

SOUTHERN FEDERATION of MODEL ENGINEERING SOCIETIES

Formed from the Federation established in 1970 by Model Engineers for Model Engineers
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Southern Federation Rally Cambridge 8 Sept Polly Young Engineer nominations to think about!



And in this issue

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**Bridges and Cranes
Let the grass grow tall
Marine Challenges**

**Boiler seminars
More Drain Cocks
GDPR (a bit more)**

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Views and comments expressed in this publication are not necessarily those of the Southern Federation of Model Engineering Societies

EDITORIAL

I normally write a little here at the end of putting the newsletter together. I look at this issue last year and try not to repeat the platitudes about the summer!

Glad to say that we can focus on the Annual (now) Southern Federation Rally to be hosted by Cambridge. This sounds like fun and a challenge. First of all it is a ground level track (yes, they have some GL trolleys for us) and it is a tri-gauge track for some of the way. I wonder what a 3 1/2 " loco will feel like with a 7 1/4 " breathing down its neck. David and Goliath one presumes. But look at the track plan and there is lots of way to go here.

Yes, the calendar does come around remorsefully but now for an enjoyable event, that is to recognise the developing young engineer. The Polly Engineering prize for which we are grateful to Jayne and Andy Clarke enthusiasm and kindness will be awarded at the next AGM and it is time to think about the young engineer you wish to put forward.

I do not think I would get much of an argument if I suggested that model engineering is dominated by the railway genre. We can change that in the next issue.

I had the chance to go to the Seaworks exhibition in Southampton and was taken by the variety of work boats, apparatus boats, peculiar boats and variety of many peculiar things that float today. They do of course reflect the changing world.

In the next issue then, we hope to devote much more space to a wide range of ideas for the marine genre. I was interested that when explaining my purpose behind collecting exhibitors literature, some of them offered us detailed drawings, line diagrams, dimensions and what resources we would seem to want. The next issue will show some of this and let's hope it is of interest.

In the meantime, keep cool!

David Goyder, Newsletter Editor

CHAIRMAN'S CHAT

I am sure a lot of folk will have asked the question, what is model engineering? To me, it is a very broad church, unlike some hobbies that are centered around a single activity. I am sure most of us will know folk whose interest may be tool making, scale locos and railways in general, boats, traction engines, aircraft models, 3D printing, ornamental wood turning, designing using CAD, the list goes on, but all under the general heading of model engineering. Most clubs have a core of members who concentrate on one activity. However for a club to thrive it does no harm not to allow this core activity to override the model engineering interests of minority groups or even individuals but to look at these non core activities as a means of broadening everyone's horizons.

Many model engineers also use their skills elsewhere, notably in the field of heritage restoration, whether it

be of old tractors, windmills, railway carriages, motor vehicles and much more.

So, what am I trying to say, I think it is that clubs and their members need to maintain an open mind on model engineering activities that may not be construed as mainstream and thus possibly learn from them. There is an old saying that you can not teach an old dog new tricks, but I am not so sure. I feel that a model engineer, no matter what age, can learn new "tricks".

Enjoy your model engineering, in whatever field it is. Remember it is a hobby and thus should be FUN!

Bob Polley Chairman

Southern Federation of Model Engineering Societies

Please, please, please, keep your emails up to date!

Every quarter when we send an email message to the 'prime contacts' of member societies telling them that the newsletter is available, we get back about a dozen "Undelivered Mail Returned to Sender" and we are told further "johndoe@something.com; Host or domain name not found."

It is pretty easy to track these people down and so we spend an evening or two calling these people to ask them to update their email address. Some tell us they do not know how to do it so we do it for them and

incidentally have a nice chat. Others just are not there so we send a letter by the snail post and that usually gets it changed.

You can update this information yourself and that would make our lives a little easier and save my phone bill!!!

If you have problems accessing or changing data then please contact the webmaster by using the "Need any Help?" home page or contact membershipsecretary@sfmes.co.uk and we will do our best to help".

Bridges and Cranes

Recently I was looking out of the rear of a train as we approached New York's Penn station and saw this magnificent curved structure which was taking us through northern Queens. Those pillars support the railway between 'Little Hell Gate' an inverted bowstring truss with four 300 foot spans and the Hell Gate Bridge over the East River.



Soon we crossed this massive structure and as the Americans say, it was awesome. Just the sheer size and complexity of the steel work was a wonder but then to be in a train going over the East River made it just a little more exciting. Not the every day experience.

On reflecting on this experience, I wondered if anyone had thought of making a model of this and as one's mind wanders and wonders, I recalled that I had thought of making a model of an impressive floating crane that could be found in Southampton harbour.

Pretty soon I was joining up these two wonderful structures in my mind and mused that they were obviously planned, designed and built by engineers. Why is it then that model engineers seem not to model such beautiful products of mankind?

There is of course one exception to my claim of 'never' as we saw at last year's Doncaster exhibition where York member Richard Gibbon, OBE showed us his Booth-Rodley 5 ton crane with a Priestman Mechanical Grab.

And of course just to show there an exception to every rule Lionel brought out a model for the American O gauge enthusiast.



Bridges and Cranes, (cont'd)

In passing the observation about the lack of bridge or crane models by various friends and acquaintances, the usual responses are the lack of drawings and 'words and music' LBSC style, they are 'static', or they just don't turn me on!

One has to agree that they do not hiss and puff, they do not cover you with soot, they will breakdown a lot less and one cannot sit on them for a ride. So perhaps that is why the dominant expression of model engineering is through railway locomotives and rolling stock and why the other potential forms of model engineering are sometimes swept aside.

Not forgetting the marine side of course where there is no doubt a continuing need for maintenance and repair (hopefully not through collisions). Perhaps we must accept the obvious!

But this little mental excursion has thrown up some interesting facts about our bridge and crane that we think are worth sharing.

The line over Hell Gate Bridges is the northeast corridor between New York and Boston used historically by the Pennsylvania and New Haven railroads. Today it is Amtrak's.

The first bridge is the inverted bowstring truss with four 300 foot spans. The line is carried on pillars through a 90 curve to the main bridge itself.

The main bridge is known as the Hell Gate Bridge. It is a through arch bridge, also known as a half-through arch bridge or a through-type arch bridge. The base of the arch structure is below the deck but the top rises above it. Thus, the deck is within the arch, and cables or beams in tension suspend the central part of the deck from the arch.

The length is 1,017-foot (310 m) and this bridge built in 1917 was the example where both the Tyne Bridge and the Sydney Harbour Bridge derived their designs. The Sydney Harbour bridge is about 60% larger.

(Thanks to Wikipedia)



Photo Terry Robinson

Southampton's floating crane is, alas, retired. She is known as HLV Canute and has a 200 ton lifting capacity. It is very difficult to find any information about her so perhaps this is a good place to conclude our musings about why model engineers avoid bridges and cranes!

Southern Federation Rally 2018 Saturday 8th September

The Cambridge & District Model Engineering Society Ltd

The Cambridge & District Model Engineering Society Ltd have their miniature railway on the western side of Cambridge in the Newnham district. They are behind Cambridge Rugby Club's ground and access is via Fulbrooke Road. The will be site is signposted from Barton Road. At the end of Fulbrooke Road there will be yellow sign pointing you in the correct direction.

The address is:

Fulbrooke Road
Cambridge
CB3 9EE

The following maps might help



About the Society

For the origins of the Society, we have to go back over seventy five years as it was formed in 1938 when there were fifteen people in the Cambridge area that had a common interest in Model Engineering and they eventually formed the nucleus of the Society.

Meetings in those early days were held in the Old Railway Band Room, off Argyle Street, and the Society continued on a small but active scale until 1939 when, at the outbreak of World War II, it was disbanded for the duration. However, Society activities were kept alive by several members who, despite the troubled times, still managed to run their model locomotives at local events to raise money for charities.

After the war, there was renewed interest in creative hobbies. The Society gradually expanded in numbers and the late Alderman H C Banham was elected as the first President in 1948. An exhibition was organised and it was such a success that £150 (a lot of money in those days) was

added to the Society's funds.

The Society flourished because of the President's guidance and the original members' experience and soon the cry went up for a meeting place and workshop facility. Thanks to the generosity of the local Education Authority, the Headmaster of Chesterton School made available the metal workshop on one or two evenings a week. This was acceptable but not very convenient and to obtain our own premises was the next goal. This was not so long in coming and in 1950, the Society acquired premises in Union Road. They were rather dilapidated but with enthusiasm and vigour, the place was knocked into shape to become the first Headquarters.

At this time, the President made available, 'rent free' a piece of land on which to build a continuous track. This was at Cam Road, Chesterton. An immense amount of time and effort was put into building the original track there. This experience was put to good use when the track at the present site at Newnham was built eight years later.

In January 1958, whilst planning an exhibition to be staged in the University Examination hall, we started negotiations for the piece of land at Newnham on which our present Headquarters and track are situated. Immediately the exhibition finished at the end of March 1958, attention was centred on the development of the site.

A few members designed the clubhouse as a joint effort, planning permission was obtained and work started on the two acre site that had been lying uncultivated for several years. By the spring of 1959, the track was completed, the clubhouse erected and on June 20th that year, Sir Vivian Fuchs officially opened the site.

After more than 20 years of use, the elevated track became due for extensive repair and it was decided to replace it with a more ambitious ground level track. This multi-gauge (7 $\frac{1}{4}$ in, 5in and 3 $\frac{1}{2}$ in) ground level railway track, approximately oval in plan and with a station avoiding loop, gives a continuous run of about a quarter of a mile. Steaming bays, access to which is gained via branch sections and turntables, allow easy preparation and servicing of locomotives. A footbridge, level crossing for vehicles, station and signals complete the railway scene. A second dual-gauge (5in and 3 $\frac{1}{2}$ in) line is constructed on raised steel piers and runs along the southern boundary of the site to provide an out-and-back ride.

In 1995, a new section was opened, this being devoted to 16 mm scale, 32 mm gauge garden railways. Over the next two years, a railway was built which is laid out in a garden setting, on one side of the site. The engines that run on this track may be steamed using butane gas, meths or coal. Battery powered locomotives are also used.

On the 16th May 1992, the original Clubhouse and Workshop, together with their contents, were destroyed by fire. The whole of the following year was filled with raising funds and reconstruction work. The Club now owns a substantial Clubhouse made of blockwork with timber cladding. This provides a better and much more comfortable

Southern Federation Rally 2018 Saturday 8th September

The Cambridge & District Model Engineering Society Ltd

accommodation than previously. The secondary timber building, which was formerly a store and was used as a temporary Clubhouse during the reconstruction, has now become the new workshop and fitting it out and the acquisition of suitable machinery proceeds as time and funds permit.

The Present Day

On the second Sunday of each summer month, April to October, the track is open to the public to inspect and ride upon these miniature trains. Car parking facilities are available on site and light refreshments are obtainable.

Steam railway locomotives and train rides are perhaps the active aspects of our work that people most often see, but the interests of our members cover the whole range of Model Engineering - traction engines, clocks, marine engines, mill engines - in fact whatever can be modelled in working or static form.

On 31st December 2016 activities of CMES were novated to Cambridge & District Model Engineering Society Ltd.

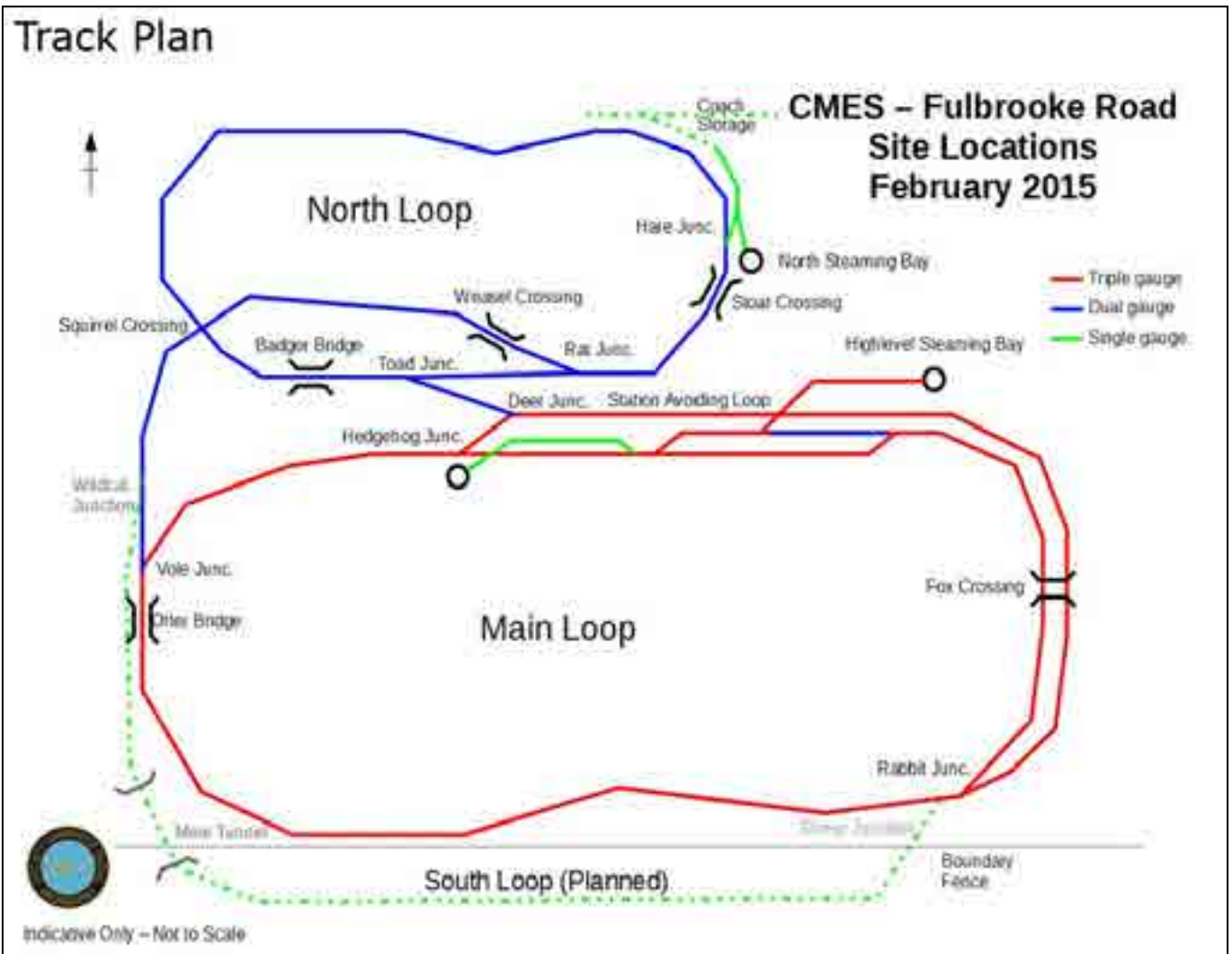
The main line circuit caters for 7 1/4" and 5" gauges, and extends to one kilometre in length. It is mainly laid

with steel rail on recycled plastic sleepers. Part of the layout also caters for 3 1/2" gauge. There are two off-loading and steaming areas, both with hydraulic lifting tables and line-up systems, making it easy to unload from estate cars, trailers or vans.

Each area has a number of steaming bays, and supplies of 12 v DC and 24 v DC power, and soft rain water is available at each.

A small boating pond will be set up for the rally and all types of model, railway locomotives, rolling stock, traction engines, boats, aeroplanes, stationary engines or whatever, will be most welcome. Show models will be exhibited in a marquee, and prizes will be awarded for various categories.

With thanks to Tim Coles for words.



The Cambridge & District Model Engineering Society Ltd



On the left maybe Fox Crossing and on the right Squirrel Crossing. Below panoramic view of the Cambridge sylvian site.



The Advantages of Letting Grass Grow Tall

One effect of leaving grass to grow tall is that it allows the grass and other plants such as plantain to set seed and provide food for birds including sparrows and finches.

Insects also benefit from tall grass and varieties of butterfly in their larval stage (caterpillar) feed on grass including Meadow Brown, Gatekeeper, Ringlet, Speckled Wood and Skippers. Tall grasses also provide an ideal environment for spiders, grasshoppers and beetles. The myriad of invertebrates provides a food source for birds an example are the caterpillars in tall grass which provide food for blue tits feeding their newly hatched chicks that can eat 10,000 moth caterpillars before they leave the nest.

It is not unusual to see damselflies and dragonflies flying over tall grass areas hunting for small insects and spiders. Martins, swallows and swifts take advantage of the increased number of flying insects produced when grass is allowed to grow tall.

Tall grass provides damp cover for amphibians such as frogs, toads, and newts and supplies them with the invertebrates that they feed on. Larger mammals may also use tall grass for cover including hedgehogs, foxes and deer. In some areas you might even find harvest mice nesting in tall grass.

Letting grass grow tall is a management strategy and benefits from an annual cut of the grass in the autumn. If a greater biodiversity is the aim, removal of the cut grass decreases the fertility of the soil and encourages more delicate plants including flowering meadow plants and orchids.

We are planning to change the management of specific areas of grassland within Hamble, allowing the grass to grow.

The areas that will be affected are Barnaby's Field



which is the field directly behind the cemetery, the sloping section at the bottom of College Playing Field and a strip running alongside the Rail Trail between Baron Road and Hamble Lane.

Stephen Uden -Hamble Grounds Team

Seminars for Boiler Inspectors

For the past three years, there has been a Boiler Inspectors Seminar in the spring and autumn.

Jointly organised and sponsored by Southern Federation of Model Engineering Societies and Northern Association of Model Engineers (NAME) the seminars have visited many locations and 400+ boiler inspectors and would-be boiler inspectors have benefited from the opportunity.

The 2018 Spring seminar at Peterborough was fully booked and a great success.

The new Boiler Test Code will continue no doubt to be discussed now that it is released. The basic principles of boiler examination and testing will not have changed but there are bound to be some new do's and

don'ts tucked away somewhere!

Next seminar will be in the autumn at Sheffield on 17th November. Those who are interested should contact Peter Squire. He can be contacted by email secretary@sfmes.co.uk, or phone 01327-342167.

Future locations are influenced by delegate interest so it would be wise to indicate your intended interest to Peter in due course.

In equal importance to the location is to find a club with sufficient premises and a desire to host the seminar, possibly in the north west in 2019.

Peter Squire

Secretary and Boiler Seminars

Boiler Test Code - Update

New Boiler Test Code

The issue of the new Test code has, understandably, resulted in a number of comments from Inspectors. The changes to the Code were mostly about relatively minor clarifications of previous problems and ambiguities. However, the new code has introduced a small number of substantive changes, some of which are causing some serious consternation.

The MELG is currently collating a list of objections, com-

ments and remaining ambiguities, and the responses. At the present time, it is only a month or two since the new Code came into effect and too early to produce a comprehensive list as further comments might be received. Hopefully, a list of comments and responses will be available for the next issue of the Newsletter.

Bob Walker

Southern Federation Safety Officer

Challenges for the Marine side of the hobby



OSV Relume

Relume was commissioned in the Netherlands in 2004 and entered service initially as a light tender serving the maritime community in the Middle East. The ship quickly gained an enviable reputation as a combined offshore support / multi-role OSV. In 2006 she relocated to the North Sea area and has since been continuously employed on both short and long term contracts in the oil and gas industry and also the emerging renewables sector.

In 2015 Relume underwent a machinery and accommodation upgrade to ensure her continued competitiveness in the modern DP market. With excellent position-keeping ability, improved client facilities, increased accommodation, an AHC knuckle boom crane and enhanced deck power arrangements, Relume will be better able to meet clients' requirements and continue to provide a safe and efficient operational platform

With thanks to red 7 marine

Automatic Drain Cocks by Bob Thomas

In our previous newsletter, Peter Squire contributed a very useful article on steam operated drain cocks. A short while later the following article passed my desk so we thought it might be an interesting contrast.

Several 2 1/2" gauge enthusiasts have enquired about the automatic cylinder drain cocks installed on my Baltimore & Ohio 4-6-0, but until recently I have been reluctant to describe them in detail due to insufficient experience at the track, with them. Now, after a year in service, they seem to have performed well enough to justify this description.

The cylinders of my engine have the typical LBSC proportions of 13/16 bore and 1 1/8" stroke, with 3/8" rustless steel valve bobbins in drawn bronze liners. The cylinders are cast gun metal without lagging, so condensation could hardly be worse, yet the cylinder cocks have proven able to clear condensate upon starting while remaining steam-tight in running.

I do not know who the originator of the basic design is; it came to me from Bill Van Brocklin by way of my father, who has successfully fitted them to several 1" scale locomotives. At first glance these cocks might be expected to operate like a snifting valve, simply closing upon initial application of pressure, preventing exit of water. In practice however, there seems to

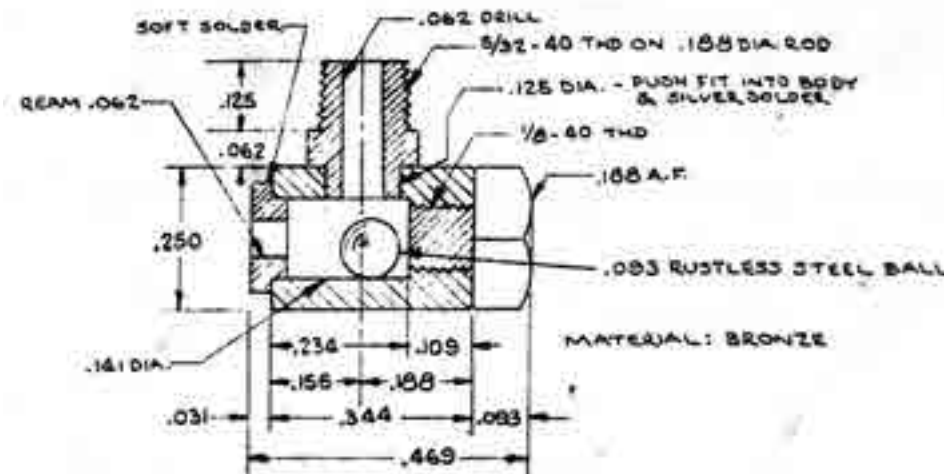
be sufficient turbulence within the valve chamber to bounce the ball around, preventing it from seating permanently until the water is cleared, the comparatively small ball in a large diameter, long, horizontal chamber enhances the effect of this turbulence.

I cannot admit to having ever suddenly opening the regulator and starting out at a gallop immediately after raising steam - that would be foolish even with manually operated drain cocks - but by allowing the drivers to turn over slowly for a few revolutions, initial condensation is relieved, and from then on whenever the regulator is opened after a stand, the drain cocks can be heard to go "pff-frt", emitting a light spray and are thereafter silent and tightly closed.

Despite my enthusiasm, a vestige of doubt inevitably lingers, as it does with any "automatic" device. Still, these cylinder cocks can be recommended where an unobtrusive fitting without complicated mechanical linkage is required and where reasonable care in operation is exercised.

CONSTRUCTION TIPS

These fittings present somewhat of a machining problem because of their small size. I have found that the best procedure is to make certain parts one at a time, initially using full lengths of stock to facilitate handling; the partially fabricated part is then cut off, and assembly completed. The sequence of operations listed below was used in making my cylinder drain cocks.



Chuck a length of 1/4" dia. bronze rod and face end for drain cock body.

Remove rod from chuck. Drill a 1/8" dia. hole E" deep in side of rod using a fixture to accurately position hole. Temporarily leave rod full length; do not cut off body at this time.

Chuck a length of 3/16" dia. bronze rod and turn down end for 5/32" x 40 tpi thread. Drill 1/16" dia. hole 3/8" deep. Cut off about 5/16" from end and turn 1/8" dia. spigot for push fit into side of body.

Push bush (step 3) into body and silver solder.

Once again chuck length of 1/4" dia rod. Drill 0.093" dia. about 1/2" deep. Tap six threads using 1/8" x 40 tpi tap.

Cut off 1/2" (full) from end of rod. Reverse in chuck and turn length to 0.343".

Drill 0.141" dia. hole 0.234" deep. Remove from chuck and run 1/8" x 40 tpi tap through previously started threads at end of body.

Repeat for required quantity of drain cock body

Automatic Drain Cocks Construction Tips (cont'd)

assemblies.

Make plug from $\frac{3}{16}$ " AF hex rod. Thread $\frac{1}{8} \times 40$ tpi 0.109" long, allowing relief at shoulder to permit drawing up plug tightly in body.

Turn valve seat from $\frac{3}{16}$ " dia. rod. Drill and ream $\frac{1}{16}$ " dia. hole, then biff valve seat with $\frac{3}{32}$ " dia rustless steel ball.

Push valve seat into body and soft solder. To avoid applying excess solder, first hammer solder to about $\frac{1}{64}$ " thickness, then snip off a very small piece and apply to heated and fluxed body/seat assembly.

Lap seat with $\frac{3}{32}$ " dia. ball, using scouring powder for lapping compound. The lap is made with the ball epoxied to the end of a short length of rod or tube. Twirl tube between fingers as ball is pressed against valve seat.

Thoroughly clean drain cock, drop in a new rustless steel ball, then screw in and tighten plug.

Try each drain cock individually in cylinder. If necessary, run $\frac{5}{32} \times 40$ die over bush to extend threads so that drain cock screws into cylinder tightly and with proper orientation.

General Data Protection Regulations (GDPR) Did you know?

You must perform an information audit

No matter how trivial your records are, without an information audit you have no lawfully acceptable means of declaring that that is so.

You must monitor for data breaches and report them to the ICO within 72 hours

Loss of a memory stick or someone taking an email address list to their home computer without the sanction of the Data Protection Compliance Leader are examples of breaches that need to be reported. Leaving a folder with club membership details on a table in the clubhouse unsupervised would be regarded as a breach. Publishing personal information on a website without consent would be a breach. Passing data about a person to another organisation without consent might be a breach but not in all cases.

Casual say so is not good enough - you have to have it documented

Penalties on Societies can be 2% of annual turnover

A society that has chosen not to do anything about Data Protection will likely be found guilty on several counts, each possibly at 2%

Individuals including ordinary members not involved in normal society administration can be fined and imprisoned if they breach the data protection policies of the society. Pleas that they did not know this will rest on if the club promulgated its policies adequately, and if not then the Society will also have had a failed to comply with the law

You have to respond in full to an information request

within one month

This includes all the data on members' private computers that is held for society purposes

That the people were on holiday at the time of the request is not an excuse.

Failure to assure the true identity of someone making an access request is a sin.

You must verify and keep record of your verification of a person's identity if they ask to see data; and they cannot do so as proxy for someone else unless there is a lawful basis for this again which you have verified and recorded. Their simple say so is not good enough.

Your timescales for responding to a data access request do not start until the person has supplied adequate verification

You do not have to disclose everything in response to a data access request

Anything that is privileged information in the legal sense is excluded. Anything that is unreasonably difficult to extract (in the eyes of the law rather than of your opinion) is excluded.

Information that you require to keep private such as people's activities on computer systems required so you can try to prevent unlawful access to data may be excluded provided it is not also used as part of the normal data processing related to the data subject.

You must redact or otherwise remove data about other people

You cannot include personal information about other people say because it is in a spreadsheet about a group of members.

General Data Protection Regulations (GDPR) Member Society Check List

Applies To

All Affiliated Societies of the Federation regardless of size

Synopsis

Provide an abridged summary of steps to take and outline of the process of using the questionnaire to help with those tasks.

A small society with under 10 volunteers should not be spending more than 4 hours in total on these tasks. Very large societies with complex affairs may need to spend more than 100 hours or more.

- decide who is going to be responsible for Data Protection
- ask your committee to approve the appointment and choose the job title
- perform an information audit of systems where personal data is held
 - club computer facilities
 - club day to day physical records
 - club archives
 - officer and manager computer facilities
 - officer and manager day to day records
 - office and manager club archives
 - previous incumbent's data
- identify the data you share with others, and in which country their computer or records systems reside
 - privileged sharing with regulatory bodies, government departments including police, solicitors, auditors
 - legitimate interest where to share data with others in order to perform your functions as a society
 - data requiring consent (we recommend strongly that you do not share data in this category)
- if you conduct business (including website or email service provision) involving transfer of data outside the EU, you must get written contractual agreement to comply with the UK law or move to another supplier
- determine the processing you need to perform (e.g., membership, health and safety, marketing (avoid if possible))
- determine how long you need to keep data after it is last used - examples
 - 1 year for credit card sales
 - 100 years for boiler certificates
 - 8 years for finance
 - 2 years for critical computer operational logs
 - 3 months for short term computer operational logs
 - company statutory register of members must be kept forever
- determine if you need to register with the ICO - most societies should aim to ensure that their affairs do not require them to register
 - if you hold more data than is your **legitimate interest** either
- destroy it and record that you have done so
- obtain **consent** for you to keep it if there is no prior consent, the consent was not properly presented (e.g. opt out box), or the consent was not recorded properly at the time
- if you hold the data in several different systems, decide how you will keep them in synch
- assess your security arrangement for data in all locations identified by the audit
- decide the tools you need to extract data to comply with information requests (noting that you must support electronic response for all data)
- if there is request for you to remove or amend data, you must determine how that will be done assuredly across all your system **if you assess the request as being lawfully enforceable**

GDPR Member Society Check List

- establish how you will verify the true identity of someone requesting data access, track requests and record what responses you gave
- establish your policy documents for how you manage personal data and what you advise people as to your use of their data
- establish your procedures for
 - controlling the obtaining personal data records and synchronisation of that data across systems - your own and others
 - the removal of data once no longer required for lawful purpose
 - handling request for disclosure
- monitor and review on a regular basis (e.g. annually) and ensure the review is approved and documented by your committee

GDPR Member Society Questionnaire Overview

Applies To

All Affiliated Societies of the Federation regardless of size

Synopsis

Introduces the SFMES questionnaire and outlines how you can use it. You should have an initial position within about 15 minutes.

The questionnaire is one means of generating your basic documents. Societies are different and the needs are varied. So you will still need to consider the results you get from the reports generated by the questionnaire as your starter for 10. The larger the society and the more complex its affairs leads to greater need for customisation.

Starting by reference to the results of your information audit, the questionnaire produces:

- Your policy statement
- Your public declaration advising people about the data you handle
- an action plan to progress next steps

According to your log on details we hold, you will be able to work on the questionnaire private to those members of your Society that may log on. We will not share your answers with anyone, but SFMES managers may view your answers for systems support and when you ask for assistance

You have the ability make comment on the sections

and these comments are shared with all other people using the questionnaire.

As you respond to the questionnaire, further questions related to your answers will appear. When you have answered all questions the system decides are relevant for you, you can view and export the outputs generated, or just print them directly.

You, and others from your society who can log on, can come back again later and make further changes. In particular you can elect to edit any part of the generated result so it matches the needs of your Society.

Eventually you can confirm a version as approved - thereafter if you continue to make changes the changes will be marked against a new version number.

You may leave the results on the system for ever or delete them at your convenience. If you leave the answers and customisations on the system, please ensure that details are kept up to date. The questionnaire results will be deleted automatically after your society ceases its affiliation with the Federation.

The questionnaire is implemented by an application called **Document Realiser**. The SFMES has provided a document definition within that facility to create the questionnaire and generate the outputs required.



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**Have you a young member
in your Club or Society
eligible for the**

**SOUTHERN FEDERATION
TROPHY &
POLLY MODEL ENGINEERING
PRIZE?**

The Nominee shall be no more than 24 years of age at the date of nomination.

Nomination shall be made by a Club or Society affiliated to the Southern Federation of Model Engineering Societies and the Nominee shall be an active member of that Club or Society.

The Nominee shall have demonstrated the acquisition of skills in the use of appropriate materials and metalworking hand tools and / or machinery / equipment by producing a model, other mechanical item or piece of workshop tooling associated with the hobby of model engineering, complete or part built, constructed using metalworking hand tools or equipment normally found in the home, school, Club or Society workshop.

Supervisory input and items built as apprentice pieces in a training environment are acceptable. The work shall be the nominee's own but normally acceptable commercial fittings, fixings, fastenings or other components may be used.

Visit www.sfmes.co.uk for further information and an entry form

Marine Model Engineer - A project!



There was a day when every little boy with a maritime interest would watch a sleek little steam boat with a long funnel and a big hook puff around a sea port. The funnel would belch black smoke, the water at the stern would bubble and froth.

It would have a mellow whistle on the front of the funnel and it would busy itself with sorting out unwieldy ships bringing and taking cargo to and fro from our shores.

Now they are green things and we don't really know which way they go!!!!

But a modern modellers dream.

INSURANCE FOR CLUBS SOCIETIES & INDIVIDUALS

Club & Society Public Liability automatically includes all members anywhere in UK or Europe without extra charge

Road Traffic Act insurance for miniature road vehicles
Models & Home Workshops, Road Trailers, Portable Track,
Personal Accident, Directors & Officers
Boiler Testers Professional Indemnity
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