

Criteria for Command Grade Promotions

Absent unusual and compelling circumstances, the following guidelines shall be followed for a candidate to be considered for promotion to the ranks of Captain/Colonel and above:

I. Eligibility:

- A. No candidate for promotion shall be considered qualified for promotion unless, in addition to the criteria set forth herein, said candidate shall have graduated from STARFLEET Academy's Officer Training School and Officer Command College
- B. Except as presented herein, all promotions will be one grade promotions within the established rank structure as set forth in the current Membership Handbook
- C. Except as set forth in section II.A below, a member must meet the following minimum "Time in Grade" to be eligible for promotion to the ranks listed:
 - Captain/Colonel - 24 months (in STARFLEET)
 - Fleet Captain/Brigadier - 18 months as Captain/Colonel
 - Commodore/Brigadier General - 21 months as Fleet Captain/Brigadier
 - Rear Admiral/Major General - 24 months as Commodore/Brigadier General
 - Vice Admiral/Lieutenant General - 30 months as Rear Admiral/Major General
 - Admiral/General - 36 months as Vice Admiral/Lieutenant General
- D. In no event shall there be more than two (2) promotions to any successive Command Ranks within a twelve (12) month period

II. Service Promotions:

- 1) Positions of Notable Responsibility within STARFLEET
A member who has been elected or appointed to one of these specific positions will receive the following corresponding promotion, subject to the terms specified in Section I, with the exception of sub-section I.C and I.D, provided they are not already at a higher rank. All promotions based on a position of responsibility in STARFLEET are considered field promotions until the member enters their 13th month of satisfactory service in said position.
 - A. Chapter Presidents (Chapter Commanding Officers): Persons holding the rank of Commander or below shall be promoted to Captain, by the Chief of Operations, upon conformation of qualifications outlined in the current Membership Handbook
 - B. Regional Coordinators (RC): Persons holding the rank of Captain and below shall be promoted to Fleet Captain by the Commander,

STARFLEET, provided they meet the criteria in section I.A above.

- C. Executive Committee Members:
Persons holding the rank of Fleet Captain or below will be promoted to the minimum rank of Commodore by the Commander, STARFLEET provided they meet the criteria in section I.A above. Executive Committee members include:
 - Chief of Operations
 - Chief of Communications
 - Commandant, Starfleet Academy
 - Chief of Shuttle Operations
 - Chief of Computer Operations
- D. Vice Commander, STARFLEET: Persons elected to the position of Vice Commander, STARFLEET will be promoted to the minimum rank of Rear Admiral by the Commander, STARFLEET
- E. Commander, STARFLEET: Persons elected to the position of Commander, STARFLEET will be awarded to the rank of Fleet Admiral
- F. Acting Commander, STARFLEET: Persons obtaining the position of Commander, STARFLEET through attrition will be promoted to the rank of Admiral. After six (6) months of service as Acting Commander, STARFLEET, said person shall be awarded the rank of Fleet Admiral.

2. For Extraordinary Service to STARFLEET, a member may be nominated for promotion six (6) months ahead of the Time in Grade schedule in Section I.C if they meet all the eligibility requirements in Section I above with the exception of sub-section I.C

Qualifications for "Extraordinary Service" Promotions shall include, but are not limited to:

- A. Performed actions above and beyond the normal scope of their position that benefits one of the following organizations:
 - The nominee's chapter
 - The nominee's region
 - STARFLEET as a whole.

3. For Outstanding Performance of Duty, a member may be nominated for promotion six (6) months ahead of the Time in Grade schedule in Section I.C if they meet these eligibility requirements:

- A. Satisfaction of all eligibility requirements in Section I with the exception

of sub-section I.C

- B. Served with distinction in any office or position for a minimum of six (6) months, where the term "served with distinction" shall mean:

1) The candidate has performed with honor the essential functions of their office or position to the satisfaction of the Regional Coordinator or the Commander, Starfleet; or

2) The candidate has performed with honor the essential functions of their office or position to the satisfaction of a majority of the Commanding Officers within their region, as evidenced by an informal poll of said Officers conducted by any member of the Executive Committee or by the Inspector General of Starfleet. A. For Extraordinary Service to STARFLEET, a member may be nominated for promotion six (6) months ahead of the Time in Grade schedule in Section I.C if they meet all the eligibility requirements in Section I above with the exception of sub-section I.C

- C. Qualifications for "Extraordinary Service" Promotions shall include, but are not limited to:

1) Performed actions above and beyond the normal scope of their position that benefits one of the following organizations:

- a) The nominee's chapter
- b) The nominee's region
- c) STARFLEET as a whole.

D. Resignations

In the event a person attained a promotion in accordance with section D above, steps down within 12 months of taking office, their rank shall revert to their prior permanent rank. Founding Commanding Officers of Chapters shall be the only persons allowed to reduce this 12 month probationary period. They may do so by applying up to six months of their time served as shuttle commanding officer towards their probationary time

III. Procedures for Promotions:

A. Positions of Notable Responsibility:

- 1) Commanding Officers of Chapters: The Commanding Officer of a chapter may be promoted to the rank of Captain regardless of their length of membership in STARFLEET, upon a submission of a Vessel Registry Request or official Change of Command form bearing the appropriate

original signatures.

b) Regional Coordinators and Executive Committee members:
Regional Coordinators and Executive Committee members shall be promoted in accordance with II.A above.

c) Commander and Vice Commander, STARFLEET:
Persons elected or appointed to these positions shall be promoted upon assuming office

B. Nominations:

Members may be nominated for promotion through any of the following processes:

1) Submitting, through the use of the US Postal Service or email, an application from any STARFLEET member in good standing.

Submitting an application through the use of the Online Promotion Nomination Form

C. Processing of Nominations

All nominations for promotion shall be submitted to the STARFLEET Promotions Director with the exception of those noted above in II.A

a) The Nomination will be promptly forwarded to the Regional Coordinator by either the automated online form or by the Promotions Director

b) Barring special circumstances, the Regional Coordinator shall inform the superior officer of the individual being nominated that a nomination has been made

2. The Promotions Director, upon receiving promotion nominations, shall send said nominations to the members of the Executive Committee and, upon reaching a decision, the Promotions Director shall notify the individuals involved in the promotion nomination process

D. Notification of Results:

All nominating officers and/or nominees will receive, in a timely manner, written or email confirmation of the acceptance or denial of the

proposed promotion by the Promotions Director

- a) If the confirmation letter is for denial of promotion, then the letter will contain the reason(s) for the denial of the promotion. It will not contain (nor will it be relayed verbally) the voting of each EC member. The EC voting record will remain sealed unless ordered open by the Commander, STARFLEET.

IV. Appeals in the Event of a Failure or Refusal to Approve Promotions:

Except as set forth in section B below, the following procedures for filing an appeal will be used.

a> To appeal a denial of promotion, a formal letter or email, sent to the Promotions Director, requesting the decision be appealed will be written by either the nominee or the nominator. It should contain another promotion request and any additional information or documentation they feel would show just cause for the denial being in error. If any further endorsements are desired, they should be collected before the appeal is sent off and included in the new promotion request

All appeals must be filed within 30 days following the notification of promotion denial sent by the Promotions Director

All appeals shall contain the following:

The current rank of the Applicant and his or her length of time in that rank

All information necessary to identify the Applicant in the membership rolls of STARFLEET, including but not limited to his or her full name, address, and SCC Number

The reasons why the Applicant should be promoted in rank, as well as any documentation necessary to show just cause for reversing the decision.

The appeal will be forwarded to the STARFLEET Promotions Director who will then forward the appeal to the EC for final disposition.

The nominee will receive notification of the receipt of an appeal. This may be in the form of letter, or email

The nominee will receive additional notification of the outcome of the appeal. All appeals are considered final and

will carry the same weight as the original decision

Should the appeal be denied, the nominee must wait six (6) months before they are eligible to be submitted again.