



27/02/2006
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Department:
Environmental Affairs and Tourism
REPUBLIC OF SOUTH AFRICA

Directorate: Antarctica and Islands
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CHIEF DIRECTOR: MARINE AND COASTAL MANAGEMENT
SHIP'S OPERATIONS MANAGER
PARTICIPATING GROUP LEADERS

**SAILING INSTRUCTIONS: MV SA AGULHAS: MARION ISLAND
VOYAGE 128: 2 MARCH - 11 MAY 2006**

1. The *mv S.A. Agulhas* will depart from Cape Town harbour on 2 March 2006 at 14:00 on the first leg of the 2006 construction voyage to Marion Island.
2. The voyage schedule (Annexure A), passenger list (Annexure B) and cabin allocations (Annexure C) are attached for your further attention.

3. **TRAVEL DOCUMENTS**

All persons accompanying the voyage must be in possession of valid passport and residence or visitor's permits where applicable. The afore-mentioned documents must be handed to the ship's Catering Officer (Purser) at least 24 hours prior to departure. Persons not complying with this request will be responsible for arranging their own customs and immigration clearance. All passport details are to be forwarded to Mr Sam Oosthuizen at our Cape Town office before 20 February 2006 to arrange for immigration clearance. The ship will not be delayed for these purposes.

4. **GENERAL**

There are various rules and regulations pertaining to the code of conduct on board the *mv S.A. Agulhas* and base stations. These are explained in the attached document (Annexure G) "Organisation of Operations and Conduct of Participants in the South African Antarctic Programme".

Additional points to be noted are:

- (a) Alcohol may not be taken aboard for the duration of the voyage. There will be a bar facility on board the ship. No credit on the bar facility will be allowed. All outstanding canteen, bar and radio accounts must be paid to the Catering Officer before leaving the ship at the end of the voyage (no credit card facility available, only cash or bank guaranteed cheque). No credit card facilities are available, therefore only cash or cheque payments.
- (b) The dress code for breakfast and lunch is casual (e.g. tracksuit pants, neat T-shirt and running shoes "takkies") and evening meals on board the mv S.A. Agulhas is smart casual. Individuals not adhering to this code may be asked to leave the dining room. Alternative meal schedules and eating places on the ship are to be arranged well in advance by the DCO, if the work programme is such that adherence to normal times and places is not possible.
- (c) Domestic facilities and accommodation at the base station are limited. Those staying at the Bases should anticipate a degree of discomfort and/or inconvenience. Nobody will be allowed, on board the ship and/or at the base station, to change accommodation as allocated without the approval of the DCO of the voyage.
- (d) All persons will be expected to assist with domestic chores on board the ship and at the base station as required by the DCO.
- (e) All ship and station-based persons will be expected to assist with all logistical work as decided by the DCO. This will include ship to shore off loading, unpacking of DEAT containers and any other logistics as decided by the DCO. Leave of absence from this activity, for bona fide reasons, may only be negotiated with the DCO on condition that the responsible Group Leader also gives approval for such leave. For obvious reasons, the more hands available both ashore and on the ship to assist with logistics, the sooner it will be completed.
- (f) Nobody is allowed to approach the Group Leader of the CHC to arrange a "flip" in the helicopter(s). The only person to task and approve any flights and/or accompanying passengers for the duration of the voyage will be the DCO of the voyage.
- (g) Medical assistance is available. However, persons suffering known ailments are to ensure that they take adequate medication for the full duration of the relief voyage. Chronic medication will not be provided.

(h) It is all Group Leaders responsibility to ensure that:

- all participants are medically fit and medical results has been handed to Mr Sam Oosthuizen prior to the departure of the ship;
- all participants passport details has been forwarded to Mr Sam Oosthuizen before 20 February 2005;
- all participants passports has been handed to the Purser of the ship 24 hours before departure;
- all cargo has been cleared by customs;
- all participants are on board the ship one hour before departure time.

DIRECTOR: ANTARCTICA AND ISLANDS

DATE:

**VOYAGE SCHEDULE
SA AGULHAS ~ MARCH 2006**

PRE-DEPARTURE

23 February -1 March 2006	Load construction cargo	4 days
25/6 February 2006	Ship's fuel	
To be confirmed	Jet A1 bunker fuel	
	Issuing of protective clothing	
CHC to confirm	Helicopter onboard (B212)	1 Day
2 March 2006	Departure for Marion Island at 14h00 (Gang way will be lifted at 13h45)	ETD Cape Town (Quay 500)

VOYAGE 123 ? 128 ✓

DEPARTURE	ARRIVAL	ACTION	DURATION
2 March 2006 (Quay 500 - Cape Town)	7 March 2006 (Marion Island)	Voyage to Marion Island	5 Days
Voyage summary 7 March - 6 May 2006 ?	Ship will depart Marion on approx 16 March for Cape Town, arriving on approx 20 March, and depart Cape Town again on 6 April to be at Marion on 11 April for the relief period ?	<ul style="list-style-type: none"> ➤ Discharge personnel and cargo ➤ Back-load cargo and passengers 	<p>9 Days</p> <p>2 Days</p>
Approx 6 May 2006 ETD Marion Island ?	Approx 11 May 2006 ETA Cape Town Harbour (Quay 500) ?	> Voyage to Cape Town	5 Days

NOTE

- Dates and times are subject to change.
- Construction participants to be issued with protective clothing from NDPW Customs House (Mr Giel Louw tel no 021-4022045)
- All other participants (SAWS, scientists, universities etc.) to be issued with protective clothing from DEAT's Paardeneiland store (Shiraan Watson tel no 021-5119072)

**PASSENGER LIST VOYAGE 128 – 2 MARCH 2006
CAPE TOWN TO MARION ISLAND**

DEPARTMENT OF ENVIRONMENTAL AFFAIRS AND TOURISM

OIC & Project Leader	- Mr J A Dreyer	
Medical doctor	- Dr A N Other	? → J. STRECE?
Chef	- Capt M Crous	
Chef	- Me NP Khumalo	
Kitchen assistant	- Mr R Moses	
WEG magazine	- Mr P Coetzer (to return with ship)	
	- Me S Reinders (to return with ship)	

HELICOPTER SUPPORT (CHC) – to return with ship

Group Leader	- Capt. V R Hilland
	- F/E J Britton
	- Capt M Louw
	- Capt P Costa
	- F/E S Greeff
	- F/M T Roux
	- Mr D Jordaan
	- Mr C Nefdt
	- Mr H Hermans
	- Mr K Zehrt

SOUTH AFRICAN WEATHER SERVICE (to return with ship after offloading has been completed)

Group Leader	- Mr J R van der Merwe
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NATIONAL DEPARTMENT OF PUBLIC WORKS (NDPW)

Construction Manager	- Mr H Smith
Logistics Leader	- Mr G Louw
Building Leader	- Mr A Abrahams
Mechanical Leader	- Mr A Rocha
Mechanical Leader	- Mr D du Toit
	- Mr A Hendricks
	- Mr R Meshilinie
	- Mr G Hendricks
	- Mr J Petersen
	- Mr J Parsons
	- Mr A Rasdien
	- Mr M Mahe
	- Mr A Magwa
	- Mr H van der westhuizen
	- Mr M Porta-Nova
	- Mr E Bizaare
	- Mr M de Jongh
	- Mr W Samsodien
	- Mr N Mentoer
	- Mr J van Niekerk
	- Mr A Titus

NCPW CONSULTANT - ENDECOR
Group Leader

- Mr C Erasmus

NCPW VISITING TEAM (to return with ship after offloading has been completed)
Group Leader

- Mr D Hendrikse

- Mr J Wolfaardt

- Ms J Mangiapali

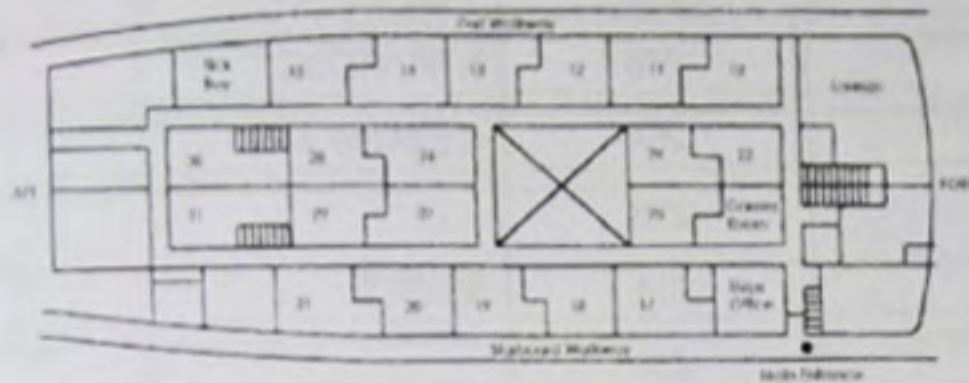
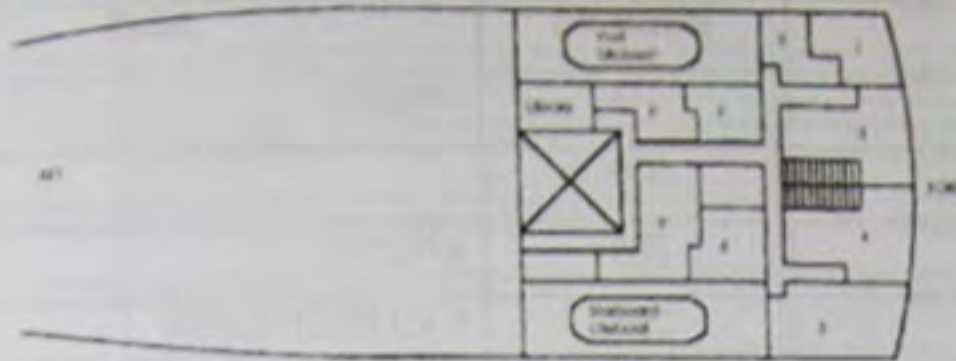
NCPW CONTRACTORS (to return with ship after offloading has been completed)

- Mr G Boonzaaier

- Mr J Boshieko

PASSENGER CABIN ALLOCATION

VOYAGE NUMBER 128 2 March 2006 FROM Cape Town TO: Marion Island



No	NAME	No	NAME	No	NAME	No	NAME	
1	a A ABRAHAMS	10	a A HENDRICKS	17	a K ZEHRT	24	a CONSTRUCTION DOCTOR	
	b		b R MESHILINIE		b D JORDAN		b	
2	a A DREYER		c		c	c	25	a T ROUX
	a J BRITTON		d		d	d		b
3	b S GREEFF	11	a J PETERSEN	18	a C NEFDT	26	a J MANGIAGALLI	
	c		b A RASDIEN		b H HERMANS		b N KHUMALO	
	d		c		c		c	
	d		d		d		d	
4	a A ROCHA	12	a J PARSONS	19	a D HENDRIKSE	27	a	
	b D DU TOIT		b M MAHE		b J WOLFAARDT		b	
	c		c A MAGWA		c		c	
	d		d		d		d	
5	a G LOUW	13	a H VD WESTHUIZEN	20	a G BOONZAAIER	28	a G HENDRICKS	
	b H SMITH		b M PORTA NOVA		b J BOSHELLO		b	
	c		c		c	29	a P COETZER	
	d		d		d		b	
6	a	14	a E BIZARE	21	a M CROUS	30	a J V NIEKERK	
	b DOCTORS CABIN		b W SAMSODIEN		b R MOSES		b A TITUS	
7	a C ERASMUS		c		c		c	c
	a D HILLAND		d		d		d	d
8	b	15	a N MENTOOR	22	a S REINDERS	31	a	
	a M LOUW		b M DE JONGH		b		b	
	b P COSTA		c	PURSERS CABIN			c	
	c		d				d	
d								

BASE ACCOMMODATION

During construction and relief period 2006

SEAVIEW

ROOM NO	NAME	ROOM NO	NAME
32A	D DU TOIT	31A	H SMITH
32B	M PORTA NOVA	31B	
30A	A ABRAHAMS	29A	A ROCHA
30B		29B	H VD WESTHUIZEN
28A	J V NIEKERK	27A	M DE JONGH
28B	J PARSONS	27B	N MENTOOR
26A	E BIZAARE	25A	C ERASMUS
26B	W SAMSODIEN	25B	
24A	N KHUMALO	23A	DOCTOR
24B		23B	
22A	M CROUS		
22B	R MOSES		

SANDTON

ROOM NO	NAME	ROOM NO	NAME
1A	P RADZILANI	2A	P MOKWENA
1B		2B	
3A	P PIETERSE	4A	A PHIRI
3B		4B	
5A	P MAMABOLO	6A	P MAJIEDT
5B		6B	
7A	E PHIRI	8A	J JOUBERT
7B		8B	A JOUBERT
9A	L CLOKIE	10A	N LANKESAR
9B		10B	
11A	T MCINTYRE	12A	I PIETERS
11B		12B	

SQUATTERS

ROOM NO	NAME	ROOM NO	NAME
13A			
13B			
15A		14A	P COETZER
15B		14B	
17A	<i>J BOSHIELI</i>	16A	S REINDERS
17B		16B	
19A	G BOONZAAIER	18A	J MANGIALLI
19B		18B	
21A	<i>D HENDRIKSE</i>	20A	J WOLFAARDT
21B		20B	

E-BASE

IPEKI

1		1	G LOUW
2		2	A DREYER
3			
4			
5			

A HUT

B HUT

1	A MAGWA	1	R MESHILINIE
2	M MAHE	2	G HENDRICKS
	<i>J PETERSEN</i>	3	A RASDIEN
4	A HENDRICKS	4	A TITUS

Names in *italics* – only during March offloading period

SANAP BASE RULES-

(Finalized 20 February 2006)

Annexure F

This document contains all the information that will make your stay at Marion Island a pleasant and enjoyable one. Should you have any suggestions or questions, please do not hesitate to contact the Departmental Officer-in-Charge (OIC) or Team Leader.

MEALS

- We have three meals and two tea/coffee breaks per day.
- All of the meals are served in the dining room.
- Meals will be placed in the dining room for you to help yourself.
- Crockery and eating utensils are on the shelves in the kitchen.
- There are no seating arrangements - "first come, first sit".
- With exception to the NDPW team who will have preference in dishing up the first 15 minutes.

ACTIVITY	FROM	TO
Breakfast (construction)	06h30	07h00
Breakfast (rest)	07h00	08h00
Morning tea/coffee	10h00	10h30
Lunch	13h00	14h00
Afternoon tea/coffee	16h00	16h30
Supper	19h00	20h00

Additional notes.

- No viewing of videos during meal times in the dining room area.
- You are only allowed to eat in the dining room unless special arrangements were made with the OIC and Team leader.
- The kitchen, pantry, food store AND freezers are out of bounds (at all times).
- You are required to wash, dry and pack away your own dishes and utensils.
- There is a hot water unit in the kitchen for coffee, tea, etc.
- No cutlery or crockery is to be removed out of the kitchen/dining room.
- Please vacate your seat ASAP as there are other participants who also like to have their meal.
- No late comers will be allowed, unless special arrangements made with Group Leader and OIC.

TELEPHONE, FAX AND DATA LINE

Please refer to the Communication Planning Document on the notice board outside the radio room.

SKIVVY DUTY

- In order to ensure normal living standards we have a Skivvy duty system. **Everyone** will be expected to do Skivvy duties as determined by the OIC and Team Leader. The Team leader will meet with the skivvies of the day at 07h30 in the lounge to coordinate the tasks.
- The Skivvy tasks cover cleaning of the base as per Skivvy duty roster twice a week or as determined by the OIC and Team leader.
- **"If you mess you clean!!"** No one is here to clean after you! See the Skivvy roster on the notice board.

BOOKS AND VIDEOS

The Library contains books and videos. Unfortunately many books (some irreplaceable) and videos have disappeared during the past. Therefore a loan system for books and videos has been implemented. Videos are on loan for a 24-hour period and books for a 7-day period. Library times are during the morning and afternoon coffee/tea breaks. Please contact the Marion Team Leader should you wish to make use of this facility.

Should you
Team Leader.

WATER USAGE

Please use water sparingly and follow our water usage regulations.

THE SOCIAL CALENDER

Social events can be arranged in consultation with the Group Leaders and with the approval of the OIC.

WORKING HOURS

The construction and take-over period is really about getting a large number of tasks done in a very short time, so we have to stick to the working hours.

TEAM	FROM	TO
Department of Environmental Affairs and Tourism (DEAT)	08h00	17h00 Or As the need requires, determined by the OIC
Marion Over-wintering Teams	08h00	17h00 Or As determined by the Team Leader/OIC
Department of Public Works (NDPW - construction)	07h00	As determined by the NDPW Construction/Logistics Leader
CHC		As determined in the contract between the CHC and DEAT and as required by the OIC
SA Agulhas		As required by the OIC.

MOVEMENT AROUND THE BASE

For safety and the sake of Marion Island fauna and flora, we have restricted certain areas – please refer to the Zoning of Marion Island and the Code of Conduct. You are only allowed to move around in the Zone as permitted by DEAT. There are areas, which are protected. You are kindly requested not to enter the exclusion areas on the Island. Please refer to the Marion Island map in the dining room for the location of the science and exclusion areas.

Safety at Marion Island

Marion Island is a potentially dangerous place. Thus, the following safety measures, especially during take-over and construction:

- No construction/take-over members or new team members are allowed to go out into the field if the team leader/group leader doesn't know where he or she will be going and for how long they will be staying.
- Each team member has the responsibility to write up on the white board inside the radio room before leaving the base for an overnight.
- If the base is only left for day trip it must be catalogued on the log sheet provided outside the radio room.
- If anybody wants to go for a walk but have not gone out before they must make sure that they go with someone that knows the island.
- None of the construction personnel or other guests is allowed to undertake outings (outside zone one) on their own.
- At all times there must be at least two persons, of whom one and Island experienced, in a group.
- Wear proper shoes and clothing for the weather! Warm clothes should always be taken with on outings.
- Groups should be back at the base before 17h00.

- It is everyone's duty to know the evacuation procedure. If there is a fire or the base has to be evacuated you have to go to the brow store. Wear a beanie, weatherproof clothing and fleecy jacket if possible with gumboots. You will be dispatched to certain areas as provided by the disaster team. (The evacuation procedure drill will be practiced within the first few days of the construction and take over).
- No running on the catwalks, especially when wet

Remember, when you act carelessly, you are putting not only your own life in danger, but also those of your friends who may have to risk their lives to rescue you!

WASTE MANAGEMENT

Marion Island is environmentally very sensitive and is one of the last true wildernesses on earth. We plan to keep it that way by removing all waste back to South Africa.

- Please help us with this task by following the guidelines in the Code of Conduct, especially with regard to waste separation.
- Every two weeks a Chicken parade is done around the base to ensure a clean environment.

ENTERTAINMENT

Most of the social activities on our social calendar will take place in the lounge and bar area, so please join in these fun events.

- Social events can be arranged through your Team leader with prior approval of the OIC.
- Movies are only watched in the dining room area after meal times and cleaning. The lounge is for pool and music and other social activities.
- Games available includes dart boards and quarter size pool table, and various other games (this must be signed out to you by the team leader)
- A Gym is available for those who want to stay fit.
- Books and video's can be loan from the camp store during certain times set by the team leader every day. (Times on the camp store door) The video's are on a loan of 24-hour period and books of 7 days.

TV LOUNGE

There is one lounges shared by everyone equipped with a TV, video machine and a Hi-Fi.
*Videos during the evening (after supper) will be shown in the **dining room** and not in the lounge.*

GYM

The gym is available for those who want to stay fit; none of the equipment may be removed from the gym.

SMOKING POLICY

Smoking is only allowed in the Pub and in the lounge.

ALCOHOL

Due to the normal official activities that need to take place during the working day, alcohol consumption will be prohibited from 06h00 to 17h00 or until the end of the workday. Exceptions can be made for special occasions, which must be arranged in advance with and approved by the OIC.

CLEANING

Just follow this simple rule, "You mess, you clean". Please adhere to the skivvy roster on the notice board in the dining room.

BOOTS IN THE BASE

Please remove your boots when you enter the base and leave them in the dry room, as boots are not allowed in the rest of the base.

QUIET TIME (These times will be strictly enforced by all leaders)

- No noise e.g. no talking, no music, no parties or laughing in the hallways or rooms after **21h00**. Most of us need a good night's rest.
- No music from the lounge or bar after **24h00**, unless there are special arrangements during construction or take-over with the **APPROVAL OF THE OIC** only.
- **At 01h00 the bar area will be vacated (non negotiable)**.
- From 13h00 to 14h00 there is to be silence in the rooms and hallways. This is siesta hour!

All of us need a good night's rest; therefore no noise between the hours of 24h00 and 06h00 weekdays and weekends.

HF & VHF RADIOS

Handheld VHF radios are used around the various working areas and at the huts. These are allocated to personnel who, because of the nature of their work, require them.

The HF radios are used by field parties and at the huts. For more information, contact the Communications Officer.

RADIO ROOM

Only the Radio Technicians, Team / Group leaders, OIC and NDPW Construction manager / Logistics leader will be allowed in the radio room during the construction period.

- During Construction and take-over separate bookings for telephone calls will be on the notice board outside the radio room on a daily basis.
- Faxes must be placed in the allocated box, and will be sent on a daily basis. A maximum of one page per fax per person per day are allowed.
- Calls will be according to the communications policy. All private telephone calls may not exceed 8 minutes.
- Official phone calls during the working hours are between 08h00 and 17h00 only.
- Handheld VHF radios are used around the base and at the huts. These are allocated to personnel who, because of the nature of their work, require them. Should you need a radio for a walk outside, please contact the Radio technician, or Group Leader.

CHURCH SERVICE

An interdenominational church service will be held on Sundays between 18h00 and 19h00 in the dining room.

GENERAL INFORMATION

- Keep all doors to the base closed at all times to keep the mice out and the heat inside.
- No gumboots allowed in the base (this includes gumboot shoes).
- Furniture is not to be removed from any room for they are on an inventory list.
- Please mark all your clothing for easy identification if accidentally taken.
- Use the detergent sparingly according as per instructions. Detergent will be issued to you for your stay on the island. (One box for 2 people for per month).
- Heavy clothing like dungarees and construction suits are to be hand washed and not with the washing machines.
- No excessive amount of clothing or wet clothing must be put into the tumble driers. Before using the tumble dryer please clean the filter.
- Clothing must be removed off the dry racks and tumble dryer when dry.
- All blinds must be closed as soon as the sun starts setting (This action is necessary to prevent any bird strikes).
- The cyber café is available (please bear in mind that this is a service to all base personnel).
- There is a self-help medicine cabinet in the hall opposite the Internet cafe for minor cuts and bruises, or headaches. If unsure please see the Medical orderly or Doctor.
- Please report any defects in the base (mechanical or electrical failure etc) to the Marion Diesel Mechanic.

We trust that you will enjoy your stay on Marion Island and please feel free to contact the OIC should you have any suggestions or questions.



DEPARTMENT: ENVIRONMENTAL AFFAIRS AND TOURISM

REPUBLIC OF SOUTH AFRICA

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CONDITIONS FOR THE USE OF THE DEPARTMENT OF ENVIRONMENTAL AFFAIRS AND TOURISM'S (DEAT) INFLATABLE DINGHY FOR SCIENTIFIC RESEARCH IN THE SOUTH AFRICAN NATIONAL ANTARCTIC PROGRAMME (SANAP)

1. This document outlines the conditions for the use of DEAT's inflatable dinghy.
2. The dinghy may be used for *bona fide* scientific research purposes only, except in the case of emergency, when it may be used as a search and rescue vessel.
3. The dinghy may be operated from the *mv SA Agulhas* or any other vessel belonging to DEAT, or from ashore provided a safe launching/landing site(s) or method(s) is (are) available. In the case of the former, it may not be launched/recovered without the permission of the Departmental Co-ordinating Officer (DCO) and Chief Scientist. In the case of the latter, it may not be launched without the permission of the DCO of the shore take-over party or expedition Team Leader and the Senior Scientist.
4. No more than four persons are permitted in the dinghy. Occupants must wear wet suits and in the case of Antarctica, survival suits. Life jackets must be worn at all times. A set of oars must be carried on/in the dinghy at all times. Users must also maintain effective radio contact with the vessel or a shore station/party. Two-way radios must be tested properly prior to using the dinghy.
5. The dinghy may not be taken further from the vessel or shore than is safe under prevailing circumstances. Guidelines in this respect are –
 - (a) If used from ashore it should not be taken further offshore than a safe swimming or manageable rowing distance, and
 - (b) If used from the vessel it should not be taken further than 1000 metres from the vessel.
6. The Chief/Senior Scientist, in consultation with the DCO, will be responsible for the allocation of operating time to approved users (*i.e. those listed as users in the Sailing Instructions*) and for the overall co-ordination of its use.
7. Users will respond positively and immediately if ordered to return to shore or the vessel.

8. DEAT will supply fuel on condition that prospective users inform the Directorate: Antarctica and Islands timeously of their needs.
9. Any incident(s), which result in the loss/damage of the dinghy or any accessories issued with it must be fully documented and submitted immediately to the DCO and Chief/Senior Scientist. Replacement, damage or loss due to negligence or misuse will be for the account of the user(s) responsible.
10. DEAT, through the Ships Operations Manager and SMIT Marine (Pty) Ltd., will be responsible for the maintenance of the dinghy as well as placing it on board the vessel fully equipped for operations.
11. The user responsible for operating the dinghy must sign for it and its accessories before use and again on return to the vessel. The ship's Boats Officer (Third Mate) will operate the dinghy and take responsibility for the safety equipment carried on board as required by law.
12. The ship's crew will be responsible for the lowering and hoisting of the dinghy from and back to the vessel.
13. Persons wishing to obtain further detail about the dinghy and its accessories (*e.g. outboard motors, launching cradle, fuel mixture, tank capacities, etc.*) should consult with the Ships Operations Manager, Mr Sam Oosthuizen, at the Directorate: Antarctica and Islands, Cape Town, telephone number 021 405 9406 or facsimile number 021 405 9424.

Director: ANTARCTICA AND ISLANDS
For Director General



DEPARTMENT: ENVIRONMENTAL AFFAIRS AND TOURISM

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ORGANISATION OF OPERATIONS AND CONDUCT OF PARTICIPANTS IN THE SOUTH AFRICAN NATIONAL ANTARCTIC PROGRAMME (SANAP)

1. This document outlines formal policy on organisation of operations and conduct of participants in the SANAP voyages, whether these participants are on board the S.A. Agulhas or any other vessel on a SANAP operation and at bases, and is issued in the interest and well being of all.
2. A Departmental Co-ordinating Officer (DCO), nominated by the Department of Environmental Affairs and Tourism (DEAT) will assume overall responsibility for co-ordinating the voyage activities and discipline. Whilst the Master of the vessel is responsible for the safety and well being of the vessel and all persons aboard in terms of the S.A. Merchant Shipping Act, the DCO will be responsible for ensuring that the voyage instructions are carried out efficiently and effectively. He/She will achieve this by regular discussions with the recognised Group Leader of each group e.g. the Helicopter Company, NDPW, Scientists, Master, Expedition Leaders, etc. These Group Leaders shall be nominated by their own organisation before the vessel's departure and the DCO will keep the Master fully informed of the day's plans and arrangements where the vessel is involved.
3. Each Group Leader will be responsible for the well-being and conduct of his/her team. Any problems, complaints, reports of misbehaviour, etc. aboard the vessel or at the base stations/field camps are to be dealt with by the relevant Group Leaders, through or in consultation with the DCO. In the case of persons aboard the vessel, they are NOT to approach the Master directly regarding such matters and vice versa. Nothing less than normal, civilised, home standards of self-discipline and respect for others will be expected throughout the period of absence from South Africa. The Master is responsible for the conduct of the vessel's officers and crew.
4. Any disciplinary matters, which cannot be satisfactorily resolved through these channels, may be directed in writing to the DCO with copies to the relevant Group Leader(s) and his/her/(their) organisation(s). The latter and the DEAT together will decide on whether, and if so, what subsequent action should be taken. Neither the DEAT nor these organisations will tolerate any form of Misbehaviour or irresponsibility which might bring them or the SANAP into disrepute, or which might jeopardize the safe and successful completion of each individual's work programme, especially that emanating from over-indulgence in the consumption of alcohol and/or negligence.
5. Attention is also drawn to the vessel's standing orders, especially those concerning safety, dress and the cleanliness of cabins.

6. The DCO will normally reside at the base station during relief voyages, but may move between the station and the vessel and/or field camps as necessary. He/She will always maintain communication with the other operational centres and in his/her absence will appoint his/her assistant and/or one of the on-site Group Leaders to supervise operations at the other centre(s). The DCO's decisions will be final and will be taken after consultation with as many of the Group Leaders as possible or necessary under the circumstances. The DCO and Group Leaders will undertake detailed planning of operations during the voyage to the base station. Whenever the DCO remains ashore while the vessel proceeds on its voyage schedule from the base, he/she will ensure that his/her assistant is specified to co-ordinate activities in his/her absence.
7. The success of a relief/research/construction voyage depends on the development and maintenance of a congenial and harmonious working atmosphere aboard the vessel and at the base stations/field camps. This requires a spirit of co-operation and reasonableness from each individual at all times. It is hoped that these guidelines will engender such a spirit.
8. The DEAT and the other organisations sharing in the overall management of the SANAP will not hesitate to stop or prevent the recurrence of unacceptable practices/behaviour by/from individuals or groups.
9. It is expected of all persons to assist with any particular duty, which may become necessary in the interests of the safety and well-being of all concerned during the voyage or at the base stations/field camps. Such duties may include skiving, ice look-outs, snow/ice clearance from the decks, cargo work, etc. These requirements will be clearly defined by the DCO who will be responsible for the appropriate allocation of work.
10. On behalf of the Minister of Environmental Affairs and Tourism we trust that you will enjoy participating in the Antarctic Programme.

Director: ANTARCTICA AND ISLANDS
For Director General