

2022–2023 Operational Instructions

For IAATO Office Representatives, Expedition Leaders, Field Staff, Vessel Masters and Officers

2022–23 IAATO Operational Do's and Don'ts

The document is a quick sheet of important reminders and key takeaways for the season. For more detailed information please review the 2022-23 IAATO Operational Instructions as well as other topics in the Field Operations Manual (FOM).

DO	DON'T
Do ensure you have an up to date copy of the Field Operations Manual (FOM) before your season. Either sync your copy of the FOM Sync App, or download it through the IAATO Website. Do remember to sync throughout the season	Don't forget to read the IAATO Code of Conduct (FOM Section 8)
Do make sure all activities are authorized or permitted before carrying them out	Don't forget it is your responsibility to be familiar with all permits/authorisations and operational procedures/guidelines
Do maintain a minimal safe distance from wildlife (5m/15ft)	Don't approach wildlife closer than minimal safe distances (5m/15ft)
Do follow Biosecurity protocols for people and equipment (FOM Section 07 -Biosecurity)	Don't sit or lay on the ground or snow where wildlife is present
Do make every effort to keep the the minimal distances from wildlife.	Don't stay still if wildlife approaches, move away slowly if it is safe to do so
Do give wildlife the right-of-way	Don't encourage wildlife to crawl on you
Do be aware of areas where animals exit or enter water or colonies	Don't place equipment near animals
Do maintain quiet when in the presence of wildlife	Don't use selfie sticks to get closer to wildlife
Do keep camera equipment and cleaners securely packed	Don't make noises in attempt to gain wildlife attention
Do keep your camera flash off to respect wildlife	Don't leave camera materials behind
Do secure loose items to ensure they cannot blow away	Don't take food ashore unless there is an emergency food or appropriate permit/authorization is in place
Do ensure thorough biosecurity cleaning before arriving in Antarctica and between distinct regions (e.g. Falklands (Malvinas), South Georgia etc.)	Don't interact with National Antarctic Program Stations for tourism visits (as of August 27). Logistical assistance or special projects may be permitted
Do review Coastal Crevasse Awareness Recommendation (FOM Section 7 - Activities), and report any unreported crevassed areas to IAATO	Don't go into known crevassed terrain without proper assessment, equipment and an experienced guide
Do communicate to the fleet about waterway transits and weather through the Broadcast center in the Live Ship Scheduler (Live Ship Scheduler Guide found in FOM Section 8)	Don't use RPAS in coastal areas for recreational use. RPAS flights for navigational, safety or scientific purpose are allowed with a permit from a Competent Authority and agreement from the Operator
Do be alert and vigilant when operating around ice in any form. Icebergs can be unpredictable and dangerous (FOM Section 8 - IAATO Guidelines for Selected Vessels in the Vicinity of Ice)	Don't go into ice caves, under arches, or stand on bergy bits or growlers. Sea ice walks should be adequately assessed by competent guides prior to being carried out
Do stay a minimum distance of twice the height away from any iceberg	Don't enter ice pools or drive over ice foats
Do keep the appropriate distance from whales and seals (FOM Section 7 – Wildlife Guidelines)	Don't go over 10kn in Geofenced Whale areas during the specified time periods (IAATO Geofenced Whale Areas, FOM Section 08)
Do remember that communication between a larger vessel and a yacht is best achieved through a friendly dialogue between the EL/Navigator on the Bridge of the ship and the Skipper/ Watchkeeper of the Yacht, beginning on Channel 16 VHF	Do not interfere with other Operators' operations
Do submit a PVR within two weeks of the voyage disembarkation date	Do not depart for your vacation without finishing your voyages PVRs



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- All updated documents are listed in the FOM Section 2
- The FOM is only in Electronic Form;
- The latest FOM Sync App (v4) for laptop and desktop computers is available on the IAATO website, and on the flash drive sent to vessels. Both use synchronising capabilities to update;
- The FOM is a living document. Please sync through IAATO's FOM Sync App v4 to ensure you are using the most up to date documents;
- These Operational Instructions summarize the FOM 'Must-Knows' and Updates for the coming season.

Key IAATO Contact Information for the 2022–23 Season

IAATO Emergency Line (Monitored 24hours):	+1 401 608 2090
Incident Reporting (non-Emergency):	operations@iaato.org
Ship Scheduler Assistance:	shipscheduler@iaato.org
Online Assessment questions and feedback:	operations@iaato.org
FOM Sync App or Polar Guide App feedback:	operations@iaato.org

2022-23 Biosecurity Instructions (FOM Section 2)

Please see the 2022-23 Biosecurity Instructions for updates on the highly contagious avian flu, as well as other important biosecurity centric seasonal instructions and information.

IAATO Vessel Code of Conduct (FOM Section 8)

The IAATO Vessel Code of Conduct is a shared statement of commitment by IAATO member Operators to uphold the highest ethical standards required for professional conduct and best practice in Antarctica. Though non-exhaustive, it supports important IAATO principles and expectations. It applies to all onboard vessels.

Make sure this document is part of the pre-season briefing for officers and staff, and is reviewed before the start of every voyage.

Waste Management in Antarctica (FOM Section 8)

Vessel Waste Management is an important component of the Antarctic Permitting process and is the Law for each vessel. IAATO believes waste management is a specific area where there is a vulnerability for vessels to fall short of required International Standards. We urge all staff to remain vigilant that all requirements/restrictions are adhered to at all times.



IAATO Emergency Contingency Plan (FOM Section 5)

IAATO encourages all operators to make their office and field personnel familiar with the IAATO Emergency Contingency Plan. Please note: it is critical that this plan be integrated into each vessel's ISM system and followed as company policy in the case of an emergency.

IAATO will send the vessel, Deep Field, Submersible and Helicopter EMER Information via email directly to Operators and Vessels at the beginning of the season.

The hallmark of IAATO's Contingency Planning is self-sufficiency, as well as communication, cooperation and coordination between IAATO Operators and the Secretariat. IAATO members will not seek assistance from National Antarctic Program Stations, including South Georgia Government facilities. Medical evacuations should be handled solely by the Operator.

IAATO Emergency Medical Response Plan (EMER) (FOM Section 5)

IAATO members have agreed that operators should have a clear understanding of their clients' medical capabilities and that operators will provide mutual support in the case of a medical emergency through the IAATO EMER Plan.

Medical Evacuations (FOM Section 5)

Under ATCM XXVII Measure 4 (2004), all those conducting tourism and non- governmental activities must have sufficient arrangements in place for health and safety, search and rescue, medical care and evacuation prior to the start of their operations. In addition:

- Operators must not rely on any other operator or national program for assistance without express written agreement with that national program/operator – this is particularly important with COVID-19, each operator will have their own COVID-19 protocols, and any bubble which may be broken, could have an effect on the vessel coming back into port;
- Operators must demonstrate that they have adequate insurance or other arrangements in place to cover costs associated with SAR, medical care and evacuation;
- Operators must not rely on Antarctic RCCs for any assistance which may be accomplished under their own resources.

IAATO also has a series of medical and emergency plans in place that should be followed.

Tourists cannot be disembarked at any Antarctic research station for medical reasons. If landing a passenger near an airfield (e.g. Frei), the passenger requiring assistance should remain in the care of the member operator until the aircraft has landed.

If another IAATO-operated vessel or aircraft is available to transport a passenger back to the mainland, this option should be considered, but only with complete understanding of each Operator's COVID-19 protocols and agreement from both Operators medical professionals.

Whale Avoidance (FOM Section 8)

A. IAATO Operators commit to the following:

A 10kn speed restriction for vessels operating in IAATO geofenced time-areas. This is a mandatory procedure. All IAATO operators will participate.

The limit excludes emergency or other extenuating circumstances in which case the need to exceed the speed limit should be recorded in the logbook and communicated to the Secretariat as soon as practicable.

Whale watching and whale avoidance mitigation training should be undertaken by all bridge teams while operating in any areas where whales are routinely seen.

The geofenced time-areas are as follows (These areas will be highlighted in the Live Ship Scheduler and RedPort):

- January 1 through May 30 in the Gerlache Strait and adjacent waters, in the area between 63.65°S and 65.35°S, including Dallmann Bay west to 64.2°W;
- February 1 through May 30 in the Marta Passage entering Crystal Sound, 67.8°W to 67.0°W.

B. South Georgia Voluntary Speed Restriction for the 2022-23 Season

For the 22/23 Season, GSGSSI has implemented a voluntary speed limit of 10 knots to reduce the risk of whale strikes in South Georgia.

Waypoints which define the speed restriction polygon can be found in FOM Section 8, and should be taken into consideration for itinerary planning. These areas will be highlighted in the Live Ship Scheduler and RedPort.



Crevasse Reporting (FOM Section 7 – Activities)

The IAATO Field Operations Committee has created a *Coastal Crevasse Awareness Recommendation and associated annex*. All staff should review this document prior to the season.

Awareness of crevasses for the entire IAATO fleet is essential to having a safe, enjoyable, and accident-free season.

As average temperatures increase, particularly in the Peninsula region, glaciers are retreating and thinning. This is exposing crevasses, weakening other permanent ice and snow slope areas and increasing activity at tidewater glaciers. As a result, field staff are noticing an increase in the occurrence of crevasses, bergschrunds and ice 'holes' developing in weakened, softening ice. Remember to review the new crevasse recommendation note. If you do go on snow fields, please ensure that you have adequate training and equipment to carry out a crevasse rescue.

If you do come across a previously unreported crevassed area, please inform IAATO (shipscheduler@iaato.org) and the fleet at your earliest possible opportunity.

IAATO Statement on the Use of Remotely Piloted Aircraft Systems (RPAS) and RPAS for Navigational Use Guidelines (FOM Section 7 – Activities)

IAATO members have banned the recreational use of RPAS in coastal areas. RPAS can be used recreationally in the Deep Field with the proper authorisation.

Near coastal flights for navigational safety or scientific purposes are allowed with the appropriate authorisations/permits from competent authorities. IAATO has also created RPAS for Navigational Use Guidelines (FOM Section 7 – Activities).

IAATO Vessel Based Helicopter Operation Etiquette (FOM Section 10)

The IAATO Helicopter Working Group and Field Operations Committee have created IAATO Vessel Helicopter Guidelines and Etiquette. Key considerations from the guidelines are:

- At all times, Pilots, Expedition Leaders and Vessel Master recognize the desirability to keep helicopters out of the sight / hearing range of all other vessels at all times.
- Any close passes with helicopters to vessels or guest activities should only happen with all operating parties' explicit consent.
- When planning helicopter operations with other vessels in the vicinity, noise pollution to guest wilderness experience should be considered.
- All vessels in close proximity (within 5nm) to helicopter operations (Government, IAATO or other) should be notified of planned air operations.
 - a. Active airfields nearby (Marsh, Rothera, McMurdo, etc) must be notified of all air operations (Flights or RPAS).
- Pilots should be attentive to signs of wildlife disturbance at all times and corrective action should be taken where practical to avoid or mitigate the effects of aircraft operations and/or safety considerations such as bird strikes.

IAATO Helicopter Operators have agreed to share helicopter specific Emergency Information with each other and this will be distributed prior to the season.

Co-ordination of Itineraries and the Live Ship Scheduler (FOM Section 8)

IAATO members have agreed to exchange itineraries and coordinate with other member vessels. This is a key factor in self-management and monitoring of activities. It is also effective in emergency response situations.

A. The Live Ship Scheduler (FOM Section 8)

The IAATO Live Ship Scheduler (LSS) is active for the 2022-23 season. This system greatly diminishes the need for the email back and forth between the vessels. Using a web-based app which operates on low bandwidth (similar to RedPort), the new Scheduler allows changes to be made in real time.

New for the 2022-23 season, important seasonal information emails coming from the IAATO Secretariat will be pinned in the IAATO Broadcasts section of the LSS. This will make it easier to find and review pertinent information.

For any questions or feedback about Live Ship Scheduler please email shipscheduler@iaato.org.



B. Peninsula Inter-Vessel email list

The IAATO *inter-vessel communication list* is for vessel-to-vessel contact for **immediate notifications and safety reasons ONLY**. The list must not be distributed to anyone outside of the addresses registered on the email circulation list.

DO NOT use the communication list to broadcast standard schedule changes. All schedule changes should go through the LSS or Offline Ship Scheduler.

The IAATO Operations team are the only people authorised to add or remove names. Please therefore contact the operations team, either at shipscheduler@iaato.org or operations@iaato.org if a contact needs to be added or removed.

C. Ship Schedule Excel Sheet (FOM Section 2)

Despite having the Live Ship Scheduler in place, the Ship Schedule Excel sheet will still be sent to the vessels twice a week on Tuesday and Friday.

D. 100 Guests ashore at one time

A maximum of 100 Guests ashore at a landing site is an Antarctic Treaty Protocol requirement. Primarily this law is in place to protect the environment, which is core to IAATO's mission statement. Violating this rule puts the Operator's Permit/Authorisation in jeopardy; and risks the Operator no longer being allowed to visit the Antarctic.

E. Ship Scheduler Booking Guidelines (FOM Section 8)

Please be sure to follow the ship scheduler booking guidelines when selecting vessel sites.

F. Station Visits (FOM Section 7 – Area and Site Specific Guidelines – Research Station Guidelines)

Tourism Visits, or any tourism interaction with active National Antarctic Program Stations is not allowed during the 2022-23 season, even if you are invited by the station personnel. Logistical support or special projects may be allowed.

G. Camping at Brown Station

A reminder, whether occupied or not, camping is not allowed at Brown Station. Skontorp Cove is a separate site and camping is permitted there.

H. Leaving Early from a Landing Site

Please communicate to all other vessels if you are leaving a landing site early, so that others in the vicinity are aware of the possible planning opportunity.

I. Site Guidelines (FOM Section 7 – Area and Site Specific Guidelines)

The *Antarctic Treaty Site Guidelines* are **the Law**. Each Operator applies to a National Authority for authorisation to visit the Antarctic. When a Permit/Authorisation is granted, it is on the expectation/requirement that all Treaty Guidelines and protocols will be followed. Not following the guidelines risks both damaging the delicate Antarctic environment and jeopardises the Operator's Authorisation.

J. New and Revised Site Guidelines (FOM Section 7 – Area and Site Specific Guidelines)

Revised Site Guidelines for 2022–23:

Only changes are highlighted below, for the full set of site guidelines please refer to the IAATO Field Operations Manual found on the website or through the FOM Sync App v4. All new site rules have also been reflected in the IAATO database.

i. Torgersen Island

Torgersen is no longer a visitor site. Additionally At this time, visits to Palmer Station, as well as activities (including anchoring) in ASMA 7 are not possible.

ii. Prion Island

Landed visits are not allowed on Prion Island while GSGSSI is fixing the boardwalk. Zodiac cruises are permitted

iii. Grytviken

Noting the limited infrastructure at Grytviken and a desire by all parties to maintain the visitor experience, the number of vessels permitted to visit Grytviken is capped at two (2) vessels per day.

iv. Wordie House

Please note there are no longer any free roaming areas.

v. Vernadsky Station

These are updated guidelines on station visits as well as no-anchorage areas for small boats.



New IAATO Site Guidelines for 2022–23

- i. The Field Operations Committee and Managing for Growth Working Group have worked on several new IAATO *draft* guidelines for the 2022-23 season. Your feedback is most appreciated.
 - Christiana Island,
 - Fort Point,
 - Fournier Bay,
 - Heroina Island,
 - Hidden Bay,
 - Hovgaard Island,
 - Jenny Island,
 - Patagonia Bay,
 - President Head,
 - Pourquoi Pas Island,
 - Red Rock Ridge.

K. Utilising multiple sites during a single booking slot when they are not Peer Sites

It is possible to use more than one landing site even if they are not peer sites. However, there may be no more than 100 guests ashore at any one landing site. For instance, using Cuverville Island for a standard landing and Orne Harbour for a mountaineering excursion. Note using non-peer sites simultaneously is only by opportunity. If another vessel needs to utilize one of the landings, the two vessels involved should discuss which landing each vessel will use.

The peer sites which can be book together are as follows:

- Goudier Island & Jougla Point
- Skontorp Cove & Brown Station
- Prospect Point & Fish Islands
- South Bay & South Bay/Johnsons Dock
- Hannah Point & Walker Bay
- Port Charcot & Pleneau Island
- Georges Point & Orne Island
- Enterprise Island & Foyr Harbour
- Half Moon Island - Camara Station (Arg) & Half Moon Island – Chinstrap Colony
- Orne Harbour and Spigot Peak

L. Booking Deception Island and Volcanic Alerts (FOM Section 7 – Area and Site Specific Guidelines – Full Set of ASMA and ASPA Management Plans – Antarctic Peninsula and Weddell Sea)

In light of the incident on White Island/Whakaari, New Zealand, as well as increased seismic activity in the South Shetland Islands, there have been several questions/concerns surrounding the continuation of activities at Deception Island.

Deception Island has a Treaty Management Plan (ASMA 4), and within this management plan Annex 6 details volcanic alerts and escape. Please review this annex.

Seismic research is done on Deception during the summer months (later December – early March), and IAATO is in touch with the Spanish National Program, which regularly monitors the activity of the island. When Spain takes a reading of the seismic activity, they communicate the threat status to IAATO - Green to Red: Green meaning minimal threat, Red being the most foreboding of conditions. The Secretariat then communicates this information to the members.

i. Port Foster ASPA 145: Sub-site C (Whaler's Bay)

A new area, sub-site C, has been added to ASPA 145 in Port Foster. This new area runs along the southeast wall of Whaler's Bay (See FOM Section 7 – Area and Site Specific Management – Full Set of ASPA and ASMA Management Plans – Antarctic Peninsula and Weddell Sea).

This area has an extremely rich benthic community. These communities are composed by large sponges, ascidians, bryozoans, and macroalgae, which provide three-dimensionality to the ecosystem, and shelter to a myriad of small invertebrates such as amphipods, isopods, polychaetes, mollusks, echinoderms, etc. The species inhabiting the sub-site C are potentially vulnerable to the resuspension of sediments caused by nearby vessel operation.

The water surface above Sub Site C is not included, which means Zodiac cruising can still take place in the area, but other sub-surface activities such as SCUBA or Submersibles are no longer allowed.



M. Port Lockroy (FOM Section 2 and 7)

- i. Visits to Port Lockroy are scheduled via the IAATO ship scheduler. During the summer months visits and changes to schedules should be coordinated with the Port Lockroy Base Leader. The team can be contacted by email lockroy@ukaht.org and also on VHF channel 16.
 - We encourage you to invite a member of the Port Lockroy team onboard prior the landing to provide an introduction to the base and brief the visitors.
 - The currency in the gift shop and post office is GBP £ although USD \$ and EURO € are also accepted. All major credit cards are accepted (except American Express). Smart payments, e.g ApplePay, SamsungPay are accepted. Card payments are preferred.
 - Visitors are welcome to write postcards in the lounge where there are pens and decorative stamps available.
 - Postcards/letters should be posted in the red letter box by the main entrance to Bransfield House.

Port Lockroy Closed Dates

The UKAHT opts to close Goudier Island / Port Lockroy for a few days throughout the season in order to do necessary maintenance at the site.

Currently the set ½ day and full day closed days for the 2022/23 season are:

½ Day Closed (PM)	Full Day Closed
November 12	November 13
November 26	November 27
December 10	December 11
December 24	December 25
January 07	January 08
January 21	January 22
February 04	February 05
February 18	February 19
March 04	March 05

*The above dates are subject to change. During the season the Base Leader will communicate any changes to the fleet.

N. Post-Visit Reports (PVRs) (FOM Section 2 and 4 – Reports)

ALL South Georgia Island and Antarctic visit data can be entered into one PVR.

You no longer need to enter Falkland Island (Malvinas) information.

- i. ALL South Georgia Island and Antarctic PVRs can be exported separately on the PVR homepage by clicking on the flag to the right of the desired PVR.
- ii. We have modified the required cells to be a darker grey color on the excel sheet for easier viewing. Please do not forget to complete all dark grey required cells before submittal. If ANY fields are missing in the PVR, the system will not allow it to be uploaded until all fields are filled in.
- iii. There are now drop downs for both Organization name and Vessel name.
- iv. Nationality Records do not have to be in alphabetical order.
- v. Please use the drop-down menu in Part 1, Section C Record of expedition numbers by Nationality, to avoid any spelling errors.
- vi. Dates in PVR Part 2 do not need to be in chronological order – they will be sorted when submitted.
- vii. All time slots in coastal waters (Antarctica and/or South Georgia) must be recorded on PVR Part 2.
 - a. **For example:** When looking for whales in the Gerlache Strait, please enter Ship Cruising.
- viii. The questions in Part 1 Section D have been updated. Please use the drop-down menus for question 2, then complete 3 & 4 if applicable.

Please submit your PVRs within two weeks of the completion of your voyage.



Citizen Science (FOM Section 16)

Information about citizen science projects can be found in FOM. It is recommended to discuss permitting or authorisation needs with the citizen science project lead in advance of the Antarctic season, engaging with your National Competent Authority as necessary. Please remember to add citizen science activities to your Post Visit Report Form.

Marine Debris (FOM Section 16)

If you find marine litter or see entangled wildlife, please report it. The Commission for the Conservation of Antarctic Marine Living Resources (CCAMLR) collates data on marine debris and wildlife entanglements to better understand and manage its impact on the environment. Please follow the instructions in the CCAMLR e-forms in the event you find marine litter or sight wildlife entanglements:

- CCAMLR Marine Debris e-form entanglements 2022;
- CCAMLR Marine Debris e-form opportunistic debris collection 2022.

Submit your data sheets and images to data@ccamlr.org.

If you find entangled wildlife, refer to IAATO General Information for Wildlife Watching (FOM Section 7 - Wildlife Guidelines).

Photos and Reports of Non-IAATO Vessels (FOM Section 4 - Reports)

Each year IAATO collects additional information on encounters with non-IAATO visitors. This is to allow us to better gauge the extent of non-IAATO visitation for monitoring and management purposes and to ensure that we are targeting any outreach efforts correctly.

In the FOM Section 4 there is a form entitled *IAATO / Non-IAATO Visitor Encounters*.

Please send any photos and/or information of non-IAATO vessel to operations@iaato.org.

Logins for the Field Staff Section of IAATO's Website and the IAATO Online Assessment (FOM Section 2)

The Field Operations section of the IAATO website (<https://iaato.org/field-staff>) is a good source of the latest information where you can read news and get updates related to Antarctic tourism, as well as access the Field Operations Manual (FOM) and the Online Assessment. To gain access to the Field Staff section of the website, Operators must register their field staff.

There are two logins:

- 1) The login for the field staff section of the IAATO website: <https://iaato.org/field-staff>
Operators must provide their staff access, before a user name and password is issued.
- 2) Once access is given to the Field Staff Section of the website, access is available for the IAATO Online Assessments: <https://iaato.org/online-assessments>

The Online Assessments can be accessed through the field staff section of the website, where you should self-register.

New office staff / crew member / field staff member:

- 1) Double check you have been registered with your Employer;
- 2) Once registered, an activation email will be sent from IAATO. Often this email ends up in the spam folder, please check, and do not disregard.

Returning office staff / crew member / field staff member:

- 1) Double check you have been registered by your Employer;
- 2) Once registered your previous log-in will be reinstated.



The IAATO Online Assessment (FOM Section 2)

ALL Field Staff, Captains, and Senior Officers must take an IAATO Online Assessment each season. The intent behind this service is to provide a free-to-the-user training mechanism for new field staff to test their knowledge of matters relevant to Antarctic guiding. The online assessment also serves as a mechanism for established field staff to refresh their knowledge and become familiar with new information prior to the season commencing. The FOM changes annually with new questions added to reflect this.

The South Georgia Government has also made it mandatory for all field staff going to South Georgia to pass the relevant season's online assessment, and include the completion certificate as part of the South Georgia clearance procedures.

There are different assessments to choose from depending on your role and where you are working. Check with your Operator to ensure you take the appropriate assessment. The current assessments are:

- Peninsula - for Expedition Leaders
- Peninsula - for Expedition Guides
- Peninsula & South Georgia - for Expedition Leaders
- Peninsula & South Georgia - for Expedition Guides
- Ross Sea - for Expedition Leaders & Staff
- Cruise only - for field staff
- Deep Field Operations for Field Staff
- Vessel Officers and Crew
- Home Office Staff
- Potential Staff
- IAATO Observers

The online assessments can be accessed in the Field Operations Section at iaato.org or this login site: <https://candidate.speedexam.net/signin.aspx?site=iaato>

FAQs about the Online Assessment:

What happens if I have forgotten my password (applies to either the Field Staff Website and/or Online Assessment)?

Please press the Forgot Password Button:

Forgot your password?

A link will be provided by email to reset your password. Please check your SPAM for the email.

Which Assessment should I take?

Please ask your employer which Online Assessment is the correct one for you.

When do I have to take the Assessment?

Crew and Field Staff should take the assessment before departing for the field. Other staff categories may take the assessment at their leisure, preferably prior to the start of the season.

How do I know I have passed the Assessment?

After finishing the assessment, you can review the results. A 'Certificate of Achievement' will be immediately available to download upon passing the assessment. You can review your results under 'Exam History'; click on 'Exam Name' and 'Review'

To Download your certificate:

- i. Click Exam History (in the left hand column)
- ii. Find the Assessment.
- iii. Next to the name of the exam taken and passed will be a certificate symbol.
- iv. Click on the certificate symbol and print.



Electronic FOM

The Field Operations Manual is now a completely electronic living manual. The Field Operations Manual is available for download via the FOM Sync App (v4) or can be found on the flash drives which have been sent to the vessels. Sync files often to ensure users have the most up to date documents.

To Sync onboard, Vessels will need to add the following URLs to the IT system Whitelist:

apps.iaato.org/iaato

apps.iaato.org/fomsync/token

apps.iaato.org/fomsync/token_mobile

iaato.app.box.com

South Georgia Permit Holder Assessment

Different to the IAATO Online Assessment, GSGSSI has launched a Permit Holder Briefing & Assessment.

The new briefing applies to all Visit Permit Holders, and after successful completion, grants dispensation to make first landing outside of Grytviken (replacing the traditional briefings which took place at King Edward Point every 3 years).

The seasonal briefing can be completed online and provides essential information pertinent to the visit and seasonal updates to ensure the Permit Holder has the latest information and is aware of their important responsibilities. This learning is consolidated by taking an online assessment and evidenced by a Permit Holder Briefing Certificate. The pass mark is 80%.

Permit Holders are invited to take the briefing and assessment by following the instructions in the Permit Holder Briefing document found in the FOM – Section 13.

2022-23 IAATO FOM, Briefings and Education and Outreach Materials

Each Operator is responsible for supplying their vessels and field camps with the appropriate seasonal materials. Information has been sent directly to Operators as to how to access the seasonal materials.

The following information must be available to vessels and field camps:

1. IAATO Field Operations Manual (FOM) via FOM Sync App v4
2. IAATO Briefings and Animations
3. IAATO Education and Outreach

Should the vessels come across any non-IAATO vessels during the season, IAATO staff or crew are recommended to reach out and share the Education and Outreach information.

To Sync the FOM:

1. Double Click on the FOM Sync App Icon
2. The sync process will then start automatically and update the information.

Guidelines and Posters (FOM Section 19)

The IAATO and ATCM Posters are only available in English and Tagalog. Following feedback from the Operators, posters have been shrunk to A3 size and are available in Electronic Forms.

IAATO Operators are obliged to display the following Posters onboard:

- IAATO Birdwatching Guidelines
- IAATO Cetacean Watching Guidelines
- IAATO General Wildlife Watching Guidelines
- IAATO Seal Watching Guidelines
- IAATO Don't Pack a Pest
- ATCM Visitor Guidelines



IAATO: Polar Guide App

Not to be confused with the IAATO FOM Sync App for computers, the IAATO Polar Guide App for phones and tablets has been designed to enable users to stay apprised with the latest Antarctic Treaty, International Maritime Organisation (IMO) and IAATO vessel information for effective yacht and ship operations. It facilitates support of Antarctic science and conservation; and aims to enhance visitors' experience in Antarctica by highlighting selected citizen science projects.

Users can quickly refer to essential information in order to meet all IAATO and Antarctic Treaty System requirements for safe and principled operations on and around the white continent.

We hope the app is both valuable for IAATO expedition staff in the field and a helpful resource for anyone keen to learn more about Antarctica, the Antarctic Treaty and the work being done to preserve the continent's extraordinary landscape and wildlife.

Climate Change (FOM Section 20)

The FOM now houses a new section on Climate Change. IAATO members recognise the threat of global climate change to our planet including Antarctica. The information includes actions that member Operators have agreed to take to better understand and reduce our impact. It also houses a climate strategy for IAATO, developed by the Climate Change Committee. This information may be a useful resource to support your communications about responsible Antarctic travel and IAATO's approach to climate change.

Constructive feedback on the App is appreciated: please email operations@iaato.org.

The FOM is a living document and relies on your feedback and input. The IAATO Secretariat is here to assist you with any queries or issues. Please do not hesitate to get in touch; we are here to help and support you.

#weareIAATO