Above and Beyond (series), Terminator, Terminator 2, The Thin Red Line, The Walking Dead, Uncommon Valor.

Anyone with any interest whatsoever in how military planning can get it wrong (and right) and how luck and fate intercede should watch A Bridge Too Far. Anyone wishing to appreciate the true nature and sacrifice of warfare must watch Saving Private Ryan.

APPENDIX E – Materiel Resources

Here are some places to obtain the things you'll want, like uniforms, insignia, and all the other paraphernalia of the Trek universe. For a more complete listing check out the SFMC website at http://www.sfi-sfmc.org.

> **IF ALL ELSE FAILS:**
> Talk to other Marine Strike Groups, or contact your Brigade OIC. It's very likely that someone will know where to get whatever you need. Don't forget, you can always make something that is needed yourself, and you'll have an instant market composed of your fellow Marines!

SFMC Quartermaster
The SFMC Quartermaster, within the Commandant's office, should have many of the insignia and other items for the SFMC uniform, as well as information on where to get other Corps Specific Merchandise and what to ask for. Try here first!

Glendale (1-800-555-9269; www.glendale.com)
Glendale specializes in parade, band, and honor guard supplies and has many hard-to-find specialty items like extra-large web belts, shoulder cords in ANY color, bib scarves, gloves, color guard equipment, etc. An outstanding selection!

US Cavalry (1-888-88USCAV; www.uscav.com)
This is a chain of stores that specialize in "World's Finest Military and Adventure Equipment." They carry lots of nifty things, including boots, field gear, flight suits, and many civilian versions of current issue military equipment. While they are not cheap, they have an incredible returns policy.

**Quartermaster** (1-800-444-8643; www.qmuniforms.com)
This mail-order company based in California specializes in military and law enforcement apparel, insignia, and equipment. They carry many distinctive insignia and are also a good source for parade and honor guard equipment.

Intergalactic Trading Company (1-800-383-0727; www.intergalactictrading.com)
This is a company specializing in sci-fi collectibles (including a lot of non-Trek memorabilia). They do carry some nice Trek related things like T-shirts, uniforms, makeup, and jewelry. While they aren't a big source for SFMC material, they carry some unusual items that may be hard to get elsewhere.

APPENDIX F

SFMC Ribbon Quick Reference Chart
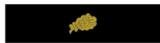
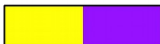|				
Gold Nebula	Silver Nebula	Distinguished Service Cross	Cross of Honor	Sword of Honor
Shield of Honor	Star of Honor	Legion of Honor	STARFLEET Cross	Commandant's Meritorious Service
Comet	Cross of Valor	Sword of Valor	Shield of Valor	Star of Valor
Legion of Valor	Wounded Lion	SFMC Service Commendation	SFMC Achievement	Brigade Service
Brigade Achievement	Meritorious Unit Citation	Leader's Commendation		
Marine Honor Guard	Great Barrier Expedition	Disaster Relief	United Nations Service	Prentares
Community Service	Communications Service	Good Conduct Ribbon	SFMC Anniversary	International Service
Brigade Muster	Joint Service	Embassy Duty	Legion of Arms	Cadet Legion of Arms
Cadet Service Completion				
TRACOM Commander's	Academic Excellence	NCO Development	Professional Development	Advanced Medical Proficiency
Medical Proficiency	Marine Proficiency	Initial Entry Training	Cadet Initial Entry Training	
Wilderness Challenge	Recruiting Badge	Commandant's Campaign		

APPENDIX G – Glossary

Realizing that many of the terms and acronyms we use so casually in conversation may confuse those who haven't had the benefit of years of active military service, we have included this glossary of "Milspeak." While it is far from complete (it is possible to make acronyms for just about any collection of words, trust me) it should cover most of the ones found in this manual and what you might overhear in normal 'Grunt' conversation.

G.1 Nautical Terminology

Because Marines have a long history of service on naval vessels and with naval personnel, they freely use nautical terminology just like their naval counter-parts. This can be confusing for the new recruit when someone tells him to "secure the hatch" when they really want him to "shut the door". The following guide, then, may help.

When you are on a planet or space station, you are ashore. To move from shore to ship, you go onboard. If you make the journey via transporter you beam aboard; if you walk aboard via access tube through a docking hatch, you go aboard the quarterdeck via the brow; if you go aboard via shuttle or aerospace craft, you land aboard. When such craft land aboard a ship, they are recovered; when they leave the ship, they are launched. When a ship is cruising under its own power it is said to be underway; when it is docked or grounded at a base or station it is in port (more infrequently it may be said to be moored or anchored).

Directions

Marines will often use nautical terms for directions—these are terms used aboard ship. The front of the ship is the bow; its forward-most point is the stem; to move in that direction is to go forward. The rear of the ship is called the stern; to move in that direction is to go aft; if something aboard is behind you, it is abaft; if something is behind the ship itself, it is astern. In between the bow and the stern is amidships.

As you face the bow, things on your left are to port; things on your right are to starboard. An imaginary line drawn from the stem to the stern is called the centerline. Things placed on a line perpendicular to the centerline are said to be athwart ships. To move toward the centerline is to move inboard, to move away is to move outboard. To go up to an upper deck is to go topside, to go down to a lower deck is to go below.

Structural Terms

Terms used in reference to ship construction are widely applied to structures ashore as well. For instance, a floor is called a deck, a wall is a bulkhead, the ceiling an overhead, a door a hatch, a hall a gangway or passageway, and stairs are known as ladders. Types of rooms also have different names: a bedroom is known as a stateroom, a bunk room is a berthing compartment, a dining room is a wardroom (for officers) or a mess deck/hall (for enlisted), a bathroom is a head, and the general term for an unspecified room is simply compartment.

G.2 Acronyms and Military Terminology

Abaft: Farther aft, as, "The plot room is abaft the bridge."
Abeam: On a bearing of 90° (abeam to starboard) or 270° (abeam to port).
Aboard: In or on a ship. Sometimes used in reference to being in or on a station, when there is a close-by shore facility to avoid confusion.
Aerospace: 1. The atmosphere of a planet and the space immediately surrounding it. 2. The combat arm that conducts operations in aerospace.
Aft: Toward the stern. Not as specific as abaft.
After: Of two locations, the one farthest aft, as, "The after wardroom."
All Hands: The entire ship's (station's) company.
Amidships: An indefinite area midway between the bow and the stern. "Rudder Amidships" means maneuvering thrusters are off, or employed equally to port and starboard so the ship does not change course in the XY plane.
Astern: Directly behind a ship.
Athwart: Across; at right angles to; perpendicular.
Away Mission: Any mission assigned to an Away Team, (this usually means it will take place off ship).
Away Team: A group of ship's personnel that are sent off ship for some specific purpose. Used to be called "Landing Party".
Aye or Aye Aye: Reply to a command or order meaning "I understand and will comply" used aboard ship (many times used ashore as well, though sometimes supplanted by roger and/or wilco).
Battalion (BN): A unit of organization consisting of three or more companies, plus attached elements. Within the fan club, a battalion consists of all Marine units and personnel within a single state.

Battery: A company-sized artillery unit.
Beam: 1. The extreme breadth of a vessel; 2. A structural support; 3. A focused energy transmission; 4. To move by matter transporter.
Bear: The act of being located on a bearing, as, "The target bears 045 mark 3."
BOS: Branch Of Service.
Brig: Confinement facility for prisoners aboard a vessel. Off ship facilities are known as jails or prisons.
Brigade (BDE): A unit of organization consisting of two or more Battalions. Within the fan club, a Brigade is equivalent to a STARFLEET Region. As an example, all units in Region 3 are in the Third Brigade.
Bulkhead: A wall on a ship.
Caliber: Measurement of a projectile's diameter, usually measured in millimeters or in hundredths of an inch.
CO: Commanding Officer
COFORCECOM: Commanding Officer, Forces Command
COINFOCOM: Commanding Officer, Information Command
COTRACOM: Commanding Officer, Training and Doctrine Command
Commandant: The highest ranking officer in the Starfleet Marine Corps.
Company: a unit composed of two to four platoons.
Division (DIV): The largest organizational unit within the Starfleet Marine Corps, consisting of two or more Brigades that are geographically associated in a specific manner. There are seven divisions in the SFMC.
Fire Team: The smallest level of organization in an infantry unit, consisting of four Marines. The standard fire team consists of a team leader, two infantrymen, and a light weapons specialist. Two to four teams make a squad.
Fleet Marine Force (FMF): One of the two general assignments all marine duties are divided into. The other is Garrison Force.
Garrison Force: One of the two general assignments all marines are rotated through during their careers. The other is Fleet Marine Force.
Gear: Equipment To get dressed/strap on all of your equipment is to "gear up".
Grunt: Slang for any combat soldier who is not a pilot of a vehicle or aerospace craft. Also used as a derogatory term by non-Marine personnel to describe Marines in general. Of course, most Marines consider this to be a compliment, so there's rarely any offense taken at the use of the term.
Gung Ho: From the Chinese language, it means "works together". Anyone who is enthusiastic and motivated is considered "Gung Ho".
Gunny: Slang for Gunnery Sergeant (grade E7).
JAG: Judge Advocate General. JAG officers are the military equivalent of lawyers.
Line Officer: An officer who commands combat troops. See also Staff Officer.
Local Commander: The SFMC member in charge at any specific event is considered the 'local commander'. For example, the 1BDE OIC would be the local commander for the 1BDE Muster (even if the Commandant is in attendance) and would specify the highest level uniform for the muster.
Marine Force Manual (MFM): This manual that you are reading.
MSH (pronounced "mash"): Mobile Surgical Hospital
MCU: Marine Correspondence Unit, a unit which does most of its activities through regular or electronic mail or via telephone.
MEU: Marine Expeditionary Unit, a unit without a host chapter in SFI, but whose members remain affiliated with the SFMC.
Mecha: A large, armed and armored vehicle that has a basic humanoid design (usually equipped with arms and legs). Better suited to rough terrain than AFVs and more versatile, but slower on open terrain and requires more maintenance.
MOS: Marine Occupational Specialty
MSG: Marine Strike Group
MTU: Marine Training Unit
NAVOP: Naval Operations
Non Commissioned Officer (NCO): Enlisted grades E4 through E9.
NCOIC: Non Commissioned Officer in Charge
Noncom: Another term for NCO, or Non Commissioned Officer.
OCC: Officer Command College, second of two officer training courses available through Starfleet Academy. You must complete OTS before you can take OCC.
OIC: Officer in Charge
Omega Team: A special operations force of particularly covert nature.
OTS: Officer Training School. The first step in becoming a STARFLEET officer is to take this course through

Starfleet Academy.

Platoon: An organizational unit consisting of 3 (or more) squads. Platoons usually have an OIC (the Platoon Leader) and a NCOIC (the Platoon Sergeant).

RPS: Rock-paper-scissors, a very useful system of conflict resolution used by the SFMC in certain situations.

SCC Number: Your SFI membership number. It is usually a five digit number sometimes followed by a dash and the digits representing the region you live in (i.e. - 98035-12 for someone living in Region 12 when he joined the fan club).

SFA: STARFLEET Academy

SFI: STARFLEET: The International Star Trek Fan Association, Inc.

SFMC: STARFLEET Marine Corps

SFMCA: STARFLEET Marine Corps Academy

SGM/SFMC: Sergeant Major of the Starfleet Marine Corps, the highest NCO post in the Starfleet Marine Corps.

SOP: Standard Operating Procedure, a set of instructions that cover a standard situation and what needs to be done in such a situation.

SpecOps: Special Operations

Squad: An infantry unit consisting of two to four fire teams, plus a squad leader.

Squad Leader: The individual in charge of a squad, usually an experienced enlisted man or Junior NCO.

Squadron: A company-sized aerospace unit.

Staff Officer: Any officer assigned to a unit who is not directly responsible for the command of troops. A good example are the officers who run the intelligence, logistics, and personnel departments at a unit's headquarters.

Strike Group: A task-formed Marine Unit, usually assigned to a ship or station, which may be homogenous (all one service branch) or composite (elements from many branches) in nature. It is usually company-sized, but may be as large as a battalion based on requirements.

Task Force: A task-formed Marine Unit, which is almost always composite (elements from many branches) in nature. It is usually larger than battalion strength and composed of several different units or Strike Groups.

Task-Formed: A unit composed to accomplish a particular task. It may consist of an existing unit, or may draw from existing units to form a new unit. It may be permanently established or exist only until the task is accomplished.

Troop: A company-sized cavalry unit.

Uniform Code of Military Justice (UCMJ): The laws and regulations that real-world US military personnel are expected to follow.

USMC: United States Marine Corps

About the SFMC Academy

The Starfleet Marine Corps Academy was established by Commander Starfleet in 2164 when it was determined that Starfleet Academy could no longer adequately meet the needs of both services. The historical home of the United States' Navy and Marine Corps Academies, Annapolis, was selected as the new home of the SFMCA. The head of the Academy, known as DCO-Academy, TRACOM, is still headquartered at the main campus in Annapolis. The motto of the SFMCA is "Facta Non Verba" or, in Federation Standard, "Deeds not Words." This is reflected in the more informal academy slogan, "We lead by example... whether we mean to or not." The DCO-Academy, TRACOM reports to the Commanding Officer of the Training Command (COTRACOM) who, in addition to the SFMCA, oversees branch schools, enlisted personnel training, advanced technical schools, and periodic skill re-fresher courses. Most of these courses are held either at one of the SFMCA facilities, or at one of the many training facilities in the New Valley Forge system which is home to TRACOM. These facilities, together with an Oberth class space dock serving as TRACOM headquarters, comprise Station Valley Forge. Today, the SFMCA consists of 5 campuses, 8 training worlds, and 42 ranges and field courses throughout the UFP. Together with Station Valley Forge, the SFMCA comprises one of the largest and most advanced military training organizations in the known universe.