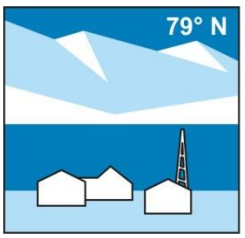
THE NY-ÅLESUND CHARTER

April 2017



NySMAC

THE NY-ÅLESUND SCIENCE MANAGERS COMMITTEE

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PREFACE

Charter: "A written contract between individuals"

This charter document endeavors to record policies agreed by the Ny-Ålesund Science Managers Committee (NySMAC) since its creation in 1994. The document also includes milestones in the evolution of the Ny-Ålesund Research Station since its beginning in 1991.

HISTORY

The Kings Bay Kull Company mined coal at Ny-Ålesund from 1916 to 1962 with brief interludes when it was a supply station for the fishing industry and a period with no activity during the Second World War. The settlement also served as a launch site for some early North Pole expeditions and dabbled in early Arctic tourism. Scientific observations began in 1964 when the European Space Research Organisation (ESRO) opened a satellite telemetry station. In 1966 ESRO was joined by the Tromsø Northern Lights Observatory. In 1968 the Norwegian Polar Institute opened a research station and in 1972 Cambridge University (UK) opened a summer field base.

The first regular Norway – Svalbard air-link in September 1975, providing one flight per week, made Svalbard the most accessible high polar region. Numbers of scientists and "expeditions" increased dramatically. The Norwegian Government saw the importance of a location for field based science in Svalbard and chose Ny-Ålesund with its varied topography rich in polar flora and fauna and existing infrastructure including a harbour and airstrip.

The Ny-Ålesund International Scientific Community which began in 1991 included four research stations. The name "Kongsfjorden International Research Base" (KIRB) was later created to refer to the entire Ny-Ålesund and Kongsfjorden area.

In time, with the addition of more stations it became clear a committee should be established to manage research activity and promote inter-station collaboration, mutual understanding and friendship. The committee, comprising a representative from each station was named the Ny-Ålesund Science Managers Committee (NySMAC). Kings Bay entered as an observer. Later Research Council of Norway (RCN) and Svalbard Science Forum (SSF) also entered as observers.

THE NY-ÅLESUND CHARTER

CONTENTS

1. MISSION STATEMENT FOR NY-ÅLESUND

The Norwegian government formulated a goal that Ny-Ålesund be developed into a leading international Arctic research and monitoring station.

The Norwegian Ministry of Environment White Paper no. 42 “Norwegian Polar Research”, 1992-93, states that:

- A prerequisite for Ny-Ålesund continuing to attract Norwegian as well as foreign scientific activities is that the local human impacts on the environment are kept at a very low level.
- Other activities in the area must adapt to the conditions set by scientific research and monitoring.

The following Mission Statement for Ny-Ålesund was adopted by the Ny-Ålesund Science Managers Committee, 24 August 1997:

Ny-Ålesund Mission Statement

1. Serve as an international station for scientific research and monitoring;
2. Encourage international scientific cooperation;
3. Give priority to scientific research and monitoring that is dependent on the near pristine environment or unique qualities of the Ny-Ålesund area, in particular research related to long range pollution, climate change and polar ecology;
4. Preserve the near pristine environment of the Brøgger Peninsula and the Kongsfjorden area, as well as the cultural heritage of Ny-Ålesund;
5. Keep local human environmental impacts at the lowest possible level so as not to jeopardize scientific research and monitoring;
6. Give scientific research and monitoring priority over other local human activities, such as tourism and commercial fishing;
7. Be a prime example of the sustainable operation and development of a research station in the Polar Regions.

The success of the station will be judged on its scientific merits and achievements.

2. VISITORS TO NY-ÅLESUND (SCIENTISTS AND OTHERS)

Each station will assess requests for their support. The assessment should include quality of research, compatibility with existing research in Ny-Ålesund and competence and suitability of personnel, as well as environmental impact and adherence to Svalbard law.

With certain exceptions (see below) all visitors to Ny-Ålesund must be guests of one of the stations. Enquiries made to Kings Bay AS should be directed to the appropriate station e.g. a request from an Italian scientist should be directed to the Italian station. Scientists from nations not represented in Ny-Ålesund should be directed to the Norwegian Polar Institute.

With reference to Ny-Ålesund Mission Statement and White Paper no. 42 (Norwegian Polar Research" 1992-1993 there is a general restriction on visits. The number of tourists, students and visitors should be limited to a minimum.

RESEARCH PROJECT APPROVAL

Agreed by NYSMAC, 2015

Any person conducting research on Svalbard must familiarize themselves with all applicable regulations. As a general rule, most field activities require a permit from the Governor. The Guide for Scientists in Svalbard gives more information regarding research on Svalbard and the Governors requirements to research applications. The application to the Governor is sent through the RiS portal.

- Low impact research (low numbers of scientists making little or no environmental impact) can be approved by the station concerned and presented to NySMAC through the station report at the regular NySMAC meetings.

- Research projects that may affect the natural environment (high numbers of scientists, removal of natural material, use of chemicals, erection of installations, handling of birds, etc.) or may affect others science projects should be posted and discussed at NySMAC's Project Information and Discussion (PID) Forum. If the discussion in the PID sheds light on problems that cannot be easily resolved it should be presented to NySMAC at the next regular meeting.
  If necessary, the scientists themselves must apply for a permit from the Governor.

- Larger initiatives (new semi-permanent installations, etc.) should be presented at a regular NySMAC meeting.
  If necessary, the scientists themselves must apply for a permit from the Governor.

Approved projects must register their details and book a stay in Ny-Ålesund in the RiS portal.

VIP, Media and Other

a) Visits by the media to Ny-Ålesund

Each station will assess requests from the media in accordance with its own policy and procedures for media and public engagement. This will include selection criteria such as the quality of media output, audience reach, and operational impact on Station Managers and researchers in Ny-Ålesund.

Approved media visitors to Ny-Ålesund must be guests of one of the stations. In the event of requests from one media team being made to several stations, or filming and interviews are requested of researchers from other nations, then one station should take responsibility as the

lead contact and keep their counterparts informed. Enquiries made directly to Kings Bay should be directed to the appropriate station, e.g. a request from a production company filming for the Italian media should be directed to the Italian station. Media requests from nations not represented in Ny-Ålesund should be directed to the Norwegian Polar Institute. In the event that Kings Bay gets media requests which do not relate to scientific work and hence cannot be sent on to one of the Station Managers, Station Managers should be informed. The purpose of the visit and the target audience must be stated. Should the visit require contact with the stations, this must be approved by the relevant Station Manager(s). Kings Bay a/s will handle media visits related to the Ny-Ålesund Symposium and inform the Station Managers. Kings Bay is keeping the updated media plan, so it is important to update them on all media-visits.

The presence of many representatives of the media at the same time should be avoided, except for media groups on special occasions.

b) VIP and stakeholder visits to Ny-Ålesund

Each station will arrange VIP and stakeholder visits in accordance with its own policy and procedures for corporate communications and stakeholder engagement. Once details are known the host country's representative (who is responsible for VIP and stakeholder visits) should notify their counterparts, and the Ny-Ålesund Station Manager should notify Kings Bay and other Station Managers.

In the case of visits by Institute Directors or their representatives, or by representatives from national research councils, the National Operator should notify the Director and/or the Research Director of the Norwegian Polar Institute.

In the case of visits by politicians and governmental officials the National Operator should notify their counterparts in Norway (Norwegian Foreign Office), as well as the Director and/or the Research Director of the Norwegian Polar Institute.

c) Visits by groups of undergraduates and schoolchildren

Detailed plans must be presented to NySMAC with emphasis on natural environment impact and anything that might infringe capacity for others to perform science. Avoiding peak season is preferable, minimising pressure on travel and accommodation.

3. SAFETY POLICY

Agreed by NySMAC 2003

Station managers or the scientific adviser at Kings Bay AS should provide visitors with information concerning their station.

A verbal brief covering the most important points should be provided soon after arrival on station. The brief should include:

1 Fire regulations and procedures.
2 Medical care.
3 Ny-Ålesund safety policy.
4 Ny-Ålesund accident and incident policy
5 Field hazards
6 Boating regulations
7 Lab and chemical safety
8 Waste management

9 Radio training
10 Restriction on radio frequency use
11 Ny-Ålesund rules (location of bird reserves, restricted access areas)
12 Airport regulations
13 Snow scooter routes

13 Rifle training provided by one of the following Norwegian institutions: Kings Bay, Norwegian Polar Institute or UNIS should be attended before renting rifles in Ny-Ålesund.

14 If applicable: snow scooter training
boat training
glacier training
navigation training

15 In the village, rifles will be carried unloaded with the bolt removed or withdrawn.

16 Stations will be equipped with VHF radios that monitor a private channel and international emergency channel 16 (14th NySMAC meeting, May 2001. Minute 4.4.)

17 When personnel are in the field the station radio will be monitored.

18 Before departure personnel will record field activity in a field record book or white board.
- Time of departure from station and estimated time of return to station. Records must be monitored.
- Route and field locations.
- Radio / satellite phone/ weapon details

19 Personnel will return to station in time for their eta and will record their return in the station book.

20 The station manager or a nominated person will monitor the record book and will take action if field personnel are overdue.

21 Stations will share new information concerning safety, including the position of crevasses, polar bear sightings and avalanche dangers. Information should be posted on a white board in the Kings Bay mess building and on the Field Log web site.

4. NY-ÅLESUND ACCIDENT AND INCIDENT PLAN

Agreed by NySMAC, Paris 2004 - 14 stations, one plan

Agreed procedure:

1. Station chiefs are responsible for his or her personnel.
2. Careful assessment of the accident or incident by the station manager.
3. Assess the merit of self help i.e. launching a rescue. Consideration must be given to safety of personnel, their skills, experience and ability to deal with the specific emergency .
4. The decision to call the rescue services in Longyearbyen is the sole responsibility of the station manager.
5. Before calling the rescue service in Longyearbyen the station manager will inform the Kings Bay watchman.

5. WEAPON TRAINING

NySMAC agreed that anyone planning to carry a rifle or flare pistol in Ny-Ålesund or the surrounding area must attend a weapons course provided by Kings Bay and prove to be competent. The course also includes information on polar bear behaviour. The pass certificate is valid for one year.

Both UNIS and the Norwegian Polar Institute provide weapon training for scientists and students in Longyearbyen. For practical reasons and parity NySMAC agreed pass certificates resulting from courses provided in Svalbard by the three Norwegian Institutions (KB, NPI and UNIS) are acceptable at Ny-Ålesund.

6. USE OF RADIO FRECUENCIES

Agreed by NySMAC, 2016

Ny-Ålesund is a radio silent area, with a long-term goal to minimize the emissions of electromagnetic (radio) pollution. However, for safety, operational and scientific reasons there are emitting systems active in Ny-Ålesund today, and this cannot be avoided. Still, as a general approach, large, long-term active instruments should be located elsewhere.

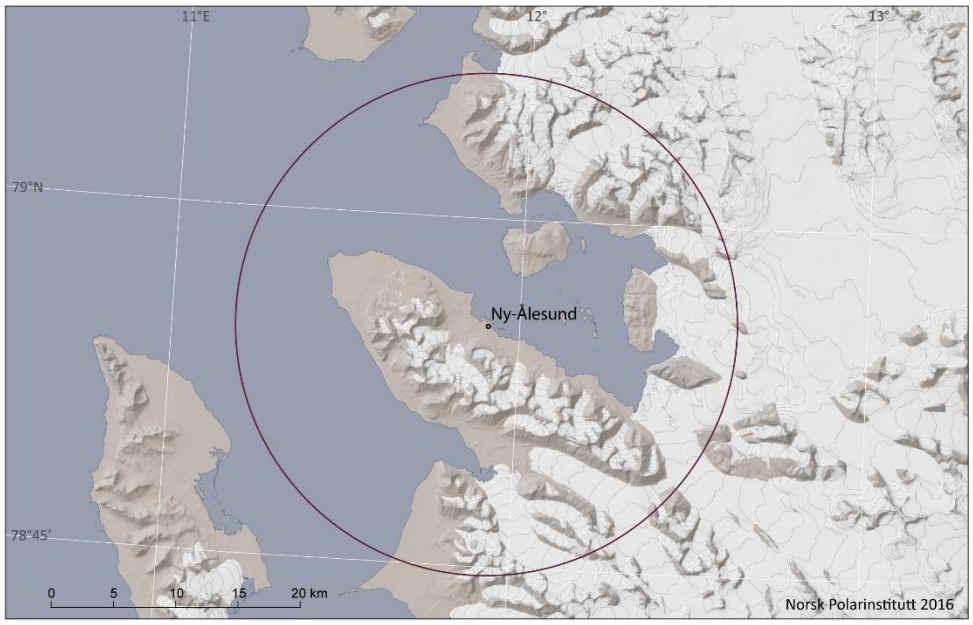
The legal framework for use of frequencies is managed by the Norwegian Communication Authority (NKOM), which owns the official responsibility for all frequencies in use in Norway including Ny-Ålesund. Frequencies cannot be used in Norway without the NKOM having granted permission to do so. The General authorisations regulations (fribruksforskriften in Norwegian) which allows use without application of some common equipment, is not valid for the frequencies 2 GHz–32 GHz in the geographical area within 20 km radius from Ny-Ålesund. The Norwegian Mapping Authorities two new VLBI antennas (operational from 2017 onwards) will be using the 2-14 GHz band (can be extended to 36 GHz at a later stage). The first years it is not expected that the operation will be continuously, but within a 5-years period, it is expected that the two antennas will operate continuously.

In addition to the legal framework managed by NKOM, and the requirements from NMA, NySMAC aims at minimizing active frequency use in Ny-Ålesund, and has its own procedures for allowing use of active instruments in Ny-Ålesund below. NySMAC keeps an updated list of frequencies in use in Ny-Ålesund

- Campaign based use of active instruments
    - Check, if really needed
    - Check the list of “frequencies in use”
    - If the frequency in question is not in use, inform the other NySMAC members about the use by posting information on the NySMAC PID forum under “Short-term use of active frequencies”.
    - Apply to NKOM for permission if needed. For frequencies defined in regulation no. 628, and outside the 2-32 GHz range, you do not need to apply NKOM.
    - The NySMAC secretariat will update the list

- Long term use of active instruments
    - Check, if really, really needed
    - Check the list of “frequencies in use” above
    - If the frequency in question is not in use, prepare a presentation and discussion for the next NySMAC meeting. The presented information should include the scientific motivation. If there are other duplicate/similar/related instruments already present in Ny-Ålesund, the instrument owner is required to get a statement from the other instrument holders on why this new instrument is necessary.
    - Apply to NKOM for permission if needed. For frequencies defined in regulation no. 628, and outside the 2-32 GHz range, you do not need to apply NKOM.
    - The NySMAC secretariat will update the list frequencies in use

- Use of passive frequencies
    - Passive instruments require no application, but the owner of passive instruments has to make sure their receiver do not emit.
    - Inform the NySMAC secretariat to have the frequency added to the list of passive frequencies in use. This is important, if not it may be that some at a later stage would like to use this frequency for active instruments



Figur 1: Ny-Ålesund and 20 km radius range is a radio silent area. No active radio equipment can be used within this range without permission.

7. USE OF UAV's

New regulations for RPAS (Remotely Piloted Aircraft Systems) in Norway (including Svalbard) take effect from 1 Jan 2016. These regulations come in addition to the existing procedures. For the time being they are available only in Norwegian.

Scientists who plan to use RPAS in Ny-Ålesund should contact Civil Aviation Authority in Norway (CAA) if they have any questions. Rune Storvold, NORUT is the key contact person for such operations in Ny-Ålesund (rune.storvold@norut.no).

Kings Bay has more detailed information on their webpage here.

NY-ÅLESUND CHARTER APPENDIX

Appendix 1.

The Ny-Ålesund Science Managers Committee (NySMAC)

NySMAC convenes for meetings twice each year. If distance is not prohibitive the spring meeting is organized during Arctic Science Summit Week. Ny-Ålesund seminars are held approximately every 2 or 3 years. A Ny-Ålesund Newsletter is distributed every year in January and June.

a) Founding articles for the Ny-Ålesund Science Managers Committee (NySMAC)

Noticing that the research activities in Ny-Ålesund have expanded considerably in recent years, that several nations have established their own research stations in the area, and that other nations are planning to do so, and

Noticing that the Norwegian Government has decided that Ny-Ålesund shall be the centre for science in Svalbard and that this should be the main activity and basis for maintaining a society in the former mining town, and on this background

Recognizing the vulnerability of the Arctic natural environment and the potential impacts of human activities, and

Recognizing the need for better co-ordination and collaboration among scientific institutions working in Ny-Ålesund, The Norwegian Polar Institute, The Norwegian Mapping Authority, The Norwegian Institute for Air Research, Alfred Wegener Institute for Polar and Marine Research (Germany), The Natural Environment Research Council (Great Britain), and The National Institute of Polar Research (Japan), have decided to establish.

b) NySMAC Purpose

1.1 Contribute to the development of Ny-Ålesund as an internationally recognized site for Arctic research.

1.2 Avoid negative impacts on research programmes from other activities (including other scientific activities) in Ny-Ålesund.

1.3 Minimize and mitigate environmental impacts of scientific activity conducted from Ny-Ålesund.

1.4 Encourage co-operation between scientists and institutions present in Ny-Ålesund.

1.5 Avoid unnecessary overlap of research programmes and negative competition between scientific institutions.

c) NySMAC Mandate

2.1 Co-ordinate research activities in Ny-Ålesund by giving advice to Kings Bay AS, to Norwegian authorities, and to scientific institutions which run projects in Ny-Ålesund.

2.2 Improve co-operation among institutions or among scientists by annually issuing an updated directory data base on past, ongoing and planned scientific projects in Ny-Ålesund.

2.3 Assess new scientific projects and other activities which may have significant impacts on existing projects or the environment.

2.4 Establish a safety policy which should be adopted by individuals and groups working from Ny-Ålesund.

2.5 Take measures, including the convening of regular seminars, to promote Ny-Ålesund in the international scientific community.

d) Participating institutions

3.1 All scientific institutions which run long-term programmes from Ny-Ålesund and have permanent infrastructure, are eligible for membership of the committee. New members are accepted following a consensus decision by NySMAC.

3.2 Each institution appoints one representative (vote) to NySMAC, but can be represented by more persons at the meetings if necessary.

3.3 Kings Bay AS shall meet with status as observer.

e) Organization

4.1 The chairman and vice-chairman of NySMAC are elected among the representatives for a two-year period, with election terms staggered by one year.

4.2 The Norwegian Polar Instituteruns a permanent secretariat.

4.3 Decisions are taken either through a hearing process or at committee meetings. NySMAC takes decisions through consensus.

4.4 Member institutions that have not submitted written responses to hearing documents or are not attending committee meetings are assumed to be neutral to the issues and are therefore expected to support the consensus opinion of the active institutions.

Clauses 4.3 and 4.4 were added to the document at the 12th NySMAC meeting in February 2000.

The Norwegian Polar Institute ***Alfred Wegener Institute for Polar and Marine Research***

The Norwegian Mapping Authority ***The Natural Environment Research Council***

The Norwegian Institute for Air Research ***The National Institute of Polar Research***

Appendix 2. NySMAC members

INSTITUTION	NY-ÅLESUND ADRESS	PRESENT FROM WHEN	NOTES
Norwegian Polar Institute (NPI), Norway	Sverdrup Station and Zeppelin Observatory	1968 and 1989	Previous location in Ny-Ålesund 1) Yellow House 2) NP Research station (now KOPRI and IPEV) 3) Sverdrup Station (1999) Present Observatory opened in 2000. Permanently manned, Open all year
Natural Environment Research Council/British Antarctic Survey NERC / BAS, United Kingdom	NERC Harland Huset	1972	Started with Cambridge University Previous location in Ny-Ålesund 1) MexicoBuilding. Cambridge University (1972- 1992) 2) NERC Harland Huset Station (1991) Seasonal
Alfred Wegener Institute (AWI), Germany	Koldewey Station and the NDACC Observatory	1991	Previous location in Ny-Ålesund 1) Koldewey Station (1991) NDACC Observatory (1994) 2) Merger with IPEV (France) in 2003. Permanently manned
Norwegian Mapping Authority (NMA), Norway	Geodetic Observatory	1992	Permanently manned
Arctic Centre University of Groningen (UoG), Netherlands	London 3 and 4	1995	Seasonal
Consiglio Nazionale delle Ricerche (CNR), Italy	Dirigible Italia	1997	Seasonal
Norwegian Space Centre (NSC), Andøya Rocket Range, Norway	SvalRak	1997	Associated with NPI Seasonal
National Institute for Polar Research (NIPR), Japan	Rabben	1999	Seasonal
Institut Paul Emile Victor (IPEV), France	Rabot Station and Corbel Station	1999 2012	Previous location in Ny-Ålesund 1) The French Camp (intermittent use from 1963) 5km east of Ny-Ålesund was refurbished and renamed Corbel station (2012) 2) IPEV merged with AWI (Germany) in 2003. 3) Rabot Permanently manned.
Korean Polar Research Institute (KOPRI), South Korea	Dasan Station	2002	Seasonal
Chinese Arctic and Antarctic Administration (CAA), China	Yellow River Station	2004	Seasonal
National Centre for Antarctic and Ocean Research (NCAOR), India	Himadri Station	2007	Seasonal
GeoForschungsZentrum Potsdam (GFZ), Germany	Associated with AWIPEV		Seasonal
University of Tromsø (UoT), Norway	Associated with NPI		Seasonal
The University Centre in Svalbard (UNIS), Norway	Associated with NPI		Seasonal
Northern Research Institute (NORUT), Norway	Arctic Centre for Unmanned Aircraft – ASUF		Associated with NPI Seasonal

Appendix 3.

Overview of NySMAC meetings, Ny-Ålesund seminars and participation in ASSW

No.	City	Country	Date	Chairman	Vice Chairman	Ny-Å Seminars	Participation in ASSW
1	Ny-Ålesund	Norway	27 July 1994	Pål Prestrud (NPI)			
2	Potsdam	Germany	3 May 1995	Pål Prestrud		1st	
3	Ny-Ålesund	Norway	17 Aug 1995	**Pål Prestrud**	**Hajime Ito (NIPR)**		
4	Cambridge	UK	27 Feb 1996	Pål Prestrud	Hajime Ito	2nd	
5	Ny-Ålesund	Norway	24 Aug 1996	Pål Prestrud	Hajime Ito		
6	Kjeller	Norway	8 April 1997	Pål Prestrud	Hajime Ito	3rd	
7	Ny-Ålesund	Norway	24 Aug 1997	**Kim Holmén (UoS)**	Hajime Ito		
8	Ravello	Italy	4 March 1998	Kim Holmén	Hajime Ito	4th	
9	Stockholm	Sweden	17-18 Sept 1998	Kim Holmén	**Nick Cox (BAS/NERC)**		
10	Corsica	France	22-24 Febr 1999	Kim Holmén	Nick Cox		
11	Ny-Ålesund	Norway	11-12 Oct 1999	**Kim Holmén**	Nick Cox		
12	Tokyo	Japan	21-22 Febr 2000	Kim Holmén	Nick Cox	5th	
13	Copenhagen	Denmark	20-21 Nov 2000	Kim Holmén	Nick Cox		
14	Ny-Ålesund	Norway	2-3 May 2001	Kim Holmén	Nick Cox		
15	Potsdam	Germany	20 Sep 2001	**Guido di Prisco (CNR)**	Nick Cox		
16	Groningen	Netherlands	23 April 2002	Guido di Prisco	Nick Cox		ASSW2002
17	Tromsø	Norway	7 Oct 2002	Guido di Prisco	Nick Cox	6th	
18	Kiruna	Sweden	31 Mar-1 Apr 2003	Guido di Prisco	**Franck Delbart (IPEV)**		ASSW2003
19	Rome	Italy	6-7 Nov 2003	**Guido di Prisco**	Franck Delbart		
20	Reykjavik	Iceland	22-23 April 2004	Guido di Prisco	Franck Delbart		ASSW2004
21	Paris	France	3-4 Nov 2004	Guido di Prisco	Franck Delbart		
	Tokyo	Japan	24-25 Febr 2005	Seminar only	Franck Delbart	7th	
22	Kunming	China	18-19 April 2005	Guido di Prisco	**Franck Delbart**		ASSW2005
23	Andøya	Norway	25-26 Oct 2005	**Hajime Ito (NIPR)**	Franck Delbart		
24	Potsdam	Germany	27-28 March 2006	Hajime Ito	Franck Delbart		ASSW2006
25	Kjeller	Norway	16-17 Oct 2006	Hajime Ito	Franck Delbart		
26	Hanover	USA	18-19 March 2007	Hajime Ito	**Roland Neuber (AW)**		ASSW2007
27	Cambridge	UK	18-19 Oct 2007	**Hajime Ito**	Roland Neuber	8th	
28	Kjeller	Norway	4-5 March 2008	Hajime Ito	Roland Neuber		
29	Brest	France	4-5 Nov 2008	Hajime Ito	Roland Neuber		
30	Bergen	Norway	23 March 2009	Hajime Ito	**Roland Neuber**	9th	ASSW2009
31	Incheon	South Korea	3-5 Nov 2009	**Paal Berg (NILU)**	Roland Neuber		
32	Copenhagen	Denmark	12-13 April 2010	Paal Berg	Roland Neuber		
33	Ny-Ålesund	Norway	13-15 Sept 2010	Paal Berg	Roland Neuber		
34	Seoul	South Korea	28 March 2011	Paal Berg	**Wang Yong (CAA)**		ASSW2011
35	Kjeller	Norway	26-27 Oct 2011	**Paal Berg**	Wang Yong	10th	
36	Stockholm	Sweden	20-21 Mar 2012	Paal Berg	Wang Yong		
37	Groningen	Netherlands	13-14 Nov 2012	Paal Berg	Wang Yong		

38	Krakow	Poland	13-19 April 2013	Paal Berg	**Masaki Uchida (NIPR)**		ASSW 2013
39	Rome	Italy	Oct 2013	**Nick Cox (BAS/NERC)**	Masaki Uchida	11th	
40	Helsinki	Finland	April 2014	Nick Cox	Masaki Uchida		ASSW 2014
41	Goa	India	November 2014	Nick Cox	Masaki Uchida		
42	Toyama	Japan	April 2015	Nick Cox	Masaki Uchida		ASSW 2015
43	Tromsø	Norway	September 2015	**Nick Cox**	**Young Jun Yoon (KOPRI)**	12th	
44	Stockholm	Sweden	April 2016	Nick Cox	Young Jun Yoon		
45	Xiamen	China	October 2016	Nick Cox	Young Jun Yoon		
46	Prague	Czech Republic	March-April	Nick Cox	Young Yun Yoon		ASSW 2017

Appendix 4.

Kings Bay AS

The Norwegian company Kings Bay owns and operated Ny-Ålesund. Kings Bays main task is to supply infrastructure services, including airfare between Longyearbyen and Ny-Ålesund, housing, and meals, as well as all the other services needed to support the community.

Ny-Ålesund Land Use Plan is available here. Kings Bay AS current strategy plan covers the period 2016-18, and is available here.

Practical day to day Ny-Ålesund management is being dealt with in the weekly station managers meeting held by Kings Bay AS.

Appendix 5.

Svalbard Science Forum (SSF)

The Svalbard Science Forum (SSF) coordinates research in Svalbard and promotes scientific and logistical collaboration. Effort is also made to reduce the impact of research on the natural environment. SSF manages a dataportal "Research in Svalbard" (RiS) which contains information relating to more than two thousand Svalbard-based projects.

The SSF organises workshops and administers funding schemes like Svalbard Strategi Grant and Arctic Field Grant targeting the polar research community.

The SSF is administered by the Research Council of Norway.

Appendix 6.

Research in Svalbard (RiS)

All science projects in Ny-Ålesund have to register their project is the Research in Svalbard (RiS) dataportal in order to book transport, lodging and other research facilities, and to submit an application to the Governor of Svalbard.

Research in Svalbard (RiS) is a database for registration science projects in Svalbard, including information about participating scientists and institutions, publications and metadata collected. The portal offers open access to all relevant information.

SSF, Kings Bay and the Governor of Svalbard own the RiS database.

Appendix 7.

Managing media and stakeholder visits to Ny-Ålesund

INTRODUCTION

Many of the ten nations who operate research activities at Ny-Ålesund arrange media and stakeholder engagement programmes as part of their overall communication strategies to foster political or public engagement in the important scientific research carried out there.

Requests to visit Ny-Ålesund are made through the station who then agrees (or not) to 'host'. The Norwegian Polar Institute manages requests from those countries who do not have a station in Ny-Ålesund.

Frequently, requests from media teams are made directly to Station Managers, at short notice. This can present the following challenges:

- Communications teams within national operator institutions have little time to properly assess whether or not these requests will deliver strategic communications objectives
- Pressure can be put on busy Station Managers to manage media in a way that not optimises the opportunities
- Scientists who are asked to give interviews may not understand what is expected of them by their own institutions or by the media teams
- Scientists and Station Managers have little time to prepare for the visits

1. VISITS BY THE MEDIA TO NY-ÅLESUND

Each station will assess requests from the media in accordance with its own policy and procedures for media and public engagement. This will include selection criteria such as the quality of media output, audience reach, and operational impact on Station Managers and researchers in Ny-Ålesund.

Approved media visitors to Ny-Ålesund must be guests of one of the stations. In the event of requests from one media team being made to multiple stations, or filming and interviews are requested of researchers from other stations, then one station should take responsibility as the lead contact and keep their counterparts informed. Names of journalists, the media they are working for, contact details of journalists and – if available – a short description of the media project is provided to the communications teams by the responsible host country. Enquiries made directly to Kings Bay should be directed to the appropriate station, e.g. a request from a production company filming for the Italian media should be directed to the Italian station. Media requests from nations not represented in Ny-Ålesund should be directed to the Norwegian Polar Institute (NPI). Kings Bay, as well as any station that might be requested to assist the media team, should be informed by the NPI. The presence of many representatives of the media at the same time should be avoided, except for media groups on special occasions.

In the event that Kings Bay gets media requests which do not relate to scientific work and hence cannot be sent on to one of the Station Managers, Station Managers should be informed. The purpose of the visit and the target audience must be stated. Should the visit require contact with the stations, this must be approved by the relevant Station Manager(s). Kings Bay will handle media visits related to the Ny-Ålesund Symposium and inform the Station Managers.

2. VIP AND STAKEHOLDER VISITS TO NY-ÅLESUND

Each station will arrange VIP and stakeholder visits in accordance with its own policy and procedures for Corporate Communications & Stakeholder Engagement. Once details are known the host country's representative (who is responsible for VIP and stakeholder visits) should notify their counterparts and the Ny-Ålesund Station Manager should notify Kings Bay a/s and other Station Managers.

DEALING WITH IMPROMPT MEDIA VISIT TO NY-ÅLESUND

From time to time journalists will make requests directly to Station Managers or arrive at Ny-Ålesund on board tour ships/yachts/aircraft. To make the most of these opportunities the following actions are recommended:

- Prior to ships' or aircraft arrival (if known) Kings Bay should ask the captain/skipper/pilot if any journalists, politicians or other VIPs are on board, and inform the Station Manager(s) if the answer is affirmative
- Station Managers to notify their own national operator Communications teams of the main contact point from the media visitors/stakeholder (email or phone details)
- The Communications team will assess the media/stakeholder proposal using the following criteria
    - Does the proposal fit with overall strategic communications objectives?
    - Who is the target audience for the media/stakeholder output and what is the reach/benefit?
    - What is the logistics and operational impact on host Station Managers and science teams; is there an appropriate risk assessment?
- If satisfactory responses are given, and the Station Manager and scientists likely to be filmed/interviewed are content that the visit is manageable, then it will be approved
- The Communications teams will suggest relevant science stories where appropriate
- In case of spontaneous media requests to other, non-host stations, the host Station Managers will notify their counterparts and Kings Bay. Decisions on whether or not permission is given to film or interview 'non-host' science and operational teams will be at the discretion of Communications leads and Station Managers from other national operators
- The host Station Manager should assign an appropriate member of the station team to act as a 'personal guide' for journalists/VIPs whenever possible
- On arrival the 'personal guide' should welcome journalist/VIP and ask about:
    - Any special interests so that a 'personalised' station visit can be arranged
    - What the intended print/broadcast outlets are
- The 'personal guide' should accompany journalists, make introductions to science/support staff etc. and be on hand to answer supplementary questions
- When possible Station Managers and/or 'personal guides' should send a brief report back to the appropriate Communications team when visit completed

Appendix 8.

Ny-Ålesund environment impact assessment (EIA) 1997 and 2006

Environmental Impact Assessment (EIA) Ny-Ålesund 1997

Environmental Action Plan For Ny-Ålesund: Ten Major Recommendations
Adopted by Ny-Ålesund Science Managers Committee, 24 August 1997

1. General measures:
    - Agree on an upper limit for the activity and number of people at the station.
    - Distribute information to visitors before arrival on how to behave in Ny-Ålesund.
    - Increase and improve information flow to all parties concerning planned activities in Ny-Ålesund.
2. Stabilise and reduce local emissions.
3. Protect flora and fauna from damage.
4. Reduce the number and size of tour ships calling at the station.
5. Establish Kongsfjorden as a marine science area and ban commercial fishing.
6. Incorporate the key results of the EIA into the Land Use Plan.

7. Improve waste management.
8. Employ a senior scientific/environmental manager at the station.
9. Prevent fuel spills and establish a station contingency plan.
10. Introduce stricter control over activities.

November 1998:

The final version of the "Environmental impact assessment; Ny-Ålesund international scientific research and monitoring station, Svalbard" is available in printed form (Norsk Polarinstitutt meddelelser, No. 157; 1998).

ENVIRONMENTAL IMPACT ASSESSMENT (EIA) NY-ÅLESUND 2006

Environmental Action Plan for Ny-Ålesund 2006: Eleven Recommendations		
1.	Set a precautionary upper limit on the total activity/numbers of people at the station.	• Fulfill the discussions on setting an upper limit on the total activity.
2.	Stabilise and reduce local emissions.	Several measures should be implemented, ref EIA98 page 47. Prioritized areas: • Improved energy supply with lower emissions (new sources, cleaning equipment) • Reduction in local energy consumption by improved infrastructure and changed habits from users • Elucidate possibilities for reduced emissions from ships • Establish a system for monitoring and modelling of air quality
3.	Protect flora and fauna, and re-vegetate degraded tundra areas	• Register changes in the tundra in a GIS • Continous focus on vegetation under construction work • Register research activities and other activities in a GIS • Remove and limit redundant and oversized infrastructure. • Channel pedestrian traffic to roads and build paths on exposed areas • Better coordination of field activities in order to reduce disturbances • More research on effects of scientific activities on the environment • Elaborate codes of conduct for scientific field work • Document effects of noise and lights on local fauna
4.	Increase and improve the information provided to all visitors and residents of Ny-Ålesund, giving them guidance as to how they can reduce environmental impacts and minimize conflicts.	• Continue work on information already implemented • Improve information about electromagnetic equipment and enforce regulations • Stress the necessity not to feed or disturb local wildlife
5.	Incorporate the key results of the EIA into the Land Use Plan for Ny-Ålesund	• Use this EIA and subsequent results from monitoring and environmental plans as a basis for revisions of the land-use plan in the future
6.	Prevent fuel spills and establish a station fuel spill contingency and clean-up plan.	• Revise the Emergency plan for pollution incidents and spills in 2006 - 7. • Inspect locations with polluted ground regularly and measure chemical concentrations (i.e. every 5-10 years)

7.	Maintain a high level of waste management.	• Apply the mantra "Reduce – Reuse – Recycle Waste". • Increase the focus on minimization of waste generation • Continue the high standards of recycling .
8.	Establish the Kongsfjorden area as a "scientific research area"	• Follow and contribute to the Governmental process on establishment and implementation of such an area.
9.	Reduce the environmental impacts from tour ships calling at the station.	• Continue and improve the work on information to crew and passengers and ensure enforcement when passengers are in the village • Find ways to reduce emissions from the ships
10.	Introduce stricter controls over activities.	• Introduce a Project database • Introduce a research GIS associated to the Project database • Increased coordination and control through the Ny-Ålesund science plan
11.	An environmental monitoring documenting pressures on and state of the local environment	• Intitiate a process to fulfil the selection of indicators and parameters with responsibilities for the monitoring and assessment work • Establish a system for displaying indicators and parameters on intranet. First priority is to publish statistics on activities made in this report and continually update them. That should gradually be supplemented by SoE-indicators.

Minutes of the 20th NySMAC meeting April 2004: "Most of the initiatives suggested in the EIA plan from 1998 are fulfilled".

Appendix 9.

Waste management

A waste management plan for Ny-Ålesund was developed in 1995. In 1996 as much as 65 % of the total waste was sent away to be recycled. In 1998 financing from Norwegian Pollution Authorities through the Governor of Svalbard was used to develop a waste minimisation plan and to improve information about waste management. Kings Bay AS hired Anna-Krzyszowska-Waitkus for three months and she:

- worked out a waste minimisation plan for all divisions in KB and for scientific stations
- improved export of the waste to recycling companies on the mainland
- improved waste sorting by easily readable information
- produced a "Reduce-Reuse-Recycle" brochure minimization aspect
- Provided a waste management seminar for all Ny-Ålesund personnel

In 1999 this was followed up with seminars, improvement of some routines and new informative poster.

One of the largest categories of waste produced in Ny-Ålesund is the food waste. Kings Bay bought a dry-composting unit from Green Mountain Technologies in USA.

Appendix 10.

Ny-Ålesund Science Plan

In 2006 the Norwegian Research Council asked the Norwegian Polar Institute to produce a science plan for the Kongsfjorden International Research Base. With input from all the Ny-Ålesund stations an agreed science plan was published. Revised in 2010, endorsed by the Ny-Ålesund Science Managers Committee and adopted by Svalbard Science Forum, the science plan is valid to 2013. A revised Science Plan was suggested by Norwegian Polar Institute and endorsed by NySMAC in September 2015. Ny-Ålesund Science Plan with priorities for the period 2015-2020 is available here.

In 2017, a Strategy for Research and Higher Education on Svalbard will be developed in a broad and inclusive process. After that, the Ny-Ålesund Science Plan will be updated.

Appendix 11.

The research in Ny-Ålesund is divided and coordinated through four research flagship programmes:

- **The Kongsfjorden system Flagship Programme**
- **Terrestrial Ecosystems Flagship Programme**
- **Atmosphere Research Flagship Programme**
- **Glaciology Research Flagship Programme**

More information can be found on the respective flagship webpages

Appendix 12.

EU funding initiatives

Ny-Ålesund Large Scale Facility (LSF): 1996-2003

Under the Access to Large-Scale Facilities Activity of the Specific Programme for Research and Technological Development in the field of Training and Mobility of Researchers (TMR-Programme) of the European Community, access was provided for European researchers to the Large Scale Facility (LSF) in Ny-Ålesund.

LSF stations included The Norwegian Polar Institute (coordinator), The Natural Environment Research Council (UK) the Alfred Wegener Institute for Polar and Marine Research (AWI, Germany), the Norwegian Mapping Authority (SK), and the Norwegian Institute for Air Research (NILU) and Kings Bay AS.

Research fields included:

- Atmospheric Climate Research and Biological Research Facilities (NP)
- Atmospheric Air Research Facility (NP / NILU)
- Ozone/Stratospheric and Climate Research Facilities (AWI)
- Space Geodetic Research Facility (SK)

ENVINET: May 2000 - April 2003

ENVINET – European Network for Arctic-Alpine Multidisciplinary Environmental Research was financed with 5,5 mill. NOK over three years under the 'Human Potential Programme' of EU's 5th Framework Programme.

ENVINET was a research infrastructure network focusing on multidisciplinary environmental research in Europe. The network involved representatives from 18 environmental research infrastructures from the European Alps to the Arctic.

ENVINET promoted cross-discipline and cross-infrastructure collaboration and multidisciplinary research activity.

Research fields included:

- Atmospheric physics and chemistry
- Marine and terrestrial biology.

ARCFAC 2006-2010

The European Centre for Arctic Environmental Research (ARCFAC) was part of the larger Ny-Ålesund Research Infrastructure facility (Ny-Ålesund RI). Free access to the research infrastructure in Ny-Ålesund was offered to the European-led scientific teams within the 6th EU Framework Programme (Research Infrastructures Action, Transnational Access).

ARCFAC ran for 4 years (2006-2010). Calls for Proposals were announced twice each year.

INTERACT 2016-2020

The International Network for Terrestrial Research and Monitoring in the Arctic (INTERACT) is a EU-financed project that entered its second phase in 2016. INTERACT is an infrastructure project under the auspices of SCANNET, a circumarctic network of currently 79 terrestrial field bases in northern Europe, Russia, US, Canada, Greenland, Iceland, the Faroe Islands and Scotland as well as stations in northern alpine areas. INTERACT specifically seeks to build capacity for research and monitoring in the European Arctic and beyond, and is offering access to numerous research stations through the Transnational Access program. Four institutions in Ny-Ålesund is now part of INTERACT (NPI, BAS, CNR and University of Groening), where the three first is also offering access through the access program.

Appendix 13.

SIOS – Svalbard Integrated Earth Observing System

Svalbard Integrated Earth Observing System (SIOS) is an international observing system for long-term measurements in and around the Norwegian archipelago of Svalbard addressing Earth System Science questions. SIOS integrates the existing distributed observational infrastructure and generates added value for all partners beyond what their individual capacities can provide.

The SIOS Knowledge Centre is the central hub of SIOS and offers coordinated services for the international research community. Services includes (i) integration and optimization of the observation system, (ii) access to the research infrastructure, (iii) data management, storing and

curating of scientific data, both ground-based and from space, (iv) utilisation of remote sensing resources, (v) coordination of logistical services, and (vi) training and education programmes.

SIOS is a distributed research infrastructure organized as consortium. The consortium consists of member institutions and is based on a Memorandum of Understanding between the members. It coordinates, develops and optimises research infrastructure owned by the member institutions. Research institutions and research funding agencies that own or operate research facilities in the Svalbard region or who provide research data relevant for the Consortium may become members.

SIOS is currently in an interim phase and the consortium consists of 14 institutions from 10 nations. Their common goal is to establish a cooperating and transparent research infrastructure which will give better estimates of the future environmental and climate changes in the Arctic.

Appendix 14.

Fishery protection in Kongsfjorden

Regulation concerning the protection of an area in Kongsfjorden in Svalbard against fishery activities.

Orientation to NySMAC from Kings Bay AS, March 2007.

The issue of protecting Kongsfjorden for research purposes was raised by Kings Bay AS in 2003. The Interdepartmental Polar Committee endorsed the idea and the Ministry of Justice started the process to change the Svalbard Law from 1925 to make it possible to make regulations concerning industry/-business activities that will come in conflict with the research activities in Svalbard.

The first conflict to be addressed was between the fishing industry and the research activity in Ny-Ålesund. This new regulation will solve this conflict by protecting an area of the fjord against commercial fishing.

The regulation came in to force the 2nd February 2007.

The following is an unofficial translation of the Norwegian law text:

The Regulation (free translation)

§ 1. (purpose of the act)

The purpose of the act is to avoid a conflict of interest between research and fishing by trawl in an area in Kongsfjorden in Svalbard that has a special value to the research in Ny-Ålesund.

§ 2. (fishing by trawl - extent of the term)

This regulation includes all fishing by trawl for commercial reasons. Fishing by trawl includes also similar activities that could damage the bottom conditions in the fjord, including trawling for seaweed, kelp, and shells. Fishing for scientific reasons or whale hunting is not included in this regulation.

The Governor of Svalbard can in definite cases decide if an activity is included in the regulation or not.

§ 3. prohibition against fishing by trawl

All fishing by trawl is prohibited in the following area in Kongsfjorden in Svalbard.
East of a straight line between the following positions:

A: 78 ° 58,00 ' N 11 ° 19,45 ' E
B: 79 ° 02,24 ' N 11 ° 15,02 ' E
C: 79 ° 00,57 ' N 11 ° 29,16 ' E
D: 79 ° 03,55 ' N 11 ° 38,51 ' E

The border of the area where fishery activities is prohibited is evident on the attached map in the scale 1:200.000, dated 18th March 2005. The Regulation with map is kept at the Ministry of Justice and Police.
§ 4. Inspection

The Governor of Svalbard enforces this regulation. Instructions can be given to the Coastguard, cf. law 13th June 1997 no. 42 about the Coastguard § 12 second section, cf. § 19 third section and § 22.

§ 5. Penalty

Intentional or involuntary violation of provisions given in or in accordance to this regulation or in complicity, will be given a penalty according to law 17th July 1925 no. 11 about Svalbard § 4 second section.

§ 6. Coming into force and changes

This regulation is coming into force immediately. The Ministry of Justice can do changes in this regulation.

Regulation against heavy oil on board cruise ships to Ny-Ålesund from 1st January 2015.

Appendix 15.

Gold prospecting at Svansen

Deposits of gold were found at Svansen (north of Blomstrand) by Store Norsk and Norsk Hydro in the early 1990's. Store Norsk claimed mining rights in the area. In July 2007 Store Norsk informed Sysselmannen of their intention to perform prospect drilling at Svansen.

Please see:

1) Letter from NySMAC to the Sysselmann. 17th NySMAC meeting October 2002. Item 12. Enclosure 5.
2) 18th NySMAC meeting April 2003. Item 6.
3) 19th NySMAC meeting November 2003. Item 4.
4) The gold mining project is closed, following a final decision made by the Ministry of Environment. 20th NySMAC meeting April 2004. Item 2.2.