

# Briefing about Ny-Ålesund, safety and the stations

## Facts about Ny-Ålesund

- Population: 35 (winter) - 180 (summer - max)
- Nationalities: 2 - 15
- Number of stations: 10
- Number of buildings: 60
- Total length of roads: 9.8 km
- Distance to the North Pole: 1231 km
- Distance to Longyearbyen: 107 km
  
- **Radio silent village**
  - Turn off mobile phone, Bluetooth, Wi-Fi
  - Includes also wireless keyboard and mouse
  - If you have equipment emitting frequencies, inform station leader (needs to be discussed with all stations)
  
- **Kings Bay reception (Opening Hours from 8:00 – 16:30)**
  - Bank
  - Post office
  - Small assortment of medication (there is also some at the Blue House → ask station leader)
  - Public phone
  
- **Service building:**
  - Canteen
  - Information boards (General, Station information, News screen)
  - Washing machines and dryers
  - Bed clothing/Towels
  
- **Meal times**
  - Winter/summer (two shifts – see infoboard for all meal times)
  - Weekday/weekend (Saturday dressing code, bring your own wine/beer)
  - Late dinner (to be announced to the kitchen beforehand)
  - Packed lunch
  
- **Shop opening times**
  - Monday & Thursday/Friday 17:00 - 18:00
  - Additional openings depending on tourist boats/visiting groups
  - Bring your flight ticket for beer and liqueur
  
- **Welfare**
  - Movies, books
  - Gym, sauna

- Cabins
- Boats, kayaks, skis
- Sunday evening: cinema
- **Pub**
  - Welfare: Saturday
  - Kings Bay: Wednesday (only summer)
  - Summer: Melageret; Winter: Zeppelin Lounge
- **General Rules**
  - No pictures in the dining hall and after 22:00
  - Respect meal times and kitchen staff working hours
  - Do not remove cups/plates etc. from canteen (at least deliver it back asap)
  - Do not walk barefoot in the canteen
  - Wash your hands and dry them, antiseptic soap is available in the canteen hall (long-term staff are more sensible to germs than others)
- **Tuesday Seminar: Please contribute!**
- **Check out at the reception ONE HOUR before your flight; Clean your room and your office/lab.**

## Safety in Ny-Ålesund and field

- **Rifles**
  - Rifles can only be entrusted to people who had a training course (BHV and KingsBay – valid for 3 years). On-site refreshment course compulsory each year.
  - Rifles are compulsory outside the village (beyond the dogyard, beyond the Chinese station)
  - **Rifles in town have to ALWAYS be empty of rounds and the bolt has to be opened!**
  - Never point a rifle towards person even if rifle is not loaded. Consider the direction when half-loading/unloading your rifle!
  - After use the rifle has to be cleaned and store in the rifle safe (alternatively deposit safe for the bolt)
  - Never leave a rifle unattended with the bolt: if needed keep the bolt on you
  - For private trips pick up a rifle between 17:30 to 18:30 and with agreed time on week-end (to see with staff on duty)
- **Polar bears**
  - All buildings are opened (except the shop)
  - If you see one in town, move slowly to a building
  - Contact the watchman immediately : **79 02 72 38**
  - All buildings should have a phone with the watchman phone number
  - Report immediately to the Station Leader if you see a polar bear in the field

- **In case of emergency**
  - Contact station personal or, if necessary, Kings Bay watchman (no time to loose)
  - **Station personal: Radio channel P1**
  - **Kings Bay watchman: 7902 72 38**
  - In summer there is a **nurse** in town. Contact Kings Bay reception in case you need assistance
  
- **Alarms**
  - **Fire:** check the display of the fire alarm control system, take action if needed and if you can
  - **Tyfon:** go (warmly dressed) to the reception, bring the car to the reception if you are using it

## Environmental considerations

- **Restricted areas**
  - scientific field
  - bird sanctuary (15 May – 15 August)
  - cultural heritage
  - stay on the road!
  
- **Waste management**
  - 28 categories
  - Recycling stations in Servicebygget and (a small selection at the station and accomodations)
  - Please sort and dispose your own waste!
  - Disposal of needles and chemicals: Marine Lab
  
- Don't feed animals (foxes, dogs), there is rabies on Svalbard
- Avoid unnecessary use of car/scooter/boat
  
- Ny-Ålesund Mission Statement:
  - *Preserve the near pristine environment of the Brøgger Peninsula and the Kongsfjorden area, as well as cultural heritage of Ny-Ålesund*
  - *Keep local human environmental impact at the lowest possible level so as not to jeopardize scientific research and monitoring*
  
- Svalbard Environmental Act, main principles

## The AWIPEV station

- **Station Staff**
  - **Station Leader:** contact person between scientists and Kings Bay, administration, accommodation, field trip, safety equipment, weapons
  - **Logistics Engineer:** Field equipment, clothes, freight, boat, snowscooter, use of workshop and tools at Rabot
  - **Observatory Engineer:** Use of workshop and tools at the observatory, computer and electronics support
  
- **Station Routines**
  - Balloon release: daily, 10:45:15 UTC
  - Station leader meeting (Wednesday 8:30am)
  - Station meeting (Friday 9:00am)
  
- **Premises**
  - **Blue House :** accommodation, offices and computer, living room, information, laundry
  - **Rabot:** accommodation, office and computer, living room, workshop, laundry
  - **Observatory:** offices and computer, seminar room, workshop; LIDAR (restricted access to the observatory) & FTIR measurements → safety introduction necessary
  - **Corbel:** field station, accommodation, workshop
  - **Cold Storage:** storage facility (ask Logistics Engineer)
  - **Scooter garage:** storage facility, gas bottles (ask Logistics Engineer)
  - **Vaskeriet:** (limited) warm storage, chemical lab
  
- **VHF**
  - **Station watch channel: P1**
  - P2: for long chats
  - P3 & P4 for group work
  - Make short and clear sentences
  
- **Excursion Notice**
  - To be filled together with Station Leader or base personal on duty
  - Hang the notice on the wall
  - Call upon return and remove notice from the wall
  - Station personal can stop field excursion (bad weather, safety), collect information before the trip about possible hazards
  - Check your insurance for private trips

- **Transportation**
  - **bikes** with trailers and in winter the **kick-sledge**
  - Diesel car **Emily**: restricted use, only permanent staff and external logistics are allowed to use it
  - Electric car **Goupil**: ask for availability (priority logistics and divers), take a VHF radio with you
  - **Boats**: survival suit with hood on! Minimum distance to glacier front of 200m, respect restricted areas, provide permits and exceptions. Not for private use (Velferden boats instead)
  - **Scooters**: car driving license needed. Helmet compulsory. Not for private use (rent from KingsBay instead – see reception)
  - List for availability of boats and scooters in Rabot → check with Logistics Engineer
  
- **General**
  - Please mark you samples in freezer and fridge (Content, name, date)
  - Do not pick up packages by yourself → ask Logistics Engineer
  - Do not place equipment into corridors (escape routes)
  - Wash your coffee cups :o)
  - Computer viruses: check your laptop, hard disk, memory sticks
  - Do not change bedroom without agreement of the Station Leader
  - For use of field equipment and tools please sign white board in Rabot/Workshop in the Observatory
  
- **Kings Bay technical maintenance and support, supply and other**
  - Any agreement with Kings Bay technical personal has to be discusses with the Station Leader (for coordination and invoicing)
  
- **Before leaving**
  - Provide freight list 48hrs before your departure. Missing papers can impend shipment and delivery (freight list, customs declaration, dangerous good declaration, etc.). Check with Logistics Engineer
  - Do not leave equipment behind you without agreement of the station staff
  - Clean your office, the workshop and lab, empty waste bin
  - Do not leave chemicals or dangerous goods behind
  - Do not leave any food behind, remove everything from the fridge
  - clean the room (vacuum) and bring bed sheets to laundry
  - ask for getting your medical information (sealed envelope) back
  - pay for private phone calls (0.8 NOK/min)
  - Send us references of your publications
  - Sign the guest book ☺

Enjoy your stay!