



HEALYINST 5000.1C
10 AUG 2013

USCGC HEALY INSTRUCTION 5000.1C

Subj: BERTHING POLICY

1. PURPOSE. The purpose of this instruction is to describe HEALY's shipboard policy for management of berthing assignments for embarked science parties and non-science party participants. As the Arctic continues to gain public and government interest, demands for capability and berthing accommodations are increasing. As a public resource and a steward of government resources, we shall endeavor to maximize scientific and educational/public outreach opportunities aboard HEALY while HEALY is deployed to remote regions. In keeping with the efficient use of HEALY, it is not the intent of this policy to interfere with funded scientific use of the ship or to impose additional costs on any agency supporting scientific research aboard the vessel.
2. ACTION. This policy affects all personnel temporarily deployed on HEALY while a science party is embarked. The Executive Officer, Chief Scientist and Berthing Coordinator shall administer this program.
3. DIRECTIVES AFFECTED. HEALYINST 5000.1B is cancelled.
4. MAJOR CHANGES. A procedure is described for identifying and making available berths to non-science party personnel on a not-to-interfere basis, at no cost to the embarked science party. This procedure will continue a policy of making available unoccupied berthing to unaffiliated parties for national, educational, artistic, mass media, or other objectives.
5. REQUEST FOR CHANGES. Direct all inquiries to the Executive Officer.
6. RECORDS MANAGEMENT CONSIDERATIONS. Not used.

7. DISCUSSION. There are 51 beds located in the following 17 staterooms:

Room No.	Stateroom	No. of beds		Room No.	Stateroom	No. of beds
201	02-33-5-L	3		202	02-22-4-L	3
203	02-39-1-L	3		204	02-39-2-L	3
205	02-44-3-L	3		206	02-44-2-L	3
207	02-48-3-L	3		208	02-48-4-L	3
209	02-53-1-L	3		210	02-53-2-L	3
211	02-58-1-L	3		212	02-58-2-L	3
303	03-33-5-L	4		314	03-40-0-L	3
305	03-39-1-L	3				
				402	04-33-6-L	2
				404	04-38-4-L	3

a. Science Party berthing:

- (1) The Chief Scientist will be assigned to room 402. The second berth in this room need not be occupied except under unusual circumstances and with the approval of the Chief Scientist.
- (2) Cruise planning for small to moderate sized science parties may initially assume double occupancy, however non-science personnel requirements may result in some rooms at full occupancy.
- (3) Room Precedence. The rooms on the 02 deck will be occupied (at least two individuals per room) by the embarked science party prior to occupying rooms on the 03 deck unless there is a scientific reason why it is preferable for a member of the science party to occupy a room on the 03 deck (e.g. providing marine mammal and seabird observers closer access to working space on the bridge).
- (4) The Chief Scientist will propose science stateroom berth assignments for all scientific personnel, including Third Party scientific participants should there be any such requests.

b. Ship-based science Technical support in the ARCTic (STARC) technicians:

- (1) While deployed during science missions, STARC personnel are considered part of the science party and will be accounted for under the science party footprint.
- (2) While inport, STARC personnel may be authorized shipboard accommodations for berthing and messing. For this to be authorized, a designated STARC Manager dedicated to HEALY must be onboard and act as the liaison. As this inport presence is independent of an underway science party mission, messing will be paid for by the individual technicians at the CG standard daily food allowance rate.

- c. The Electronic's Support Unit (ESU) technician(s) who support the Science Data Network while underway are not considered part of the science party and will be accounted for under the Coast Guard personnel footprint.
- d. Non-science participants:
 - (1) Non-science participants are defined as non-primary science party member participants (e.g. CG personnel, mass media representatives, educators, etc.), who are not included in the scientific party scheduled to use the ship. This definition does not include third-party participation on a science cruise, where the funding agency and/or Chief Scientist chooses to include personnel not directly involved in the primary scientific work. Examples would include, but are not limited to, funding agency representatives, outreach specialists, teachers in at-sea programs, scientists working on a ship-of-opportunity basis, media representatives selected through a formal media opportunity competition undertaken by the funding agency, etc. These personnel, with permission of the Chief Scientist, would be accommodated and considered to be part of the Science Party and included in the Science Party manifest submitted during the normal cruise planning process. Any request of a scientific nature made directly to the CG will be referred to the Chief Scientist.
 - (2) Requests for other non-science participation, as defined above [d. (1)], will be submitted using the form and procedure posted on icefloe.net and then reviewed and prioritized by the Executive Officer and the Chief Scientist. Priorities will be based upon the perceived national interest, educational and public outreach, artistic or literary value. Earlier applicants will be afforded a higher priority for accommodation in cases where prioritization criteria are not clear.
 - (3) Requests will be vetted by the Executive Officer and the Chief Scientist in consultation with the Operations Officer, when appropriate, to ensure that non-science activity will not interfere with science operations. If the Chief Scientist makes an initial determination that non-science activity will interfere with science operations, the Chief Scientist may be required to describe the manner in which the interference may occur. The Chief Scientist, in consultation with the Executive Officer, will make the final determination on interference. The Coast Guard retains the final determination on approval or disapproval for sailing on the vessel.

8. ROLES AND RESPONSIBILITIES.

- a. Executive Officer. The Executive Officer will provide overall supervision of the berthing plan and general management of this program.
- b. Chief Scientist. The Chief Scientist will endeavor to submit a draft berthing plan to the Berthing Coordinator 45 days prior to the start of the science mission, and a final berthing plan 30 days prior to the start of the science mission. Changes inside the 30-day period to increase the size of the science party may not be possible, as non-science requests may be approved which will reduce the flexibility of otherwise unused accommodations.
- c. Berthing Coordinator. The Berthing Coordinator will be the primary point of contact for the Chief Scientist in developing and finalizing the berthing plan.

9. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS. The development of this directive and the general policy contained within it have been thoroughly reviewed by the originator and are categorically excluded under current USCG categorical exclusion (CE) [1] from further environmental analysis, in accordance with Section 2.B.2 and Figure 2-1 of the National Environmental Policy Act Implementing Procedures and Policy for Considering Environmental Impacts, COMDTINST M16475.1 (series).

J. D. REEVES
Captain, U.S. Coast Guard
Commanding Officer