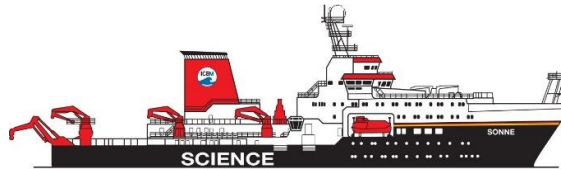
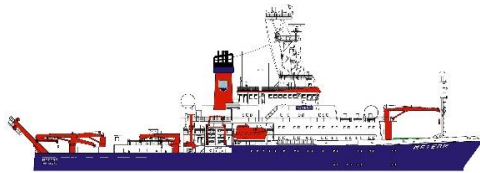
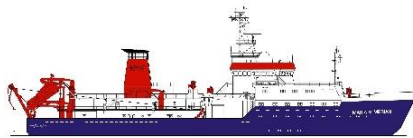


Guidelines and Instructions

for the participation in a research cruise with
R/V MARIA S. MERIAN, METEOR and SONNE



Editor:

German Research Fleet Coordination Centre
Universität Hamburg, Institute for Geology

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Dear research cruise participant,

prior to boarding a research vessel coordinated by the German Research Fleet Coordination Centre, you are kindly requested to carefully read the following guidelines and instructions and to confirm this to the chief scientist with your signature.

The mutual understanding of these regulation and the joint compliance will help to ensure an optimum preparation for the expedition. It will also allow a pleasant and safe working and living environment for everybody on board.

Please keep in mind that failure to do so may have serious consequences for yourself, your colleagues and the crew on board as well as for the research expedition in general.

We wish you a pleasant and safe time on board, a fruitful research work and a safe return home!

The German Research Fleet Coordination Centre

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1. Health

Participants in a research cruise must be in a good physical condition. Please see a physician and a dentist for precautionary medical examinations before the cruise. Please have your vaccination pass with you during the cruise and duly take care that your vaccination status is up to date (see [RKI immunisation schedule](#)).

R/V METEOR and SONNE are always accompanied by a ship's doctor, while MERIAN cruises are accompanied by a ship's doctor only in the majority of the cruises. All medical care on board is free of charge. However, the medical capacities on board are not comparable with the medical facilities available ashore, so that there is an increased risk for all people on board of not being able to receive adequate care in the event of a serious illness. This is especially true for people who have a weakened immune system or suffer from pre-existing conditions, and especially if possible embarkation points are several days away.

If there is any uncertainties or doubts regarding your health, if you have any relevant pre-existing conditions or physical limitations, please contact the ship's doctor prior to the cruise. If necessary, your employer and the shipping company must prepare a risk assessment regarding your cruise participation. If you regularly need certain medicines, you are responsible for keeping an appropriate supply and have this certified by your family doctor. Please also inform the ship's doctor in this case.

R/V METEOR: schiffsarzt@meteor.briese-research.de
R/V MARIA S. MERIAN: schiffsarzt@merian.briese-research.de
R/V SONNE: schiffsarzt@sonne.briese-research.de



In general, the ship's doctor can exclude a person from the cruise for medical reasons. In the case of incomplete advance information, this can also happen after the voyage has begun. The ship then returns to port. Pregnant women are not permitted to participate in a cruise, as complications in early pregnancy cannot be adequately treated on board.

1.1. Yellow fever vaccination

Yellow fever is a mosquito-borne viral disease that is endemic in many countries in tropical areas. Occasionally port authorities refuse entry or demand an on-site vaccination for any cruise participant lacking immunization against yellow fever or if more than 10 years have passed since their last yellow fever vaccination. This has even occurred in countries without compulsory yellow fever vaccination, but are instead classified as a “Country with risk of yellow fever transmission” in the WHO list „[Countries with risk of yellow fever transmission and countries requiring yellow fever vaccination](#)“.

On 11.07.2016, the WHO issued a change in the duration of yellow fever vaccination protection from 10 years to lifelong. Deviating from this, the German STIKO published new recommendations for booster vaccination against yellow fever in August 2022:

https://www.rki.de/DE/Content/Infekt/EpidBull/Archiv/2022/32/Art_01.html

To reduce the likelihood of a sudden demand for an on-site vaccination, the ship’s doctors recommend a yellow fever vaccination for all cruises with at least one port in a country the WHO classifies as a “Country with risk of yellow fever transmission”, notwithstanding official compulsory vaccination regulations.



The scheduled departure must not be delayed by the vaccination status of single participants. If local port authorities require that a cruise participant(s) accepts a vaccination on-site, the participant(s) must oblige the request or they may be excluded from participation in the cruise.

2. Safety on board

Being on board a research vessel is not without danger, especially when carrying out work on the high seas. On an international level, the IMO (International Maritime Organization) has established legally binding regulatory frameworks for the safety of human life at sea under the abbreviation "SOLAS". These include the ISM Code (International Safety Management Code) and the ISPS Code (International Ship and Port Facility Security Code). Compliance with safety standards on ships flying the German flag and in German ports is constantly monitored by the Ship Safety Division of BG Transport and Traffic.

It is strictly forbidden, within the meaning of the ISPS Code, to carry weapons, explosives, drugs and hazardous chemicals and/or alcohol on board, unless special authorisation has been granted in advance by the captain. The crew is authorised to search persons and their luggage brought on board for dangerous items in the interests of security. All visitors and cruise participants, as well as all deliveries of goods, have to be registered with the ship together with all necessary details so that they can be properly processed and allowed on board.

You will be instructed by the crew on the specific safety equipment and routines of the ship during a safety exercise shortly after embarkation. It is compulsory for all cruise participants to attend the briefing in accordance with the ISM Code. This also applies even if you have already taken part in a previous expedition. Please take the exercise seriously with a view to a possible emergency on board. You should always act with caution on board, keep calm in all situations and stay alert for possible dangers to yourself and others. Never be out alone on deck, especially in darkness and rough seas.

Operational instructions for the various facilities of the research vessels have been drawn up by the shipping company based on relevant risk assessments. All cruise participants must comply with these operational instructions, regardless of the generally applicable occupational safety regulations and the specific deployment procedures. The safety-relevant instructions issued by the crew must also be followed.

Fundamental requirements for occupational health and safety must be observed so that it is possible to work safely on board. These include the obligation to wear appropriate work clothing and personal protective equipment.

It is absolutely necessary to wear a safety helmet when working on deck, especially when using a crane or winch and in rough seas, and is generally recommended each time you head out on deck. A safety life jacket must always be worn when work is carried out on deck or in the outboard area with open bulwarks. Sturdy footwear is also essential during leisure activities, and the wearing of flip-flops is not permitted on board for safety reasons.



The necessary work clothing, safety shoes and other personal protective equipment must be brought on board by the working groups/ cruise participants themselves, while safety helmets and safety life jackets may be loaned on board.

3. Insurances

A subsidiary accident and international health insurance is taken out as standard for all cruise participants. The basis is an insurance list to be prepared by the chief scientist. The insurance list must also contain the contact details (name, telephone, email address) of a contact person for emergency cases.

The **accident insurance** (R+V Versicherung - 65181 Wiesbaden) covers accidents during and outside working hours (e.g. during leisure time on board or when going ashore in port).

The insurance does not cover accidents of the insured persons due to mental disorder or reduced consciousness due to the influence of alcohol, apoplexies, epileptic seizures or other seizures which affect the whole body of the insured person. However, insurance coverage exists if these disorders or seizures were caused by an accident occurrence included in this contract.

The insurance starts 96 hours before the arrival on board and ends 96 hours after leaving the ship at the end of the expedition. Thereby it shall be ensured that the arrival and the departure to/from the ship fall under the protection cover.

The **International health insurance** (Insurance company Barmenia, 42094 Wuppertal) offers protection coverage for medically necessary treatment of the insured person in case of disease or accident consequences from crossing the border of the country from where the insured person is leaving by order of the insurance holder and/or from going on board a research vessel. If entry into the country of assignment and return to the original country of departure is only possible via other countries (transit countries), insurance coverage also exists during the transit.

All cruise participants are covered by this insurance independently of nationality and permanent residence of the participant respectively up to a duration of 90 days. If the departure of the participant is postponed and there is no other insurance coverage anymore insurance coverage is given for a maximal duration of 20 days. In case of a return of the participant ahead of schedule insurance coverage also exists temporarily during 20 days; at most until the day of the planned end of expedition unless there is no other insurance coverage.



Notwithstanding the a.m. subsidiary insurance, all cruise participants must ensure themselves that they have sufficient insurance cover for their cruise participation. Participants who plan to have holidays before or after the expedition absolutely have to insure themselves for this period of time as well as for the arrival and the departure, because this period of time including the travel doesn't belong to the business travel. Planned private holiday periods on site must also be indicated in the insurance and embarkation lists.

4. Alcohol consumption on board

The special situation on board requires that every person on board is in control of his or her senses in every situation, not only during regular working hours, but also during free watch, as emergency situations can arise at any time. Already the consumption of small amounts of alcohol may significantly affect the decision making and the behaviour of a person. On board of a ship with its potential dangers, this may have disastrous consequences for all scientists and crew members. In this context, please also bear in mind that accidents under the influence of alcohol are neither covered by the accident insurance mentioned in chapter 3 nor the Employer's Liability Insurance Association or Accident Insurance Fund.

Immediate effects of alcohol

Alcohol is absorbed into the blood via the mucous membranes and it has a significant effect on the brain. Initially alcohol acts as a stimulant on certain parts of the brain, which can produce feelings of relaxation and cheerfulness, but further consumption of alcohol will depress the central nervous system like a sedative. Already a relatively low alcohol content in the blood of 0.2 ‰ (0.2 millilitres of alcohol per 1000 millilitres of blood) affects a person's senses, which, in turn, will influence his or her behaviour.

The resistance to consume more alcohol decreases considerably. At the same time blurred vision and coordination problems as well as reduced concentration are likely to occur. The condition of drunkenness starts at a blood-alcohol-concentration of 1.0 ‰. The effected person is feeling himself/herself cheerfully or depressively. Impairment of consciousness, memory and coordination starts at a blood-alcohol-concentration of 2.0 ‰.

Alcohol is slowly removed from the bloodstream (about 0.1 ‰ per hour). If the person consumes a significant amount of alcohol in one evening, he or she must take into account that there may be a remainder of alcohol in the blood on the following morning. Therefore, the person's ability to work may be restricted on that day.

Necessary measures

It is advised to consume alcohol responsibly, which means in moderation for the person in question, and never while on duty. Nobody is allowed to be intoxicated and to expose oneself or any other person to danger. A mutual control and caring action is required to avoid potential danger.

The following rules apply to all cruise participants:

1. The consumption of alcohol during working and standby periods is not allowed.
2. Working and standby periods may only be commenced sober.
3. After work alcohol must not be consumed in laboratories and working rooms. Exceptions to this (e.g. use of hangar/geolab for celebrations) are only allowed with a permission by the Captain and the chief scientist.
4. The consumption of privately brought alcoholic beverages is generally not permitted on board. Alcohol may only be brought on board with the explicit consent of the captain.
5. To ensure the order on board the Captain is authorised to restrict or prohibit the purchase and consumption of alcohol on board.

5. Dealing with Social Networks

Social networks, instant messenger services and photo platforms such as Facebook, WhatsApp or Instagram are used by internet users in everyday life to exchange information and communicate. This also applies to participants of research cruises, although it is imperative to observe some rules here.

In your private communication via social networks, you should handle text and image information from research trips responsibly. As a member of a professional research group, you will be perceived in this role. Therefore, as a matter of principle, please handle the publication of information on social networks defensively. This applies both to the time of the trip itself and to the time afterwards. The following recommendations are intended to prevent the risks of carelessly posting sensitive information online:

- The disclosure of cruise related information from aboard a research vessel in the form of blogs or entries in social network tools lies solely in the responsibility of the chief scientist and the captain or persons authorized by them. In case that you are interested in taking part in the institutional communication, please contact the chief scientist of your expedition before the cruise.
- Confidential information from aboard of a research vessel does not belong in social media. Observe professional secrecy about information. Irrespective of whether research activities or social life aboard outside the research and watch operation times: the confidentiality obligations apply to all internal processes of a research cruise, in particular to personal circumstances and behaviours of cruise participants and crew members. You may not publish such information in form of pictures or text in the internet, neither during the cruise nor afterwards.
- Manifold third party rights exist in the context of research cruises and of the technical equipment and naval systems involved. Image rights, trademark rights, distribution rights and personal rights may oppose online publication of data, texts and particularly images. By unauthorized publications you may violate third party rights which in turn may result in a liability for compensation. You are personally responsible for the contents you share via social media. Please note that your contributions are traceable in the internet for an indefinite period.
- Please note that any information disclosed via social networks, may be publicly visible even if you restrict the access to friends.
- In that context it should be noted that, as stated in its Terms of Service, Facebook reserves the right to sublicense any uploaded content, regardless of a profile's access settings. Thus, the account-holder transfers the exploitation rights for any images and texts he or she has disposed on the account to Facebook. (*"For content that is covered by intellectual property rights, like photos and videos (IP content), you specifically give us the following permission, subject to your privacy and application settings: you grant us a non-exclusive, transferable, sub-licensable, royalty-free, worldwide license to use any IP content that you post on or in connection with Facebook (IP License)."*, Facebook Terms of Service, September 2012).

Please be aware of the risks connected with a careless disposal of information. It is in your own interest to deal carefully with information in social networks.

6. Processing of personal data

As part of your participation in a research cruise, it is necessary to collect personal data by the chief scientist that partly will be archived by the German Research Fleet Coordination Centre (LDF) and passed on to third parties.

What personal data is collected?

Each cruise participant's full name, nationality, date of birth, place of birth, gender, passport number, type and expiration date of the identity document as well as travel-relevant data such as flight connections and hotel stays must be entered in the embarkation folder. Special requirements for catering on board (e.g. vegetarian/ vegan food, food intolerances) are also included where desired and necessary. Furthermore, the private address, name, telephone number and email address of a relative of all cruise participants are entered in the insurance list. The names, roles and institute affiliations of all cruise participants are also recorded in the Short Cruise Report in the form of a list of participants required for expedition-related reporting.

Why is personal data collected?

Personal data is collected for the sole purpose of preparing and managing the respective research cruise. Embarkation without the provision of such data is not possible because, under the ISPS Code for example, all persons wishing to embark must be registered with the ship and the port. The participant list within the Short Cruise Report is used to report to the funding entities of the research cruise as well as to the German Federal Foreign Office and to the countries in the waters of which research activities were carried out, respectively.

Where will the personal data be passed on to?

The LDF will forward the embarkation and insurance folders to the relevant shipping company and the ships command. The data is then passed on to other parties (e.g. port authorities and insurance companies) as required. The LDF will forward the Short Cruise Reports to the funding entities and the German Federal Foreign Office and from there to the countries in the waters of which research activities were carried out.

How long is the personal data stored?

The LDF will delete the embarkation and insurance folders from its archive no later than 6 months after the end of the research cruise. The Short Cruise Reports will be archived for an indefinite period of time and put online on the LDF website.

Revocation of consent / objection to processing

You may assert your right of objection, revocation and correction to the following addresses:

German Research Fleet Coordination Centre
Leitstelle Deutsche Forschungsschiffe
Bundesstraße 55, 20149 Hamburg
Email: leitstelle.ldf@uni-hamburg.de

Data Protection Commissioner of Universität Hamburg
Datenschutzbeauftragter der Universität Hamburg
Mittelweg 177, 20148 Hamburg
E-Mail: datenschutz@uni-hamburg.de

Declaration of Acknowledgement

to the chief scientist

I hereby confirm that I have carefully read and well understood the guidelines and instructions of the German Research Fleet Coordination Centre, version April 20, 2023. Within the scope of my participation in the cruise, I will follow the rules and instructions stated therein.

I further confirm that to the best of my knowledge and belief I am in sufficiently good health to participate in the cruise. I have informed the ship's doctor of any pre-existing condition of which I am aware. The ship's doctor has no reservations regarding my cruise participation.

Declaration of Consent

to the processing of personal data

I agree to the collection, archiving and transfer of my personal data in accordance with chapter 6 of the Guidelines and Notices of the German Research Vessel Coordination Centre, version April 20, 2023.

R/V:	_____	Cruise-No.:	_____
Name:	_____	Date of birth:	_____
Date:	_____	Signature:	_____