STARBASE PERIODIC ACTIVITY REPORT (SPAR II)

**(REVISED FOR USE 7-1-2020)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Earth Date:** |  | **Commanding Officer:**  **Email:** |  |
| **Reporting Period:** |  | **First Officer:**  **Email:** |  |
| **Starbase Number:** |  | **Number of Crew on SB:** |  |

**PERSONNEL AND RECORDS**

|  |  |
| --- | --- |
| **Promotions Granted:** |  |
| **Email or Address Changes:** |  |

**STARBASE REGIONAL ACTIVITIES**

|  |  |
| --- | --- |
| **Meetings, Events, etc.** |  |
| **Names of SFC Crew or Ships Participating** |  |
| **Recruiting Activities:** |  |

**STARBASE COMMANDER’S ACTIVITIES**

|  |  |
| --- | --- |
| **Meetings/Contacts:** |  |
| **Names of SFC Members Involved:** |  |

**STARBASE CREW ACTIVITIES**

|  |  |
| --- | --- |
| **Starbase Crew Activities:** | **(Crewman’s Name & Activity)** |
| **Recruiting or Social Media:** | **(Crewman’s Name & Activity)** |
| **Charity or Community Events:** | **(Crewman’s Name & Activity)** |
| **Fleet Sponsored Activities:** | **(Crewman’s Name & Activity)** |

**FLEET SPONSORED ACTIVITIES**

|  |  |
| --- | --- |
| **Regional/Fleet Event/Meeting** | **(Member’s Name & Event)** |
| **Regional/Fleet Activity** | **(Member’s Name & Event)** |
| **Academy Exams Completed:** | **(Crewman’s Name & EXAM)** |

**STARBASE CREW PICTURES**

|  |
| --- |
| **USE THIS SECTION FOR PHOTOS OF MEETINGS, AWAY MISSIONS, ETC. PLEASE LABEL WITH TIME, PLACE, AND IDENTIFYING CAPTION.** |
|  |
| **STARBASE COMMANDER COMMENTS/RECOMMENDATIONS** |

|  |  |
| --- | --- |
| **Starbase Commander’s signature:** |  |

**REPORTING UNITS**

|  |
| --- |
| **Ships Reporting on Time:**  **Ships Reporting Late:**  **Ships Not Reporting:**  **Ships Listed as Inactive:** |

**SHIP/CHAPTER POINTS**

|  |
| --- |
| **OT = ON TIME= (3) L+ =LATE= (2) L- = PAST DUE= (1) NR = NO REPORT= (0)** |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Ship Name**  (enter date SPAR-I is received; example below)  **•** 01OCT19  **•** 16NOV19 | |  |  | | --- | --- | | **Ship Activities:** | N/A | | **Away Missions/ Public Events:** | n/a | | **Recruiting & Social Media** | n/a | | **Charity / Community Activities** | n/a | | **Fleet Sponsored Activities** | n/a | | **Promotions:** | n/a | | **Participating Crew:** | n/a | | **Commander’s Comments**  **/Recommendations** | n/a | |
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