# When preparing an application please consult the NERC Arctic Research Station guidelines at:

**https://www.arctic.ac.uk/uk-arctic-research-station/how-to-apply/**

# Year/Season in which access is requested

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# A. Lead Applicant Details

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| PI Name: |  | Position/  Institution: |  |
| E-Mail: |  | Tel/Fax:  Mobile: |  |
| Work Address: |  | | |

# B. Project Title

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**C. Funding**

**Provide details of financial support for the project, including total budget and funding body. Where applicable please provide the grant reference number**.

Note: researchers will be responsible for their own travel, in transit accommodation costs, research costs and KBC Mess Hall charges. What to budget can be found on the Arctic Office website here: <https://www.arctic.ac.uk/uk-arctic-research-station/how-to-apply/costs/>

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**D. Project Objectives**

List main objectives of the proposed research in order of priority (maximum 500 words)

Note1: This information may be circulated to other Ny-Ålesund stations and published on the NERC/Arctic Office webpages.

Note2: Ny-Ålesund Radio Frequency Rules - Permission from the Norwegian Communication Authority (NKOM) is required for the frequency range 2 – 32 GHz in the area within a 20km range of Ny-Ålesund. If necessary NKOM will discuss details with Statens Kartverk before issuing a licence. Further information can be found here: https://nyalesundresearch.no/research-and-monitoring/researchers-guide/using-radio-frequences/

Note3 – Should you wish to use UAVs, please see <https://nyalesundresearch.no/research-and-monitoring/researchers-guide/using-air-space/>

**In all instances, please discuss plans with the Station Manager prior to submission of this application form**.

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**E. Proposed Fieldwork**

Provide details of geographical locations and planned activities (maximum 500 words)

Note1: This information may be circulated to other Ny-Ålesund stations and published on the NERC/Arctic Office webpages.

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# F. Proposed Timing of Visit: Provisional Arrival & Departure Dates and Project Duration

Please discuss dates with the Station Manager before making any travel bookings.

Note1: Please be aware that 1.5 days will be required to complete the station briefing, training and field skills assessment.

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# G. Personnel

Provide details of all project personnel expected to travel to Ny-Ålesund (including PI if appropriate). **Please note that working alone in the field is not allowed.**

Note1: In 2021 the Norwegian Government imposed new rifle laws in Svalbard. Rifle bearers must hold a Svalbard rifle permit provided by the Svalbard Governor’s office. Permit applications, which can take up to 6 weeks to process, must be accompanied by a police background check (issued in your home nation) and proof of rifle training. Please indicate (Y/N) if rifle training is required and BAS Operations will assist in booking an approved course. In addition, Personnel who plan to carry a rifle will be further assessed by the NERC Station Manager on arrival in Ny-Ålesund as part of the Station briefings.

Note2: In confidence, individuals will be asked to provide medical details which will be assessed by the BAS Medical Unit. A**s part of this process, all field team members will also be required to complete a medical examination.** The cost of the medicals for each field team member will need to be met by the project.

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| Name | Position | Email address | Institution | Rifle Training (Y/N) |
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**H. Field Skills and Experience**

Please provide a brief summary of the field skills and past field experience of all team members (including PI) relevant to your visit (mountain/glacier travel, boat handling etc.)

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# I. Laboratory and Storage Requirements

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# J. Chemicals to be introduced to the Station

Your name must be marked on each chemical container. Chemicals must be removed from the station at the end of the field season.

COSHH Assessments will be required for approved projects.

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# K. Logistical Support

If logistical support is required please give brief details

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| Boat Support Required (Y/N) |  | Skidoo Support Required (Y/N) |  |
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| NERC USE ONLY | | | Risk Assessment Received |  |
| Approved | Signed | Date | COSHH Assessment Received |  |
|  |  |  | Travel Dates Received |  |

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| **Return completed applications to the Station Manager Iain Rudkin (informal discussion with the Station team prior to application is strongly encouraged)** | British Antarctic Survey, High Cross, Madingley Road,  Cambridge, CB3 OET.  Tel: 01223 221502,  Email: iadk@bas.ac.uk |
| **Copy applications to NERC Arctic Office** | Email: [arctic@bas.ac.uk](mailto:arctic@bas.ac.uk)  Tel: 01223 221468 |
| **Format** | *Submission as an email attachment, expand boxes as required.* |