



# IAATO Observer Checklist for Provisional Members

## Dockside Yacht Observation – Part 3

We hope that your first trip as an IAATO Yacht was successful and that this process of the dockside observer and checklists has aided in your own operation.

Please take the time to complete this document and also use it as a tool for continuous improvement as well as a means of providing feedback on your trip to IAATO.

Please email your completed evaluation to IAATO within three weeks of finishing your cruise, 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 disembarking the vessel.

Please submit by email to: [operations@iaato.org](mailto: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

**Voyage Dates**  
(embarkation and disembarkation): \_\_\_\_\_

Participants Name \_\_\_\_\_

Date of Report \_\_\_\_\_

Name of Vessel \_\_\_\_\_

Name of Tour Operator/Organizer \_\_\_\_\_

Voyage sub-chartered to (if applicable) \_\_\_\_\_

Name of Skipper \_\_\_\_\_

### 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. Vessel Operation

### A. General

- Did you follow the IAATO Marine Wildlife Watching Guidelines during the voyage? Any questions or issues encountered while implementing them?

- Were all crew aware of the guidelines and could easily explain them to guests?

### B. Safety and Contingency Planning

- Which Search and Rescue (SAR) measures were put in place to ensure self-sufficient operations? In general, would you say that the principles of self-sufficiency and sound contingency planning were observed at all times?



- Did you conduct any onboard drills during the trip? If so which ones?

- Were any onboard drills scheduled that included damage control scenarios related to ice damage with control measures that considered the implications of cold weather environments?

- Did you conduct a comprehensive briefing on safety issues, including the mandatory liferaft safety drill, with all participants in attendance, and translated for non-English speaking participants? When was it conducted?

- Did you explain to guests precautionary measures to prevent accidents during particularly difficult weather conditions and/ or the Drake Passage? If so what?

- As conditions changes or shore landings organized, did you explain what would be suitable clothing for different conditions?

- Were safety briefings given at any other point during the voyage?

### C. Sewage and Waste Management

- Were crew and participants advised about the importance of sewage and waste minimization, and was instruction given to the participants about appropriate management practices? When was this given and what was explained to them?

- Was food waste retained onboard until north of the convergence? If so, please describe how.



- If not, how was food waste dealt with and were poultry products separated out from other food garbage?

- At what point on the return passage was galley wastes discharged overboard? Was it above the Antarctic Convergence?

## 2. IAATO Standards and Regulations

### A. Participants and Crew Briefings

- Did you give the IAATO Safety and Conservation Briefing (PowerPoint and Animation presentation) given prior to landing participants in Antarctica? If not, why not? Please describe the briefing given?

- Were copies of Recommendation XVIII-1 (1994 Visitor Guidelines) or the ATCM Resolution 3 (2011) General Guidelines for Visitors distributed to participants with this briefing?

- Were copies of the guidelines provided to non-English speaking participants in one of the following additional languages? (Spanish, French, Italian, Dutch, German, Russian, Mandarin Chinese, Japanese)

### B. Coordination of other vessels

- Did you need to coordinate your movements with other vessels? By what means of communication was this carried out?

### C. Pre-landing Action

- Did you observe the 'rest period' for wildlife (usually from 2200-0400 hrs)?

- Did a member of the crew or skipper join the participants ashore on a regular basis? If not, why not and how were the guests supervised?



- Did you conduct a briefing or prior to landing to advise on the peculiarities of the site being visited, the expected conditions, possible boundaries, behavior around wildlife, and any other relevant safety and environmental issues?

- In general, how were the participants managed ashore to ensure compliance with management plans, environmental conditions and safety practices if necessary?

**D. Management Approach**

- Were Antarctic Treaty and IAATO Site Guidelines consulted and followed when planning the landings? Did any question arise from their use?

- Did you find there was a particularly effective way to manage the participants ashore organized by the crew? If so, please describe.

- Did all the crew responsible for activities ashore demonstrate a good working knowledge of the ATCM Site Guidelines

**E. Biosecurity Measures**

- How were IAATO's Boot and Clothing Decontamination Guidelines implemented?

- At the sites how did you delineate Closed Areas, Guided Walking Areas and Free Roaming Areas at sites with ATCM Site Guidelines for your guests?

- Was there a briefing and a clothing check organized so that all precautions were taken to avoid the translocation of seeds and other organisms to and within Antarctica? Please describe the methods, protocols and equipment used to accomplish appropriate biosecurity?



- Did participants clean their backpacks, camera bags, tripods and clothing (particularly Velcro attachments and pockets) to avoid the possible translocation of diseases? When did this occur?

- Was there a thorough cleaning of all gear - full boot and clothing decontamination incl. vacuuming - done between distinct regions (e.g. South Georgia and Antarctica)?

- Was Virkon used as disinfecting solution, and if not, what alternative was used?

#### F. Activities Ashore

- Please review the ATCM General Guidelines for Visitors (Resolution 3-2011) or Recommendation XXVIII-1, Guidance for Visitors to the Antarctic. Do you feel you were able to comply with them during the voyage? What challenges arose?

- Did a member of the crew always accompany the participants while on shore? If so, whom?

- Did you provide educational information for the participants? If so in what form?

#### G. Safety Ashore

- During the briefings ashore, was attention also paid to safety aspects and possible hazards? Please give some examples.

- In general, would you say that participants were well supervised by the crew at all times?



- Was there emergency equipment available in the Zodiacs or other landing craft, as well as ashore? If so, please include a list of the contents, how stored and landed.

- Were all crew members equipped with VHF radios, and capable of contact at all times?

- After each landing, did you ensure that all participants had returned to the ship or land-based facility? How were passengers accounted for?

- During the trip did any issues arise regarding the principles of self-sufficiency and sound contingency planning?

## H. Landing Craft Operations

- Were instructions given to the participants on how to use small boats or other landing craft safely? IF so what instructions were given?

- Were all participants required to wear a Personal Flotation Device (PFD) when in the landing crafts?

- Was the crew driving the landing craft qualified, and respectful of wildlife? Were IAATO Marine Wildlife Watching Guidelines observed at all times? Where there any unusual encounters?

- Review the IAATO Guidelines for small boat activities in the vicinity of ice. Were you able to follow these? Did any questions or challenges arise?



- In general, would you say that landing craft operations were organized safely and efficiently at all times? Did you encounter any surprises or issues?

### I. Compliance with Standard Procedures for Station Visits

- Were Antarctic Research Stations visited? If so which?

- Did you ever have to cancel a visit? If so how and when was this done?

- Did you explain to guests the importance of not letting visits ashore interfere with Antarctic scientific work?

### J. Other Activities

- Were there other types of activities conducted, such as helicopter flights, kayaking, scuba diving, mountaineering or camping? If so, please describe.

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

### 3. Other Observations and Recommendations

Please elaborate on any other comments or recommendations now that your first trip is complete.

Thank you for your time. If you have any follow up questions regarding general field operations please contact IAATO.