

IAATO Observer Checklist for Air and Deep Field Operations

Thank you for agreeing to participate as an IAATO Observer. The following checklist should be straightforward. When answering the questions, you can use yes, no, unsure but please include explanations. The checklist has been designed as a useful tool to facilitate confirmation of whether obligations set forth by IAATO and the Antarctic Treaty System are being met.

Please email your completed evaluation to IAATO within three weeks of participating in this program. For companies operating a full Antarctic season, it is best to complete this form as soon as possible so that the company being observed can make improvements while their Antarctic season is still in progress. If possible, please provide the company with a draft copy of this report prior to leaving the expedition.

Please submit by email to: operations@iaato.org

Any additional documents or appendices can be sent to:

By Fax: +1 401 841 9704

By Post: IAATO

50 South County Commons Way Unit E-5B, South Kingstown, RI, 02879, USA

Please give at least one copy to a designated representative of the company to whom you are evaluating and email the other copy to IAATO. You might find it useful to discuss your comments with a company representative while still on the expedition in order to avoid possibilities of disagreement at a later time.

Voyage/Flight/Expedition Dates (embarkation and disembarkation):_

Observers Name:_

Date of Report:

Name of Vessel/aircraft/Expedition:

Name of Tour Operator/Organizer:

Voyage/flight sub-chartered to (if applicable):

Name of Expedition Leader:

Actual Itinerary/Expedition Travelled: Please attach the day-by-day itinerary. If the Post Visit Site Report was completed by the end of the voyage/flight/expedition it can be appended to this report instead of describing the actual itinerary (please check with the Expedition Leader/ Operations Manager).

1. Expedition Preparation and Documentation

Was the home office efficient to work with and forthcoming with documentation? Were you provided with the same preparatory materials as all the clients? Did they arrive in a timely fashion so you could adequately prepare for your expedition?

Did the pre-departure material include a copy of the Antarctic Visitor Guidelines (ATCM Recommendation XVIII-1 and/or ATCM General Guidelines for Visitors (Resolution 3-2011)) and a copy of the leaflet 'Don't Pack a Pest' describing IAATO's updated biosecurity procedures, or an equivalent?

Did the pre-departure material explain that conditions could be severe, inhospitable and point out the necessity for suitable clothing?

Were clients advised that sophisticated medical care is unavailable in the Antarctic, and take out medical and evacuation insurance prior to their trip? Were they required to provide a medical questionnaire, or have to undergo any other medical assessment prior to their expedition?

2. Antarctic Treaty and Domestic Legislation

A. Compliance with Domestic Legislation

Did the operator receive all authorities and/or permits from government authorities required under domestic legislation in time prior to departure? Please list the government department and subject of the reference of each permit or authorization granted.

These documents include:

- Advance Notification
- Environmental Impact Assessment (EIA), usually either at the Initial Environmental Evaluation (IEE) or PEE (Preliminary Environmental Evaluation) level
- Permit(s) to enter Antarctic Specially Protected Areas (ASPA's) if appropriate
- Waste Management Permit if appropriate
- Other if appropriate

B. Compliance with Operator's Advance Notification and EIA

Were electronic copies of the Advance Notification and Environmental Impact Assessment (EIA), or relevant paper work (e.g., Oil Spill procedures, Waste Permits) kept in the field in an easily accessible location? Please give details.

Were the relevant operations staff familiar with the content and did the operations staff and guides adhere to these documents?

Did you note any deviations/discrepancies to the operator's EIA? If so, please describe.





Did the operator observe all relevant management plans for Antarctic Specially Managed Areas (ASMA's) and Antarctic Specially Protected Areas (ASPA's), and were these available to relevant crew, operations manager and field guides?

Were any ASPA's entered? If so, did the operator have the required permit(s)?

Were any ASMA's or historic sites visited? If so, were relevant management plans observed?

D. Compliance with ATCM Recommendation XVIII-1

Were all activities conducted in accordance with ATCM General Guidelines for Visitors (Resolution 3-2011) or ATCM Recommendation XVIII-1 - Guidance for those Organising and Conducting Tourism and Nongovernmental Activities in the Antarctic (adopted at the Antarctic Treaty Meeting, Kyoto, 1994)? E. Compliance with Standard Procedures for Station Visits

Were Antarctic Research Stations visited? If so, were advance notification requirements for such visits taken into account (e.g. South Pole Station, McMurdo, etc.)?

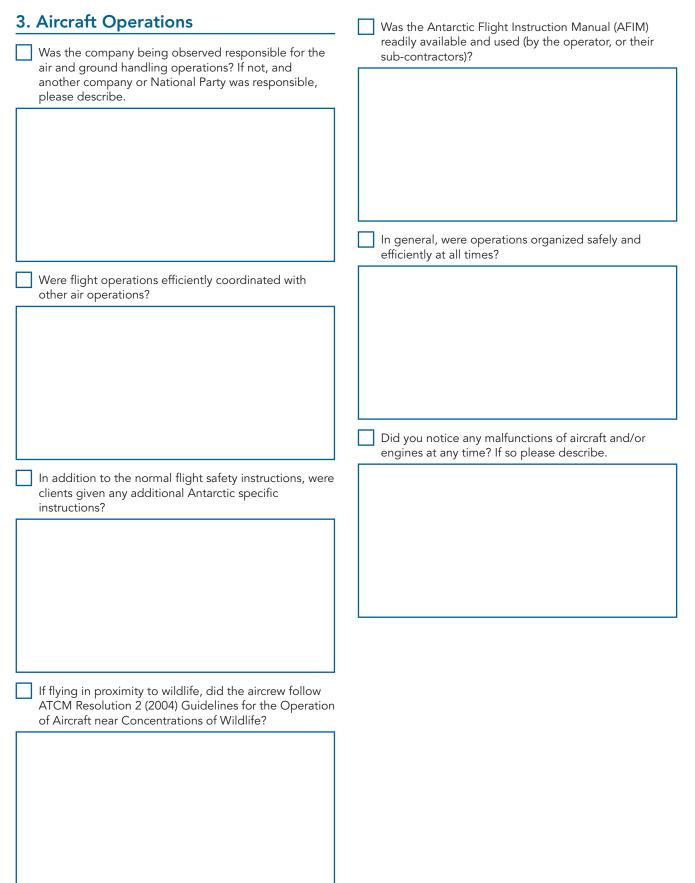
Was the 72 hour advance notice adhered to for all other stations? If a previously scheduled visit to a research station was cancelled, was the station notified promptly?

Did the program or station visit interfere with Antarctic scientific work?

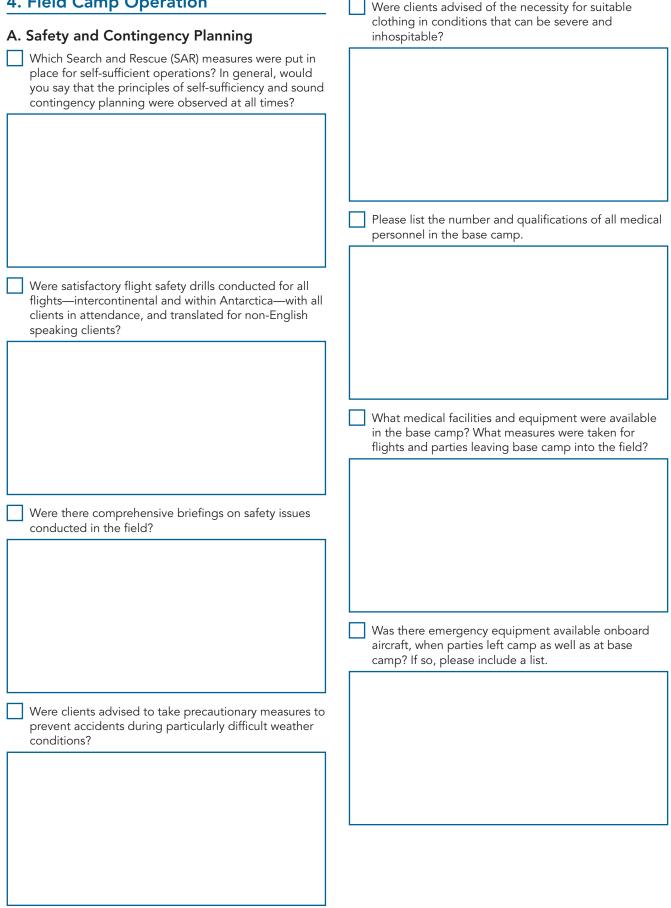
Did the company provide any support by transporting scientists, etc.? If so, describe the briefings provided to these individuals after embarkation.



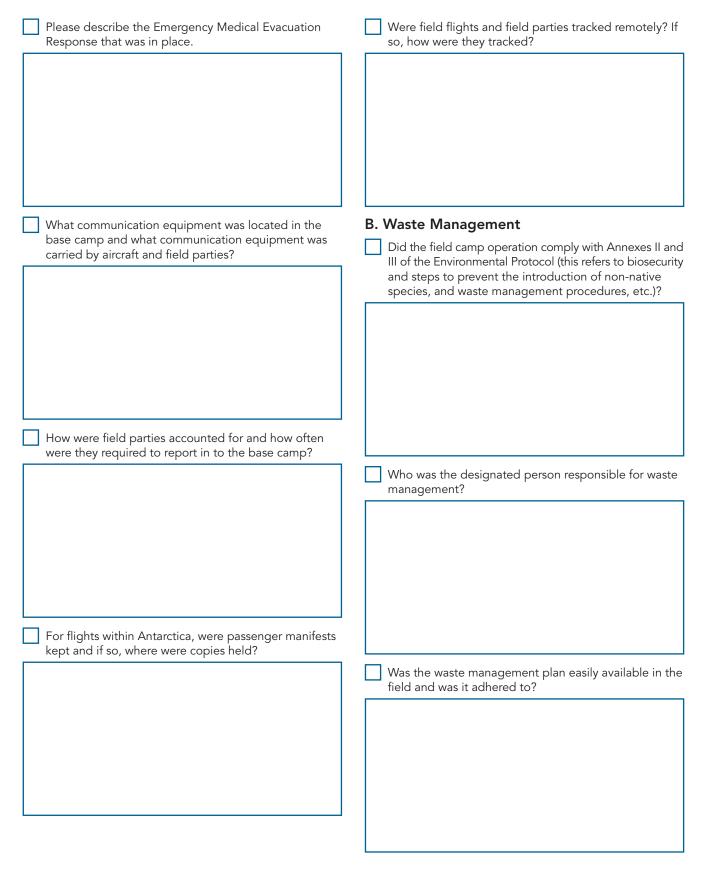




4. Field Camp Operation









| Were field staff and clients all briefed on the waste management plan as appropriate to their role and responsibility? | Was there a separate receptacle for battery disposal and how were they ultimately disposed? |
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| Please summarize the key elements of the waste | 5. IAATO Standards and Regulations |
| management plan: | A. General Conduct of the Tour Operator |
| | Did the operator support the basic mission of IAATO – which is to advocate and promote the practice of safe and environmentally responsible private-sector travel to the Antarctic? |
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| Was there oil spill equipment readily available, should an incident occur in Antarctica? | |
| | Was the expedition well organized and carried out, with no obvious violations of IAATO requirements? Were the activities generally conducted with a high degree of professionalism? |
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| Were poultry products separated out from other food garbage and how were they ultimately disposed? | |
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| | B. Operations Manager and Staff |
| | Was there a Field Operations Manual (IAATO or similar tailored to the operation) in the field? Was it useful and used? |
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What was the standard client-to-staff ratio, and was it If the field camp managers were changed, was there a maintained in camp? handover procedure? Did the client-to-staff ratio vary according to different Were you introduced to clients, and invited to staff activities; if so please give details? briefings? C. Passenger and Crew Briefings Did at least 75% of the staff have previous experience in Antarctica? Were the field crew briefed on ATCM General Guidelines for Visitors (Resolution 3-2011) or ATCM Recommendation XVIII-1 (Guidance for Visitors and Tour Organizers and Operators) prior to the start of the season? Please enclose names of staff members, areas of specialty and years of polar (Arctic and Antarctic) or other relevant experience. Were the field crew provided with copies of the Visitor Guidelines?

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| If new field crew embarked for this particular expedition, were they briefed accordingly by the operations manager? If so, how? | Were copies of the guidelines provided to non-English speaking clients in one of the following additional languages: Spanish, French, Italian, Dutch, German, Russian, Mandarin Chinese, Japanese? |
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| Were the clients briefed on safety and conservation prior to arriving in Antarctica? If not, why? | D. Biosecurity Measures |
| Was this a mandatory briefing and if so, how was this carried out? | What biosecurity measures were taken prior to departure for Antarctica (for both clients and any equipment)? |
| Ware copies of ATCM General Guidelings for Visitors | organized so that all precautions were taken to avoid the translocation of seeds and other organisms to Antarctica? |
| Were copies of ATCM General Guidelines for Visitors (Resolution 3-2011) or ATCM Recommendation XVIII-1 (Visitor Guidelines) (or the relevant sections) distributed to clients with this briefing? | |
| | Did clients clean their backpacks, camera bags, tripods and clothing (particularly Velcro attachments and pockets) to avoid the possible translocation of diseases? |

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| Was there a thorough cleaning of all gear (e.g. full boot and clothing decontamination incl. vacuuming) done between distinct regions? Which disinfecting solution was used? | Did the field staff provide educational information? |
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| E. Activities at Base and Field Camps | Did clients, field staff and air crew comply with ATCM Recommendation XXVIII-1, Guidance for Visitors to the Antarctic? |
| How many personnel were in the camp at one time? | |
| How many field crew/sub-contractors were in the camp? Provide their numbers and explain their role. | Was there a particularly effective way to manage clients organized by the staff? If so, please describe. |
| | F. Visits to Wildlife Sites |
| Did the field staff periodically remind the visitors of appropriate codes of conduct and awareness of hazards, environmental features and scientific equipment? | Were the air crew and field guides experienced in polar wildlife? |
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Did the field staff set clear boundaries and remind visitors of required distances and proper behavior around wildlife?

Were these organized safely and efficiently at all times? Please give a short description.

Did the aircrew and field guides comply with ATCM XXVII Resolution 2 (2004) Guidelines for the Operation of Aircraft Near Concentrations of Birds in the Antarctic

G. Other Activities

Were there other types of activities conducted, such as kite skiing or snowmobiling? If so, please describe.

Were these activities described in the EIA and Advance Notification?

6. Other Observations and Recommendations

Please elaborate on any other comments or recommendations pursuant to the operations being observed.

Thank you for your time and attention and we hope you had an enjoyable trip.