

**science**  
**transit voyage**

**advice to applicants**

*RV Southern Surveyor 2012-2013*



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## ADVICE TO APPLICANTS

### Introduction

Each year RV *Southern Surveyor* undertakes a number of transit voyages between the ports where one research voyage finishes and the next research voyage starts.

The primary purpose of a transit voyage is to reposition *Southern Surveyor* prior to the commencement of its next scheduled research voyage. An additional 24 hours has been scheduled into each transit to accommodate off voyage track activity, depending on ships progress along the transit route. Any science activities undertaken on transit voyages are therefore opportunistic, although all efforts are made to maximise the science.

Transit Voyage projects offer researchers the opportunity to gather data or samples while the vessel is underway and to conduct a limited sampling program for which it would not be efficient to mobilise a dedicated voyage. Transit Voyages also provide a unique opportunity for marine science students to experience the environment on a working research vessel. This experience will have maximum impact where the data and samples collected contribute to a research program or provide an opportunity to demonstrate proof-of-concept.

Applications to place a science party aboard *Southern Surveyor* during a transit voyage will be considered in the context of the schedule of research voyages approved by the Marine National Facility (MNF) Steering Committee which is an independent committee appointed by the Minister for Innovation, Industry, Science and Research.

*Southern Surveyor* is equipped to support research in the following general areas:

- Physical, chemical and biological oceanography.
- Marine geoscience.
- Environmental sciences.
- Fisheries research.

The vessel is well suited to undertake multi-disciplinary research projects.

All applicants should familiarise themselves with the capabilities of *Southern Surveyor*, its equipment and the support services provided, to ensure that their proposed project can be successfully undertaken in the time available.

*Southern Surveyor* is a CSIRO workplace and all work on the vessel must comply with CSIRO HS&E policy. Should your application be successful, the Operations Manager will assist you in conducting an appropriate risk assessment for your work.

For this round of applications, successful applicants will be offered berths on transit voyages between **July 2012 and March 2013**. There are five transit voyages during this period.

## Support provided by the MNF

### The vessel – RV *Southern Surveyor*

Applications to the MNF for transit voyage projects are for a berth or berths on board *Southern Surveyor* during a transit voyage. Successful applicants will be offered berths based on their application.

### MNF equipment

Subject to voyage requirements either side of the transit, requests for access to the MNF equipment pool will be considered.

Applicants should note that various pieces of equipment require additional support from MNF technical staff while at sea. All applicants should familiarise themselves with the equipment available and the associated technical support needed to operate it.

### Use of applicants' own equipment

In many instances *Southern Surveyor* can deploy equipment owned by the applicant or from sources other than the MNF equipment pool. If you wish to deploy such equipment you should consult with the Operations Manager to ensure that it can be safely used on *Southern Surveyor*.

Any non-MNF equipment deployed from *Southern Surveyor* is done so at the owner's risk. The MNF will not accept any responsibility for owner supplied equipment.

Applicants should note there is no additional time allowed for the installation and removal of equipment outside the voyage schedule. If applicants have concerns about the timing of these activities, they should contact the Operations Manager to discuss.

## Eligibility

All researchers employed by an Australian research organisation, based in Australia, are eligible to apply for time on *Southern Surveyor*.

Applicants must be able to demonstrate the full support of their own organisation for the research project proposed before their application can be considered.

### Australian research organisations include (but are not confined to):

- Universities.
- Commonwealth research agencies (e.g. CSIRO, Geoscience Australia, Australian Institute of Marine Science).
- Cooperative Research Centres.
- Museums.
- State and Territory research organisations.

## Principal Investigators

Principal Investigators are the lead scientists for the proposed research to be undertaken on *Southern Surveyor*. Any application for use of the vessel must name an eligible Chief Scientist. This person, who will usually be the lead Principal Investigator/Applicant, will be the contact person for the application. The

Principal Investigator's organisation will be the lead organisation for the application.

Applicants can also list other Principal Investigators as co-investigators in their applications. These people do not necessarily have to come from the lead organisation.

The MNF encourages applications from new users and from early career researchers. While the MNF will only consider applications from eligible Australian researchers as the Principal Investigator, it sets no limits on the nationality of personnel that might be included in the scientific team for any particular project. The MNF encourages the participation of international collaborators in transit voyages undertaken on *Southern Surveyor*.

## Area of operations

The start and end points of transit voyages are fixed, as are their dates and the duration of the voyage.

While an allowance of time is provided on transit voyages for the conduct of research, Principal Investigators will be limited by the extent to which *Southern Surveyor* is able to deviate from its planned route between ports.

The area of operations during a transit voyage will be constrained to the area immediately adjacent to the route between the start and finish ports. Deviations from the most efficient route between ports will be considered but must not be so great that scheduled arrival times at the destination port cannot be reliably achieved.

## Types of projects supported

Transit voyage science is opportunistic and prevailing conditions may alter the time available for science. Flexibility is important when planning stations and the voyage track.

### Transit voyage science

Projects that make use of data and samples that can be collected while the vessel is underway will be best placed to maximise their results from a transit voyage. Transit voyages also provide an opportunity, usually not available on dedicated research voyages, for Honours students and PhD candidates to develop projects and obtain data and samples in support of personal research projects.

### Equipment limitations

When planning a transit voyage project, Principal Investigators should be mindful of the conflict that will arise between the desire to deploy large, complex suites of equipment and the voyage imperatives. Principal Investigators should also consider the time required to mobilise and demobilise their research party and to conduct the program proposed in the context of the time available on the transit voyage.

Transit voyages are opportunistic and prevailing conditions can alter the time available for science. Flexibility must be a priority when planning stations and voyage tracks.

## Education goals

Consistent with the MNF Steering Committee's goal of maximising opportunities for students to participate in research voyages, applicants for Transit Voyage berths are encouraged to include educational elements in their projects. Projects with strong student involvement will receive favourable consideration in the assessment process.

## Determining capacities

*Southern Surveyor* has limits on the types of research it can successfully support. Applicants should keep these in mind when completing their application.

### Endurance and range

Issues of endurance and range will not typically be a concern as the location and duration of transit voyages is determined by the schedule of adjoining research voyages.

All applications for the use of *Southern Surveyor* will be assessed against the time available to complete the program of scientific research proposed by the applicant.

Projects that need to be undertaken over more than one voyage and coordinated proposals from different organisations will be considered. There may be more than one application scheduled on a transit voyage.

## Number of scientific personnel

There are 12 to 15 berths available for scientific personnel on the vessel. These are occupied by the members of the Principal Investigator's research team and MNF support staff.

### MNF staff:

- Assist with the operation of equipment.
- Provide hydrochemical analysis services.
- Provide equipment maintenance services.
- Provide calibration services.

On each voyage a minimum of two support staff from the MNF are provided as a matter of course – a computing technician and an electronics technician, one of whom may take the role of Voyage Manager. Three berths are also allocated as MNF support staff training berths to assist in building capacity for the transition to the RV *Investigator*.

Present MNF policy is that swath data will be gathered on all transit voyages.

Other MNF support staff can be made available if required, depending on the MNF equipment to be deployed and the complexity of the voyage.

Depending on the circumstances of the voyage, the MNF may choose to appoint a dedicated Voyage Manager.

After the assignment of the required MNF staff, up to ten berths remain available for others. At sea the vessel operates for 24 hours a day over two 12 hour watches.

Because of the limited number of berths available, and that more than one project may be conducted on a single voyage, all personnel are expected to assist other projects when required.

## Project costs

Applicants should note that the real costs of operating *Southern Surveyor* are around \$47,000/day. These costs cover the basic services provided by the MNF, for example: crewing; fuel; a defined level of technical support; and equipment use. Users of *Southern Surveyor* are not expected to meet these costs.

Successful applicants are required to meet the costs of victualling and accommodation onboard for the science team excluding MNF support staff, presently \$44 per person per day which includes GST. These charges are applicable from the day a person joins the vessel to, and including, the day a person leaves the vessel.

Successful applicants for a transit voyage will also be expected to meet other costs associated with their research projects. These include:

### i) Specialist consumables

Some items of MNF equipment require specialist, high cost consumables – their use is charged back to users on a cost recovery basis. These should be identified in discussion with the Operations Manager.

### ii) Communications from *Southern Surveyor*

Basic email services are provided by the MNF. Use of the vessel's communication systems beyond the basic service provided may be charged back to the Principal Investigator's organisation.

### iii) Additional support

Additional technical support or hydrochemistry support beyond the level provided by the MNF will be at the Principal Investigators expense.

### iv) Transport of people and equipment

The successful applicant is responsible for all costs associated with the transport of persons and, equipment and chemicals owned by the lead organisation to and from the vessel. This includes the cost of transporting samples from the vessel to the applicant's laboratory.

## Assessment of applications

### Prerequisites

Before an application may be considered for assessment the applicant must demonstrate:

1. The proposed project can be undertaken successfully on *Southern Surveyor*. Any issues with regard to the feasibility of doing the work should be discussed with the Operations Manager before submitting an application.
2. Sufficient resources are available for them to meet all the costs and other requirements not provided through the MNF to ensure the successful completion of the project. Applications will not be considered unless authorised by the head of the lead organisation's business unit.

### Process

An initial assessment of transit voyage applications will be conducted by the MNF Ship Management Team.

Recommendations are then made to the MNF Steering Committee who can accept the recommendations, seek further assessment or amend the recommendations.

Proposals may be referred for review to the MNF Steering Committee where:

- The scientific or technical merit of the proposed project is not clear to the Ship Management Team.
- Competing applications for use of transit voyage time are equally feasible and mutually exclusive.

Applicants will be provided with feedback on their application following the MNF Steering Committee's determination.

### Assessment criteria

The assessment criteria are:

- The scientific and/or technical excellence of the project.
- The potential of the project to contribute to Australia's national benefit with particular reference to its potential to deliver a strong educational outcome.
- The ability of investigators to successfully undertake the project.

## **Notification of successful applicants**

All successful applicants for transit voyage berths will be advised by Friday, 9 March 2012. At this time a firm offer for berths will be made and an indication of the total victualling costs provided.

Offers are made in good faith, but will be subject to operational changes. Applicants should be aware that it may become necessary to amend voyage schedules and that the available science time may be reduced by a variety of causes including port delays, bad weather and equipment malfunctions.

## **Obligations of successful applicants**

### **Permits for working in foreign waters**

Applicants with proposals for work to be undertaken where the vessel is in transit through foreign waters are advised that prior approval must be obtained before entering and working in those waters.

It is the responsibility of applicants to determine whether their project will require operations in foreign waters and to note this on their Application Form.

Permission to collect data and samples in foreign waters is a matter for the respective Governments. Applications for foreign clearance approval will be processed by MNF staff through Australia's Department of Foreign Affairs and Trade.

The United Nations Convention on the Law of the Sea (UNCLOS) sets general conditions, responsibilities and obligations for undertaking marine research in the Exclusive Economic Zones (EEZ) of foreign countries. In many cases a nation's EEZ occupies an area of at least 200 nautical miles (nm) radius from a nation's coastline. This leads, in areas such as the South Pacific, to very small island nations controlling large volumes of ocean waters.

Requirements for permits vary from country to country. However, all are based on the interpretation of UNCLOS and there are a number of common features for all countries. These include at least six months notice, in writing, requesting permission to work in another country's waters.

Conditions for scientific work in foreign waters are becoming increasingly stringent. Applicants intending to submit a proposal for work in foreign waters should familiarise themselves with all the requirements needed to obtain clearances.

### **Permits for working in waters protected by the Australian Government**

It is the responsibility of successful applicants to identify the need for and obtain necessary permits for the conduct of research.

The Australian Government has declared Marine Protected Areas (MPAs) within Australia's Maritime Jurisdiction. There are restrictions on what activities can be undertaken within these waters and in most cases

permits are required to undertake scientific work. It is the responsibility of applicants to ascertain whether they will be working in such waters and to obtain whatever permits are required.

MPA details can be found at the Australian Government's Department of Sustainability, Environment, Water, Population and Communities website: [www.environment.gov.au/coasts/mpa/](http://www.environment.gov.au/coasts/mpa/).

Information and permit applications may be obtained from the Director Marine Protected Areas section, Department of Sustainability, Environment, Water, Population and Communities, P.O. Box 787 Canberra ACT 2601. Phone: (02) 6274 2111.

Applicants are reminded that permits are required before some activities may be undertaken in many parts of the Great Barrier Reef Marine Park. Responsibility for obtaining permits for such projects rests with the applicant. Information and permit applications may be obtained from: The Chairman, Great Barrier Reef Marine Park Authority, PO Box 1379, Townsville, Queensland 4810.

Applicants should also be aware that the Australian Fisheries Management Authority (AFMA) now requires a permit for any biological material collected on a research voyage in Australian Government waters. The application for a scientific permit (form SP1) can be found at the AFMA website: [www.afma.gov.au/information/publications/forms/licensing/](http://www.afma.gov.au/information/publications/forms/licensing/).

The Operations Manager will supply the ship details you require to complete this application.

## Permits for working in waters protected by State and Territory Governments

States and Territories have also declared parks, marine reserves and other protected areas within their coastal waters. It is the responsibility of applicants to obtain necessary permits for operations within these areas.

Applicants should contact relevant State or Territory authorities for information on what permits might be required within State or Territory waters.

## Reporting the outcomes of Science Transit Voyages

The Chief Scientist of a Science Transit Voyage is required to submit an Operational Report within a week after completion of a transit voyage.

The Chief Scientist is also required to submit a Voyage Summary to the Operations Manager within one month after the completion of the transit voyage.

Research Voyage Summaries provide part of the permanent scientific record of the activities of the MNF. Information provided by Chief Scientists may be distributed through publications, reports, and via the MNF web page at the discretion of the MNF Steering Committee.

Guidelines for the preparation of Voyage Summaries will be provided as part of the planning process.

Access to *Southern Surveyor* is provided based on the expectation that there will be a scientific or educational outcome arising

from the data and samples gathered during a voyage. The MNF expects work to be reported in peer reviewed scientific journals, reports or other publications.

Chief Scientists also need to submit a list of publications that arise out of work carried out on *Southern Surveyor*. These may be peer reviewed papers, conference papers, reports or any other relevant publication.

The MNF may also require that Chief Scientists and other participants become involved in media activities before, during and on the completion of transit voyages. Any such activities will be managed by MNF communications staff.

## Other considerations for applicants

### Use of radioactive substances

Applicants with proposals that include the use of radioactive substances are reminded that the *Federal Environment Protection (Sea Dumping) Act 1981* prohibits the dumping of radioactive waste or other radioactive material at sea.

Users of radioactive materials on board *Southern Surveyor* must comply with the Act and its Amendments and any requirements of ARPANSA. Details are available on request from the Operations Manager. Applicants are advised that Transit Voyages are not typically suited to radiological work.

## Data and scientific samples

The MNF Steering Committee has determined that all data collected during *Southern Surveyor* voyages should be made publically available as soon as possible after every voyage via the Australian Ocean Data Network. The metadata for this data must be ISO19115 compliant.

Applicants wishing to embargo data must apply to the MNF Steering Committee in writing at the time of lodging their application, detailing the reasons and period sought for the embargo. The MNF Steering Committee will only approve an embargo under exceptional circumstances.

All samples removed from *Southern Surveyor* after a research voyage that can be preserved must be accessible and lodged in a national repository where one exists, or else curated by the Chief Scientist's lead organisation for at least seven years after the voyage on which they were collected.

## Chief Scientist

Applicants for use of the MNF are invited to nominate a Chief Scientist and an alternative Chief Scientist for their transit voyage from the list of Principal Investigators. The Chief Scientist, who will usually be the lead Principal Investigator who submitted the application, is responsible for the planning, management of the scientific program at sea and the reporting of research transit voyages.

Where a number of projects are approved for an individual transit voyage one of the nominated Chief Scientists will be selected to lead and manage the research activity by the MNF Steering Committee.

These responsibilities include meeting deadlines for submission of voyage documents, plans and summaries.

### **Voyage Plans**

Voyage Plans are an essential part of planning for any voyage. The Chief Scientist for any successful Science Transit voyage application must provide a detailed Voyage Plan:

- Seven months before the date of sailing for projects being undertaken in foreign waters.
- Three months before the date of sailing for projects being undertaken in Australian or international waters.

Successful applicants will be provided with proformas for Voyage Plans and other supporting documentation as part of the planning process.

### **Indemnity**

Before research voyages commence, participants who are not CSIRO employees and their employers (sponsoring organisation) will be required to sign a form indemnifying the Commonwealth against loss, damage or injury to personnel or equipment during their presence on the vessel.

### **Medical requirements**

All personnel must be in good health. If the voyage is for more than five days a medical certificate from a doctor must be submitted. Participants requiring a medical certificate will be required to provide personal details and to provide a declaration that:

- The medical certificate they have presented is accurate.
- They are aware that no expert medical service is available on board.

Alcohol, non-prescribed drugs and stimulants are not permitted on board.

Smoking is not permitted within the vessel.

## **Contact Details**

### **Marine National Facility**

GPO Box 1538  
Hobart Tasmania 7001  
**Fax:** (03) 6232 5191

### **Ron Plaschke**

Director, Marine National Facility  
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### **Don McKenzie**

Operations Manager  
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### **Lisa Woodward**

Operations Officer  
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**Phone:** (03) 6232 5140

## APPLICATION FORM

The following notes are aimed at providing a guide to assist you in completing the application.

Familiarise yourself with the vessel and its equipment before completing an application to ensure that the science program you propose can be undertaken. More information about the vessel can be found on the MNF website ([www.marine.csiro.au/nationalfacility/](http://www.marine.csiro.au/nationalfacility/)) under *Southern Surveyor*.

### **Matters to consider before completing the Application Form**

The Application Form is the primary source of information for the assessment of your proposal. You must submit your application as a completed proposal that is ready for implementation and that does not require submission of further information. Please ensure that all the information requested is provided and in the format specified.

### **Accuracy and completeness of information**

Applicants should ensure that all information provided in the application is accurate.

If your application is incomplete or contains information that is considered false or misleading it will not be considered for assessment.

No application will be considered for assessment without a signed authorisation (Section D) from the applicant's lead organisation.

### **Transit Voyage applications**

The application process for transit voyage berths is a simpler process than for dedicated research voyages.

Applicants are not expected to meet the exacting standards of completeness and detail expected of a full research voyage application. Keep applications succinct while providing sufficient detail to allow proposals to be objectively assessed.

To facilitate an efficient and effective process, applications for the MNF are handled electronically. All exchanges between applicants and the MNF will be by email.

Applicants should ensure that their applications are submitted in the format specified in the instructions and on the form provided.

Applicants may not have the facility to provide required signatures electronically. Part D (Project Authorisation) can be returned separately from the main application but must be received no later than the closing date for applications.

A proposed voyage track that can be viewed using Microsoft Word should be included in your proposal.

The body of the application should be limited to two A4 pages. Applicants are encouraged to be concise.

### **Confidentiality**

Information provided in applications is regarded as confidential by the MNF. On this basis it will be made available only to MNF operational staff, and members of the MNF Steering Committee.

### **Application timetable**

The Call for Applications opens Monday, 21 November 2011. Applications must be received by **17:00 Friday, 17 February 2012**.

All applicants will be notified by **Friday, 9 March 2012**.

## Information required for the Application Form

The following information is provided to assist in completing the Application Form.

### A. KEY DETAILS

#### 1. Project title & voyage

Please provide a short descriptive title for your project title and the transit Voyage as per the schedule (e.g. ss2011\_t05).

#### 2. Principal Investigator

Please provide the details requested. The Principal Investigator (PI) is the contact for all communication regarding this application.

#### 3. Other Principal Investigators

List the names and affiliations of other scientists who will be major collaborators in this project. You should list both Australian and overseas Principal Investigators involved in the project.

#### 4. Chief Scientist

The Chief Scientist will be responsible for:

- Organising the science program.
- Management and execution of the science program at sea.
- Reporting the project's outcomes.

For a more complete description of the responsibilities of a Chief Scientist refer to the MNF's Chief Scientist's Manual available on the MNF website at [www.marine.csiro.au/nationalfacility/docs.html](http://www.marine.csiro.au/nationalfacility/docs.html).

On transit voyages the scope of a Chief Scientist's activities will not be as broad as on a research voyage. It is therefore a good opportunity for marine researchers to gain experience in managing scientific research at sea.

The only restriction on Chief Scientists is that they be eligible applicants – that is, that they be employed by an Australian research organisation based in Australia.

### B. WORK PROGRAM

Project outcomes are important criteria for the assessment of applications. Please take particular care to address these clearly and concisely.

Transit voyage science is opportunistic and prevailing conditions may alter the time available for science. Flexibility is important when planning stations and the voyage track.

#### 5. Project description

Please keep your remarks clear and concise so it can be easily understood by a non-specialist. Briefly describe your project addressing the background, scientific objectives, significance and methods to be employed during the voyage.

#### 6. Project outcomes

Summarise the expected outcomes and outputs of your project:

- a) The scientific outcomes.
- b) International collaboration.
- c) Opportunities for student involvement.
- d) How you intend to disseminate the results of your project.

### C: LOGISTICS

#### 7. Voyage track

A voyage track needs to be pasted into a MS Word document and sent with the application. If you are not sure what is required contact the Operations Manager.

Applicants are reminded that deviations perpendicular to the direct track are the least efficient and are therefore encouraged to plan accordingly. Proposed routes that take the vessel into less than 20m water depth or within 1nm of land should first be discussed with the Operations Manager.

#### 8. Data acquisition and sampling program

Briefly describe your data acquisition and sampling program, approximately how long each task will take and a total time for the program. It is important that the operations staff understand what you want to do. They can then accommodate it in their planning and if there are any problems, discuss it with you prior to the voyage.

Subject to the length and location of the voyage, an additional 24 hours is provided to accommodate a research project or educational program.

This includes any additional time for mobilisation and demobilisation.

Transit voyages are different in character from dedicated research voyages. On a transit voyage the general route that the vessel will take is pre-determined. As additional time has been allowed for the conduct of research on transit voyages opportunities are available for the vessel

to deviate from the most direct route and for the vessel to slow down or stop in order to support a sampling program.

Applicants are asked to estimate:

- The additional distance their project will require the vessel to travel and the speed(s) that they wish the vessel to make over these legs.
- Variations from planned speed over the direct route.
- The duration of sampling stops.
- The time it is likely to take to mobilise / demobilise personnel and equipment.

To enable MNF Operations staff to objectively assess the feasibility of the proposed project within the time scheduled for a transit, voyage applicants must supply sufficient information for a reasonable estimate to be made of the impact of their project on the total time required to conduct the voyage.

## 9. Number of berths required

Indicate the number of berths required.

There are 15 scientific berths available on *Southern Surveyor*.

The scientific contingent includes MNF support staff and participants from your project. MNF electronics and computing support staff will occupy two of these berths and three additional berths will be used for MNF support staff training. Typically, this would leave ten berths available for the Chief Scientist, watch leader(s), other academics and students. Requests for hydrochemistry or swath support would mean a loss of additional berths.

## 10. Working in waters of foreign countries

Please indicate whether your proposed voyage will be operating in waters controlled or claimed by foreign countries.

It is strongly recommended that applicants consider consulting their scientific colleagues in the countries in which they intend to work when developing their applications.

If your application is successful the MNF will arrange clearances through the Australian Department of Foreign Affairs and Trade. Please note that any clearance only applies to the vessel. Successful applicants are responsible for clearances such as permits or visas relating to individuals involved in a voyage.

Separate clearances will be required for each country in whose waters you travel, so please indicate all countries in which the vessel will collect data or samples.

Applicants are responsible for arranging customs and quarantine clearance for all samples and equipment returning from overseas voyages.

## 11. Working in Australian protected waters

Does the project involve working in Australian (Commonwealth, State or Territory) protected waters, for example Marine Parks, Marine Protected Areas, protected fisheries areas etc?

Does your program involve the collection of any biological material whatsoever (including benthic sleds and plankton nets)?

It is the responsibility of successful applicants to arrange permits and clearances for such work.

## 12. Equipment, facilities and services

Transit voyages are not suited to large, complex equipment deployments. In particular heavy trawl gear is not suitable for use on a transit voyage.

### (i) MNF equipment

Please list indicate the MNF equipment and services you require to support your program. Refer to the Scientific Equipment, Facilities and Services Requirements form for a list of equipment.

This form can be found on the MNF website.

Please note that equipment may be limited to what is already on the vessel and may be dependent on the voyages either side of the transit.

### **(ii) User equipment**

What equipment will you be providing?

Please provide a detailed list of your equipment and the requirements for it to be deployed at sea.

If you have concerns about the suitability of the MNF to deploy this equipment consult the Operations Manager. You should also consult them on the time needed to mobilise and demobilise this equipment.

### **(iii) Special requirements**

Please specify any special requirements that arise from your program. Please address matters such as space required, power accessibility, etc.

## **D: PROJECT AUTHORISATION**

No application will be considered by the MNF unless it is supported by the applicant, usually the Chief Scientist, and the head of the lead organisation's business unit. The head of the lead organisation's business unit will require the appropriate level of authority to commit their organisation to provide the necessary staff and resources required to successfully complete the project outlined in the application.

Part D of the Application Form can be submitted as a scanned copy attached to email, by fax or by mail separately from the electronic copy of the remainder of the application. Applications will not be assessed until all parts of an application are completed and received.

### **13. Signature of Chief Scientist**

Include the signature of the Chief Scientist or the lead Principal Investigator/Applicant if they are not the Chief Scientist.

### **14. Signature of the head of the lead organisation's business unit**

Please note that approval by a relevant authority means that the Chief Scientist's organisation has indicated that it will provide the necessary staff and resources required to successfully complete the project outlined in the application.