

UNIVERSITY- NATIONAL OCEANOGRAPHIC LABORATORY SYSTEM GUIDELINES FOR REQUESTING/BECOMING A UNOLS VESSEL

DRAFT REVISION – September 30, 2004

1. INTRODUCTION

This instruction provides guidelines for requesting the designation of an institution's vessel as a University-National Oceanographic Laboratory System (UNOLS) vessel. Included in these guidelines is a description of the objectives of UNOLS Operator Institutions, the relationship of UNOLS vessels to research and academia, the relationship of UNOLS Operating Institutions as UNOLS members, and the responsibilities of UNOLS Operating Institutions.

2. OBJECTIVES OF UNOLS OPERATOR INSTITUTIONS

The objective of a UNOLS Operator Institution is to provide an oceanographic vessel to scientists, faculty, and students from both within and outside of their institution, provided that funding is available from the sponsor of the research/class or from the user.

3. RELATIONSHIP TO RESEARCH AND ACADEMIA

UNOLS vessels are those United States research vessels generally operated in support of national oceanographic research and education programs by academic institutions and are significantly funded by the federal government.

4. RELATIONSHIP OF UNOLS OPERATING INSTITUTION AS UNOLS MEMBER

UNOLS institutions that operate UNOLS vessels are, in addition, designated as Operator Institutions.

UNOLS vessels are designated by the UNOLS Council. The list of designated UNOLS vessels shall be reviewed regularly for additions or deletions by the UNOLS Council. If a vessel ceases to meet the UNOLS standards, the UNOLS Council shall recommend termination of such designation.

5. RESPONSIBILITIES OF A UNOLS OPERATING INSTITUTION

The responsibilities of the UNOLS Operating Institution include, but are not limited to:

- a. Assuring that ships are regularly available to all federally funded users.
- b. Maintaining their vessels to accommodate the needs of the academic oceanographic programs.
- c. Operating their UNOLS vessels in accordance with UNOLS Research Vessel Safety Standards, Current Edition.
- d. Subjecting to regular, recognized ship inspection procedures, such as NSF Ship Inspections or INSURV.

- e. Participating fully in the UNOLS scheduling process. While scheduling is the responsibility of the operating institution, the operating institution shall receive, acknowledge, and structure requests for ship-time use in consultation with the UNOLS Office.
- f. Submitting cruise reports and cruise assessments according to UNOLS uniform practices.
- g. Adhere to cost accounting and performance standards according to UNOLS uniform procedures.
- h. Requesting funds for operation of their vessels. UNOLS membership does not guarantee federal funding.

6. REQUIREMENTS FOR BECOMING A UNOLS VESSEL

An institution requesting designation of their vessel as a UNOLS vessel must be a qualified UNOLS member institution. If they are not a member, they must submit an application for membership in accordance with the guidelines established in the UNOLS Charter. These applications can be submitted in tandem with their requests to designate a vessel as a UNOLS vessel. Application forms can be obtained from the UNOLS Office.

The requirements for designating a vessel as a UNOLS vessel include:

- a. The institution must operate the vessel for oceanographic research and education purposes.
- b. There must be evidence of three or more years of continuous operation of shared use research/education facilities.
- c. The operating institution must be able to provide a projection of the vessel's use for the next year, including user charges.
- d. The vessel must successfully complete an appropriate safety inspection such as NSF Ship Inspection or INSURV) at the institution's expense.
- e. The vessel must be capable of operation under the UNOLS Research Vessel Safety Standards.
- f. The vessel must be regularly available to all federally funded users.
- g. The vessel must be maintained to accommodate the needs of the academic oceanographic programs.
- h. The operating institution must be willing to participate fully in the UNOLS scheduling process. The operator shall receive, acknowledge, and structure requests for ship-time use in consultation with the UNOLS Office.
- i. The operating institution must be willing to submit cruise reports and cruise assessments according to UNOLS uniform practices.
- j. The operating institution must adhere to cost accounting and performance standards according to UNOLS uniform procedures.
- k. The operator institution must be capable of obtaining the necessary funds to support operation of their vessels. UNOLS membership does not guarantee federal funding.
- l. The operator institution must submit a written application to the UNOLS Office addressing all of the requirements listed above and include a statement addressing how the addition of this vessel to the UNOLS Academic Research Vessel Fleet will improve the mix of facilities available for oceanographic programs or address an identified need for specific capabilities.

DESIGNATION OF A UNOLS VESSEL

Requests for designation of a vessel as a UNOLS vessel shall be considered by the UNOLS Council upon receipt for evaluation of a written application by the operation institution. The application should address all requirements outlined in the previous section and shall be evaluated both upon that information and the match of the vessel to current and projected requirements for additional facilities. Designation of UNOLS vessels is normally done by the UNOLS Council after a review of an application. If the application is denied, the applicant shall be promptly notified as to the specific reasons for the denial. The applicant shall then have two options:

OPTION 1: The applicant may reapply to the Council after addressing the specified deficiencies.

OPTION 2: The applicant may submit their modified re-application, along with a copy of the Council's notification of denial, for reconsideration by the UNOLS general membership. Designation would then be determined by a vote at the next annual meeting in accordance with the procedures described in Section 5a of the UNOLS charter.