



REPORT

2009 Annual General Meeting - COMNAP XXI
03 August – 05 August 2009, Punta Arenas, Chile
Version: Final

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Executive Summary

COMNAP XXI was held in Punta Arenas, Chile, on 03 – 05 August 2009. These Minutes reflect the substantive discussions, presentations, questions and actions that form part of the Annual General Meeting (AGM) of Members and invited observers.

This AGM was the first held under the new COMNAP Constitution and the new Rules of Procedures. The format of the AGM reflected the new way of working, with a focus on reporting back on projects that were carried out throughout the previous year. The COMNAP AGM provides Members with an opportunity to participate in a non-political meeting where Members can learn from each other, can discuss arrangements for upcoming Antarctic seasons and can gain understanding on the varied ways that different National Antarctic Programmes operate in Antarctica and in their home country.

It is important to note that, even though Members are representatives of the National Antarctic Programmes that operate in Antarctica, they are all different. But there is commonality amongst the 29 Members, that is, the management of and support of scientific research programmes in Antarctica.

The new way of working reflects this commonality, focusing on management and support of science rather than on logistics functions.

Invited observers to the COMNAP XXI meeting presented important information to Members. In particular, the Antarctic Treaty Executive Secretary, Jan Huber, outlined important outcomes of ATCM XXXII especially Measure 16 (2009) to amend Annex II of the Environmental Protocol. He also noted the need for COMNAP to review ATCM Measures of an operational nature which may no longer be relevant in whole or in part or which may not adequately reflect the present organisations and their functions. Information exchange continues to play an important role within the Antarctic Treaty System and Members were reminded of the need for such exchange.

The invited observer from SCAR, Chuck Kennicutt, gave a presentation on future directions for Antarctic science and implications of that on National Antarctic Programmes. The presentation and the accompanying paper highlighted the need for greater coordination especially given that scientific research programmes are becoming increasingly complex, interdisciplinary and often require continent-wide solutions. Again, data management was noted as an important issue as was the need to consider monitoring/observing systems.

Many Members noted the question of preserving the IPY legacy and recognised the challenge of trying to grow capabilities to meet the needs of a changing, and because of IPY, an expanding science programme.

The majority of the time spent in the plenary sessions was used to present and discuss progress on COMNAP Strategic Projects. Excellent progress has been made under the direction of the Project Managers and most Members supported the idea of having a project-focussed COMNAP strategic work plan. Most Members also agreed, however, that there had been a struggle to maintain active networks and contact group around the Topics. This might simply have been a result of the restructured way of working but further discussion was required to make sure we get this right as it provides an important forum for discussion between Members. Members should be ready to provide their views to EXCOM in order for EXCOM to constantly improve the COMNAP way of working for the greatest value to Members.

The report from the workshop “Improving SAR Coordination and response in the Antarctic” was discussed and it was noted that plans were confirmed for a second SAR workshop to be held in Buenos Aires, Argentina, on 02 – 04 November 2009.

The report on the AINMR meeting in Cambridge was also presented with a request to Members to review the report and the draft template as soon as possible and to provide comment on the report by the end of 2009. It was noted that the proposed AINMR system corresponds directly to the EIES system of the ATS Secretariat so that Members would not have to duplicate their data entry efforts.

The meeting noted the importance of the review of the AFIM which will be considered as a Strategic Project for the upcoming year. It was noted that ATCM Recommendation XV-20 (1989) on Air Safety in Antarctica required parties to exchange information about their planned Antarctic air operations on an annual basis and the AFIM was seen as the fulfilment of that requirement.

Science collaboration horizon-scanning provided a key topic of discussion, particularly given the recent IPY and its legacy, including observatory/monitoring networks. Members require advice as to which of these networks are critical to continue to support and where funding of such networks might come from as often they are not supported with sustainable funding opportunities.

Many Members presented papers on accidents, incidents and lessons learned from them for the 2008/09 Antarctic season. There was general agreement that along with considering “physical causes” of any incident or accident there must be regard to the “human decisions” made by staff that contributes to such incidents. There are many opportunities for Members to share best practice on activities such as technology applied during a sea ice traverse, information on prevention of fire and coordination and support during medavacs.

There was constructive discussions regarding the new COMNAP way of working, this being the first AGM since the changes. Many Members voiced their support for the new way of working while suggesting that improvements could still be introduced. An improvement for the effectiveness of AGMs would certainly be the ability to provide translation for those Members who do not have English as their native or first language. In the case when translation can not be provided, all Members are reminded to speak clearly and very slowly so that messages don't get lost in the language. Also, for the AGM, the move to plenary sessions through-out the whole of the AGM was not successful. First of all, that approach was very tiring and did not provide the level of plenary engagement that was hoped for. Second, the amount of plenary sessions meant there was little time left over for bi-lateral or small group discussions which focused on a region-specific issue. EXCOM agreed to review the format of the AGM for next year.

What appears to have suffered in the change was the networks, so that perhaps the change from networks into contact groups removed the facility for communication on topics. What should be retained and supported is the engagement of experts who have knowledge and innovative ideas on proposed topics, which can then be shared with all Members. The EXCOM will focus on the issue of the change in the new way of working, on external strategic relationships and on the format of the AGM at this upcoming EXCOM meeting in Christchurch.

The AGM also provided an opportunity for Members to meet in regional groups. This year, three groups (Ross Sea, East Antarctica and Peninsula) met to discuss issues of particular relevance to their regions.

The approved proposal from the July 2009th meeting of the IMO Marine Environment Protection Committee (MEPC) for amendments to the MARPOL Convention Annex I which would prohibit carriage or use of heavy grade oil in the Antarctic area was discussed, as it is an issue that is being closely followed by many Member National Antarctic Programmes and IAATO. It is an important issue that requires investigation from a legal perspective. From a practical perspective there may be an opportunity for the COMNAP Shipping group to explore the ramifications of the ban or it could be supported as a COMNAP Strategic Project.

COMNAP XXI AGM Final Report 2009.doc

The issue is time sensitive as the measure to make the proposed changes will be considered with a view to adoption at the next session MEPC session (MEPC 60 in March 2010).

Finally, administrative matters that were resolved at the AGM included a formal farewell and note of thanks to the departing Executive Secretary, Antoine Guichard, who finishes his term on 30 September 2009; a formal welcome to incoming Executive Secretary, Michelle Rogan-Finnemore, who began the transition into the new role on 1 July 2009; Election of two new COMNAP Vice Chairs-those being Virginia Mudie (Australia) and Maaïke Vancauwenberghe (Belgium); Formal thank you to departing Vice Chair-Christo Pimpirev; Agreement on the host for the 2011 COMNAP AGM (COMNAP XXIII) being Sweden; and approval on the final draft statement of accounts for 2008/09 and on the proposed draft budget for 2009/2010.

The next COMNAP AGM (COMNAP XXII) will be held in Buenos Aires, Argentina, Aug 09 - 12, 2010, at the Panamericano Hotel.

ACTIONS ARISING

1. Annual presentation by SCAR to be added as a standing agenda item on the COMNAP AGM. COMNAP to provide SCAR with guidance as to what the focus of the SCAR presentation for COMNAP XXII might be.
2. Explore the possibility of developing a COMNAP system to provide information on the Antarctic season planning process for the planning of Antarctic scientific research projects/programmes. This could be in the form of a template of National Antarctic Program-related information with a mailing list in order to give advance notice or to share information amongst Members.
3. Members to provide feedback on the proposed Agenda for the SAR II Workshop to the Executive Secretary as soon as possible.
4. Members to provide feedback to EXCOM on important Topics to consider for 2009/2010 and beyond.
5. Members to review the AINMR report, to populate the template as trial of the system and to provide comment to the AINMR Vice Chair (Kazuyuki Shiraishi) or Project Manager (Robert Culshaw) in order to implement the system by the end of 2009.
6. Members to consider the idea of a bartering system where no money is exchanged for provision of logistics services or support. This could be an informal system that is currently used by a few of the National Antarctic Programmes or it could be standardised to provide a basis framework for Members to use.
7. A Strategic Project on the future of the AFIM is required based on the findings from the review. EXCOM to prioritise this in the list of Strategic Projects and to request a Project Manager(s) to lead.
8. Members to provide the medical Topic group contact person with a list of their medical personal and range of medical equipment available.
9. COMNAP to work with SCAR on the issue of monitoring/observing projects in Antarctica, bearing in mind the SCAR papers that already exist on the value of long term monitoring projects.
10. The US to share information on robotic/radar survey techniques on sea ice to avoid accidents when the information becomes available (note: still early stages of this work). Germany and Norway to share information on sea ice traversing with Members upon request.
11. Australia to provide information regarding the safety of quad bikes to Members.
12. Australia to provide copies of their recently reviewed oil spill contingency planning documents for distribution to Members.
13. COMNAP to prepare a paper which will present the results and findings of the SAR II Workshop for presentation to the ATME (Dec 2009).
14. Members to review the draft document on the review of the AT Inspection Checklist (https://forum.ats.aq) and provide comment during the intercessional period to the ICG convened by Argentina.
15. Executive Secretary to explore possibilities for translation facilities of some sort for upcoming COMNAP AGMs.
16. EXCOM to explore improved structure for COMNAP AGMs at their upcoming EXCOM Meeting in Christchurch.
17. The Executive Secretary to explore with the SCAR Secretariat the possibility of presenting an overview of COMNAP at an upcoming SCAR meeting. (Note: This item is also part of a larger action item to support an improved COMNAP/SCAR partnership that came out of the SCAR/COMNAP joint Executives Meeting).
18. COMNAP to encourage SCAR science community to participate in the Symposium (11 August 2009).
19. Members to keep under review the COMNAP Rules of Procedure and to provide comment to the Executive Secretary.

20. Members to share information via the COMNAP Secretariat on their programme plans for upcoming Antarctic seasons as soon as they become available.
21. COMNAP Shipping group to consider the issue of the amendment to Annex I MARPOL on the prohibition on carriage or use of heavy grade oil in the Antarctic area.
22. EXCOM to write to each proposed Project manager to determine willingness and availability to take on the role. EXCOM to discuss and determine a final Project list at the EXCOM meeting in Christchurch and to convey this information to Members.
23. Symposium review committee to send out first circular on the Symposium via the Executive Secretary in October 2009.

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Acronyms

COMNAP	The Council of Managers of National Antarctic Programs
MNAP	Manager of National Antarctic Program
NAP	National Antarctic Program
AEON	COMNAP Antarctic Environmental Officers Network
AFIM	Antarctic Flight Information Manual
AFOPS	Asian Forum for Polar Sciences
AGM	Annual General Meeting
AINMR	Accident, Incident and Near-Miss Reporting
AIP	Air Information Publication
AIROPS	COMNAP Air Operations Working Group
AIS	Automatic Identification System
ATME	Antarctic Treaty Meeting of Experts
ATCM	Antarctic Treaty Consultative Meeting
ATOM	Antarctic Telecommunication Operators Manual
ATS	Antarctic Treaty Secretariat
CCAMLR	Convention on the Conservation of Antarctic Marine Living Resources
CEE	Comprehensive Environmental Evaluation
CENMAN	COMNAP Energy Management Coordinating Group
CEP	[Antarctic Treaty's] Committee for Environmental Protection
CODAT	COMNAP Outreach and Training Coordinating Group
COMED	COMNAP Medical Coordinating Group
DROMLAN	Dronning Maud Land Air Network
ECG	COMNAP Environmental Coordinating Group
EDA	Environmental Domain Analysis
EIES	[Antarctic Treaty's] Electronic Information Exchange System
ENMANET	COMNAP Energy Management Network
EXCOM	COMNAP Executive Committee
HCA	[IHO's] Hydrographic Committee on Antarctica
IAATO	International Association of Antarctica Tour Operators
IASC	International Arctic Science Committee
ICAO	International Civil Aviation Organisation
ICG	Intersessional Contact Group
IHO	International Hydrographic Organisation
IMO	International Maritime Organisation
INFONET	COMNAP Information Officers Network
IPY	International Polar Year
IPYCG	COMNAP International Polar Year Coordinating Group
LRIT	Long Range Identification and Tracking
MEDINET	COMNAP Medical Officers Network
PAntOS	Pan-Antarctic Observations System
RAPAL	Reunión de Administradores de Programas Antárticos Latinoamericanos
RCC	Rescue Coordination Centre
SAR	Search and Rescue
SC-CCAMLR	CCAMLR Scientific Committee
SCALOP	COMNAP Standing Committee on Antarctic Logistics and Operations
SCAR	Scientific Committee on Antarctic Research
SHIPOPS	COMNAP Ship Operations Working Group
SOLAS	International Convention for the Safety of Life at Sea (1974)
SPRS	COMNAP Ship Position Reporting System
SYMP	COMNAP Symposium Working Group
TRAINET	COMNAP Training Officers Network

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AGM Minutes - COMNAP XXI

COMNAP XXI – Day 1, Monday 03 August 2009

1. Opening, apologies, introductions and administrative arrangements

1.1 Opening

COMNAP Chairman, José Retamales, opened the meeting on Monday 03 August 2009, he also was the host of the meeting being the Head of INACH (Institute Chileno Antartico) based in Punta Arenas, Chile. José welcomed all participants to Punta Arenas for what he hoped would be three days of valuable discussions in plenary.

He thanked COMNAP Executive Secretary, Antoine Guichard, for his work in preparing the meeting and extended a welcome to Michelle Rogan-Finnemore as the incoming Executive Secretary (Antoine Guichard's term of appointment ends on 30 September 2009; Michelle became Executive Secretary Designate on 1 July 2009).

The Chair continued by reiterating a warm welcome to Punta Arenas to all and then he outlined various administrative arrangements for the week.

The Chair opened the meeting.

1.2 Apologies

The Executive Secretary noted the following apologies.

Apologies had been received from Members from Finland and Ukraine, who were unable to send any representatives to attend the meeting. Personal apologies were also received from Rasik Ravindra (Vice-Chair, India); Robert Culshaw (UK); Giuseppe de Rossi (Italy); and Karl Erb (USA).

Apologies had been received from Canada via a letter to the Chair. Following on from discussions with Canada, the Chair tabled a letter from Canada which discussed their future in COMNAP. Exact meaning of some of the details of the letter had to be explored and this would be considered by EXCOM in the very near future.

1.3 Introductions

The Chair then invited all participants to introduce themselves, beginning with the representatives of Japan.

The Chair then invited the incoming Executive Secretary, Michelle Rogan-Finnemore, to

introduce herself. She spoke to a brief presentation which also gave the contact details for the new COMNAP Secretariat located in Christchurch, New Zealand. Those details will be made available via the COMNAP Web Site.

1.4 Administrative arrangements

The Chair outlined the administration arrangements for the week. Ten staff from INACH would be available through-out the AGM, to support and assist delegates. Also, sponsors of the AGM would be available to answer queries. Those sponsors included ALE (Antarctic Logistics Expeditions), AGUNSA, CHAIN (Chilean Antarctic Information Network) & INCHCAPE Shipping Services.

2. Adoption of COMNAP XX minutes

The minutes of COMNAP XX (29 June - 04 July 2008, St Petersburg, Russia) had been circulated. Changes or corrections requested were not substantive and had been made. The final minutes had been distributed in August and also made available on the COMNAP Web Site. The Executive Secretary called for a proposal from the floor to accept these minutes as a final and full record of COMNAP XX – Proposed: Virginia Mudie (Australia) and Seconded: John Pye (UK).

3. COMNAP Chairman's Report

The Chair noted that, as Chair, his, and EXCOMs primary task this past year, had been to work on the COMNAP new way of working. This would be discussed and progressed this week through key sessions.

He presented the following words for Members to think about during the AGM:

“I reflect on the past twelve months – it has been a very busy time for all of us, particularly for our colleagues who work in both the Arctic and the Antarctic. This year has been the start of a new journey for COMNAP and its new way of working. With this in mind, we need to give ourselves some time to let the new way of working settle in. If it is not yet perfect, we should not reject the changes we had agreed to last year we should work together to improve our new way of working together.

We have in the past twelve months also undertaken a Member's survey via the Secretariat asking for feedback on some key questions. Let me share with you those questions and the responses we received from you.

In the survey, Members confirmed that what they have most in common is the management and support of research programmes. Also, logistics and operations in Antarctica. And, when asked if these issues are dealt with by other bodies the answer was that the function is complementary to the functions and scope of SCAR and other international science bodies. And the only other forum where logistics and operations is discussed within the Antarctic Treaty System is in the ATCM's Operational Matters Working Group.

Members want COMNAP to assist them to internationally collaborate on science projects and in monitoring activities, including assisting National Antarctic Programmes to

reduce duplication of efforts. These are important but difficult tasks.

Members also want to be provided with tools to support these objectives and to exchange information with each other. We must acknowledge that we all belong to similar bodies but that we are not the same, there are subtle differences. Therefore we may not always be interested in the very same goals.

But even with these differences in mind, we must find ways to work together and therefore I look forward to our next few days together.”

The Chair also noted that even though we are all National Antarctic Programmes we do not all deal with operations and logistics. In fact, less of us manage operations and logistics than those that do.

He continued that the COMNAP AGM is not a political meeting like the ATCM, we come here to learn from each other and gain understanding and go back to our countries with what we have learned. This has occurred for many years in a bilateral way, but we need to find ways to expand on this to improve our work.

4. COMNAP Executive Secretary's Report

The Executive Secretary introduced his 2008-2009 activity report, which is also posted on the COMNAP Web Site as Meeting Paper 3 and which is essentially what was presented to ATCM XXXII (Appendix 2).

The Executive Secretary also mentioned the revised COMNAP map, with apologies, in particular to Argentina, for the mistakes in the printed map that was distributed. These mistakes have now been corrected on the wall map and the PDF file. The map also includes an update to the details from COMNAP Secretariat from Hobart, Tasmania, Australia, to Christchurch, New Zealand. Map files Edition 5 (July 2009) are available on the COMNAP Web Site and were made available as Meeting Papers 34, 35 and 36.

5. Administrative and policy matters

This agenda item will be held over until Day 3 of the AGM.

6. COMNAP information systems

This agenda item will be held over until Day 3 of the AGM.

7. Report on outcomes of ATCM XXXII and CEP XII

Jan Huber, Antarctic Treaty Secretariat, provided a report on the recent ATCM XXII & CEP XII meetings (Baltimore, 6 – 17 April 2009). The AT Secretariat's presentation can be found on the COMNAP Web Site and Meeting Papers 8, 41 and 42 were made available before the AGM. In particular, the Antarctic Treaty Secretariat outlined the Measures, Decisions and Resolutions that were agreed to at ATCM XXXII. Of particular importance to COMNAP, the

Measure to amend Annex II of the Environmental Protocol was agreed to at the ATCM and a Decision on the appointment for the incoming Antarctic Treaty Executive Secretary was confirmed as Manfred Reinke (Germany) who will take up the position in Buenos Aires, Argentina, on 1 September 2009.

The presentation highlighted two on-going activities within the ATCM framework where help from COMNAP and National Antarctic Programs is required:

1. *To contribute to the multi-year effort of the ATCM to “clean-up” its legislation.* Explaining that there have been approximately 400 Measures created since 1961 and many of these are now obsolete. However, there has never been an effort to formally find out which ones are obsolete. The Antarctic Treaty Secretariat requires assistance to identify and revise these.

2. *Exchange of information.* Much information is exchanged for practical reasons (for example, the location and names of ships, bases, airfields etc). But, there is also a mandatory requirement to exchange information, and less than half of the Treaty Parties meet this mandatory requirement. That is, less than half do this exchange. The Antarctic Treaty Secretariat requests help in improving this and the Antarctic Treaty Secretariat can assist with “the push of a button” submitting the required information provided.

The Chair thanked the Antarctic Treaty Secretary, Jan Huber, for his helpful presentation and reserved discussion and questions for later.

8. Future directions in Antarctic science: Implications for National Antarctic Programs

The Chair introduced Mahlon “Chuck” Kennicutt, President of SCAR, who presented a paper entitled “Future Directions in Antarctic Science: Implications for National Programs”, a summary of which was made available on the COMNAP Web Site as Meeting Paper 9. The presentation is an excellent source of information for Members and the full Powerpoint presentation may be found on the COMNAP Web Site.

Importantly, SCAR’s presentation made the following conclusions:

1. The future is often unpredictable.
2. Scientific ideas and societal issues will drive future research directions.
3. Research will become more complex, holistic, interdisciplinary, international, technology intensive, and often require continent-wide solutions.
4. Data and information system demands will increase.
5. There are great opportunities for coordination, partnerships, and synergy.

Discussion

Lou Sanson (New Zealand) congratulated SCAR on a very useful presentation and asked how COMNAP can assist scientists with the IPY legacy, especially now, given that the IPY Office is coming to an end and will close. He reminded the meeting that COMNAP has a contact group on Outreach.

From a SCAR perspective, three things are important to consider: 1). To continue to organise the observing systems (for example, the Southern Ocean Observing System); 2). Outreach, in the hopes that organisations will enhance their outreach activities (for example, developing an MOU with APECS, which is the Association of Polar Early Career Scientists); & 3). Advance the data and information strategy – note that SCAR will adopt the new SCAR data strategy – preserve IPY data as a legacy. SCAR encourages National Antarctic Programs to submit their data (metadata) and SCAR is available to provide assistance with this if required.

John Pye (UK) reminded Members that the British Antarctic Survey hosts the IPY Office and confirmed that funding had been secured to maintain the office until October 2010, from NERC. He also noted that David Carlson was seeking additional funding and support. The focus for the next twelve (12) months would be to hand on the legacy of IPY and for this, stewardship was needed.

Heinz Miller (Germany) added that the IPY legacy needs to be nurtured and continued. SCAR and IASC have formed a joint working group to look at the question of preserving the IPY legacy for the future. A meeting is planned for October 2009 in Moscow, looking for suggestions for how to carry on, perhaps by establishing and maintaining linkages between large-scale Antarctic groups, he cited PAntOS as one good example.

Brian Stone (USA) thanked SCAR for the presentation. He noted that in light of Chair's comments this morning, and given SCAR's mention of the various types of capabilities National Antarctic Programs will need in future, he wondered how we are going to go about identifying where National Antarctic Programs should be making investments in the future. National Antarctic Programs have been trying to grow capabilities, but, at what point in time do we take this to the next level of technology – for example, innovation related to batteries & communications? He noted our need to engage with the research community to better develop these ideas and wondered how we might do this?

Virginia Mudie (Australia) asked a similar question. She noted that with the increasing requirement for data storage, how will National Antarctic Programs manage such data storage and asked if SCAR had developed any thoughts on this?

The Chair invited SCAR to respond to those questions, noting that it was the beginning of such conversations. SCAR noted there were opportunities for going forward and they will become more focussed in their presentations to COMNAP. SCAR also hoped there was an opportunity for a joint SCAR/COMNAP Workshop on specific technologies, where there could be an identification of trends and general areas for innovation. Data management was not part of SCAR's mandate. However, a strategy, currently under discussion will take advantage of

existing data management networks, and will utilise those and make sure there is a strong polar presence in the networks. Data management is a national responsibility not usually something considered at an international level.

Gerard Jugie (France) noted it was a nice incentive to invite SCAR to provide a report useful to COMNAP and wished to stress a few points presented: 1). The importance of an observatory system; 2). The importance of learning from previous experiences—from both poles; & 3). He agreed that there had been success with IPY and the IPY Office, but there is now a need for each National Antarctic Program to take the momentum of IPY and keep it moving.

Juan José Danobeitia (Spain) asked whether the disparity between Arctic and Antarctic IPY work was due to science needs or logistics? As according to the statistics just presented by SCAR, the amount of Arctic IPY work was much greater than Antarctic IPY work.

SCAR replied that it was simply because there are more people in the Arctic and it was far easier to access the area (drive in your car to do your research!) But SCAR's statistics were a highly quantitative study that was not based on amount of funding involved but was based on the number of people and projects.

The session closed with Jan Huber (AT Executive Secretary) reminding Members that ATCM Recommendation XV-20 (1989) lists a range of actions that should be taken to improve the safety of air operations and required Parties to provide information on airfields and required advance notice for exchange of information.

9. COMNAP Strategic Project presentations

This session allows the Project Managers to provide a review of their Strategic Projects for 2008-2009.

9.1: Mechanisms for collaborative support to science. Project Manager: Heinz Miller

Heinz Miller (Germany) spoke to his paper, Meeting Paper 10, on this item which overlapped with the information presented by SCAR. He noted that COMNAP will have to revisit the question of environmental monitoring so that it is up-to-date and serves a purpose.

He suggested a way forward might be for COMNAP to invite SCAR to attend the AGM regularly, and, for the next AGM, we can come up with more-focussed discussion items and more focussed presentation topics (perhaps two or three topics) and include this as a standing agenda item for our AGM.

He also suggested that there could be a system in COMNAP that explains what the process is for planning of Antarctic science and capturing such information via a template. That is, capture information on National Antarctic Programs and create a mailing list for science managers to share this information with Members. Perhaps, using King George Island as an example.

He queried as to how we might get scientists to enter their metadata into the relevant databases? Noting that not all countries have procedures in place for data management nor is that linked to their funding.

Heinz then added a personal observation, that COMNAPs role and the role of the AGM was to facilitate a response for success of science programs.

Virginia Mudie (Australia, Vice Chair) thanked the Project Manager for an excellent presentation and asked the plenary to hold all questions on this for a special topical session.

9.2 COMNAP new way of working. Oversight EXCOM Member: Virginia Mudie

The Chair welcomed the presentation from Virginia Mudie on COMNAPs new way of working.

Virginia explained that the presentation (Appendix 3) was a compilation of the agreements from last year and a suggested way forward. We had agreed a small number of Strategic Projects and now it was time to reflect on “how do we fulfil our purpose”? She noted that the Antarctic Treaty Secretary, Jan Huber, had identified specific ways COMNAP can assist the ATCM. And, moving to the future, we must recognise that we do not have sufficient time to do all our tasks and that we are all busy people. So there is a need to have a manageable level of COMNAP activities.

She noted that it would be useful to have a discussion around major project priorities and clarify expectations and hopes for their outcomes. There might be a range of timeframes for the projects, perhaps from as little as one (1) year to up to five (5) years. We could use the project template on the Web Site to explain the projects, while guidance and clear oversight for the project will come from the Vice Chairs. EXCOM would identify key stakeholders with relevant expertise for each project.

Discussion on this idea will occur later in the AGM, in the topical discussion session on Day 2.

The Chair thanked the EXCOM member and reminded delegates that this will be picked up as one of the main topical discussions.

Lou Sanson (New Zealand, Vice Chair) added his support for the ideas from the EXCOM perspective, noting that the Strategic Projects have worked reasonably well. There has been a struggle to maintain active networks and contact groups, but this may simply be a result of the recent reduction from twenty-two (22) committees to eight (8) contact groups and eleven (11) Projects. COMNAP needs volunteers to do work for COMNAP with Vice Chairs driving the work. He also noted that information sharing groups have suffered the loss of some of the formal working groups that have now disappeared and questioned whether are they no longer needed. For this to be answered, feedback from Members is needed.

9.3 Improving SAR coordination and response in the Antarctic

The Executive Secretary introduced the presentation “Improving SAR Coordination and

response in the Antarctic” and reviewed the report from the SAR Workshop I in Valparaiso which was made available as Meeting Paper 14.

He reminded Members of the plan for a second SAR Workshop to be held in Buenos Aires, Argentina, in early November 2009 and invited Mariano Memolli (Argentina) to introduce the plans for the upcoming workshop. These details can be found on the COMNAP Web Site and are also available as Meeting Paper 15 which will also be recirculated for comment by 30 August 2009.

The Executive Secretary also introduced Ivan Valenzuela (Head International Relations DirecteMar, Chile).

The Chair thanked the Executive Secretary for the practical and important workshop. He also noted that IAATO had immediately distributed the results of the first SAR workshop to its members to use, thanking and congratulating IAATO for distributing the information to members in such a timely manner.

9.4 AIMNR best practice. Oversight EXCOM member: Kazuyuki Shiraishi

Kazuyuki Shiraishi (Japan, Vice Chair) introduced the AINMR session and recalled the work done in Cambridge over the course of the year done by his group, especially Antoine Guichard and Robert Culshaw (Project Manager). He then gave the floor to Iain Grant (UK) to present on behalf of Robert Culshaw. Information was also made available as Meeting Paper 16.

The presentation concluded with the suggestion to COMNAP Members to consider the report, to agree on any adjustments it would like to make to the design and to resolve to implement the AINMR system by the end of 2009.

Discussion

The Executive Secretary was then invited to add information on what steps should be reported and entered in to the system, he invited comment on the proposed template. He noted that it was important to add the information in quickly, even if Members did not yet have full details of the accident/incident. So that experiences can be shared quickly. He also noted the system corresponds directly with the structure of the Antarctic Treaty Electronic Information Exchange System (EIES), so that there is no duplication of effort/data entry and that information can then be uploaded to the AT site automatically.

Virginia Mudie (Australia) asked if it was possible to select or choose a particular incident so that it will automatically then notify all COMNAP Members of its entry into the system, noting that it would be an important feature of any such system.

The response from the Executive Secretary was “Yes”.

9.5 Review of current status of medical support issues. Project Manager: Iain Grant

Lou Sanson (New Zealand, Vice Chair) opened the session and offered the floor to Iain Grant to

present his paper which was available as Meeting Paper 17.

The presentation highlighted the emerging issue of infectious disease, especially considering that we are about to open Antarctic bases that have been closed for the past many months. It includes recommendation for Members that will shortly be opening their bases.

Discussion

Lou Sanson thanked Iain for a comprehensive presentation and summarised a few of the key points from the presentation including highlighting the usefulness of the proposed conference in Dundee and the opportunity for the plenary to present questions to the meeting.

Valery Lukin (Russia) thanked Iain for the presentation and posed a question. The question was in regard to the varying standards amongst National Antarctic Programs regarding medical standards and whether there could or even should be joint/similar standards for all the parties of COMNAP? The response from Iain was that he thought that there should be a minimum set of standards, which is a relatively low standard that is not expensive, more of a framework in which nations can choose to work if they wish to.

9.6 Mechanisms for logistic collaboration and sharing facilities. Project Manager: Juan-José Danobeitia

José Retamales (Chile, EXCOM Chair) invited the Project Manager to begin the discussion on this topic.

Juan-José Danobeitia (Spain) introduced his paper (Meeting Paper 45) which presented an idea for a bartering system in regards to Antarctic logistics and support services. The idea of a bartering system is one that is used informally in Antarctica but could be used more widely and would mean that no money has to exchange hands in exchange for logistics services or support. It is hoped that the paper will generate discussion between Members in order to develop such a system or at least such a basic framework.

Discussion

Australia congratulated the Project Manager on an excellent presentation and mentioned it might be valuable to the East Antarctica area.

9.7 Review of the Antarctic Flight Information Manual (AFIM). Oversight EXCOM member: Kazuyuki Shiraishi

In the absence of the Project Manager, the Chair invited Kazuyuki Shiraishi (Vice Chair, Japan) to introduce the item. The Executive Secretary then was asked to provide background information on the AFIM. The Executive Secretary reminded the plenary that COMNAP has an ATS requirement to produce an AFIM and noted that the publication was used principally by National Antarctic Programs. He referred Members to Meeting Paper 18, the discussion paper on the review of the AFIM.

Discussion

Brian Stone (USA) asked what the long term goal of the AFIM was?

The Executive Secretary stated his understanding was sourced from Recommendation XV-20 (1989) which requires all such information to be contained in an AFIM. He noted the growing number of exchanges between National Antarctic Programs and contractors which make it more difficult for individual organisations to have their own documents on Antarctic flight-related information.

David Blake (UK) added that the Antarctic is an unusual regulatory airspace, and noted that the AFIM was for pilots and it is the guidance for the moment. He suggested that there may need to be information on the COMNAP Web Site as to how one might get agreement from National Antarctic Programs if one wishes to use their facilities. The UK also noted that it supports the approach that had been outlined, noting that if it moves that way it will benefit us all. They also mentioned the need to think wider about the various new dangers that might be in Antarctic airspace.

Richard Mulligan (Australia) queried how we overcome the problem of inaccuracies in the AFIM, since the AFIM review determined the information it contained was not accurate. He also asked whether this was due to National Antarctic Programs not providing the information. Noting that, if this is the case and if this continues to be the case, the AFIM will continue to remain inaccurate.

The Executive Secretary noted there was a need for quality control processes, especially since these are expected by IACO.

Richard Mulligan (Australia) again queried as to whether this was due to National Antarctic Programs not providing the information required to keep it up to date.

The Executive Secretary replied in the negative, saying that National Antarctic Programs were providing the information but not in the standard that is generally required of aviation flight manuals.

Australia concluded that there is then a need for a system that is up to date, as there is a danger that pilots will go somewhere where information is not right. The question remains, how do we address this?

9.8 Hydrographic surveying. Project Manager: Albert Lluberas

The Chair reminded Members that Rasik Ravindra (Vice Chair, India) was the oversight EXCOM member for this Strategic Project, but that, in his absence, Virginia Mudie had agreed to introduce the presentation. She turned the floor over to Project Manager Albert Lluberas.

Albert Lluberas (Uruguay) recalled Resolution 5 (2008). He introduced three speakers from the IHO-HCA (International Hydrographic Organisation's Hydrographic Commission on Antarctica) to present under this item and reminded members of Meeting Papers 19 and 20.

The first speaker was Hugo Gorziglia (Director International Hydrographic Bureau and HCA

Chairman). His presentation highlighted the importance of hydrographic activities in Antarctica and of the IHO mission and objectives.

The second speaker was Iain Moncrieff (HCA Vice Chairman) who presented on the topic of risks related to Antarctic operations. In particular he noted the need for improved hydrographic surveying and co-ordination.

The third speaker was Enrique Silva (Chilean representative on HCA) who presented on initiatives to improve hydrography and charting in Antarctica.

The Chair thanked all three presenters for their presentations and called for questions from the floor.

Discussion

Albert Lluberas (Uruguay) mentioned that forms were on the COMNAP Web Site and technical advice will soon be available “on the spot”, he noted that he hoped COMNAP could continue to work together with those organisations with common goals.

Heinz Miller (Germany) noted that there is a long time between collecting data and producing new charts and, therefore, asked if there was a way to make information available before the official chart is ready? He also asked if there is a database for cruise planning, that is, data available and accessible and if so, when and where?

Iain’s reply was that we do have a navigational warning system whereby the information can go out within 24 hours. There are also “Notice to Mariners” when changes are being made, so that the mariner can make changes to the chart they already have. He noted that, yes, time is a problem when it comes to producing and issuing a new chart. They do also have the capacity to overlay a swathe if a new one is available with a disclaimer not to navigate outside that swathe.

Valery Lukin (Russia) asked if all members use WGS-84 for collecting navigation data. The reply from Hugo was, yes, but there are still some charts not in that datum, but there is a priority to do this, noting also that there is the ability to recompile some charts onto WGS-84 with clever maths and computation.

The plenary was adjourned at 1800 and would resume the next day

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The Chair welcomed the AGM delegates back for Day 2 and introduced the revised programme for the day.

10. Topical Discussions

10.1 Science collaboration horizon-scanning

The Chair referred to the paper tabled by Heinz Miller on Day 1 of the AGM (Meeting Paper 10) then opened the floor for discussions.

Heinz Miller (Germany) reiterated how important long-term monitoring activities are (see also Meeting Paper 11). Noting that this is something we need to keep in mind when we have to justify costs and expenses. We require good scientific arguments for the continuing support of monitoring activities, not just monitoring for monitoring sake. Need a better interaction between National Antarctic Programs and quality control of datasets. He called for views regarding the future that we face regarding long-term monitoring activities.

Javier Arata (Chile) noted that in INACH, they have moved from long term monitoring activities to a review process. He also thanked Juan José Danobeitia (Spain) for his presentation on Day 1 on the bartering system which Chile was interested in. Chile is also interested in science-driven collaboration, as opposed to logistics-based collaboration and noted a need for a standard database containing information on programme plans in order to have the ability to share logistics.

Juan José Danobeitia (Spain) noted that one of the problems that they have is that they have a national research program which funds research, but the view is that long term monitoring is not “research” and so no funding is available. The suggestion is that COMNAP might need to prepare information on long term monitoring in order to show its value, so that funding could be applied to support such activities.

Lou Sanson (New Zealand) noted that New Zealand had the same problem as Spain and the problem became particularly evident when IPY legacy was recently discussed. There are sometimes unclear signals perhaps from a SCAR perspective as to which long term monitoring legacies are important. For example, the IPY has left a legacy of 22 Automatic Weather Stations in the Ross Sea region and the expectation is that now, out of the National Antarctic Program budget, New Zealand will continue to send helicopters to those every year to download that Automatic Weather Station data. He noted there remains the question of where does the funding come for this and is this even necessary?

Valery Lukin (Russia) believes long term monitoring is a very important aspect of scientific research in Antarctica, noting that the scientific research related to global change was very important, but not the only important scientific research. He suggested there was a need to look at the recommendations of World Meteorological Organisation (WMO) for standards.

José Retamales (Chile) noted the during his recent visit to Patriot Hills, the one thing he saw was the Automatic Weather Station that ALE had installed there. He also confirmed that ALE inputs this information into the international system, but thought there might be other areas in Antarctica where there are no stations nearby and so queries whether Automatic Weather Stations are needed in these areas or not? He noted that with new airfields, there is now access to place Automatic Weather Stations in new areas and to monitor and collect the data from them.

José Retamales (Chile) also provided another example, this one involving the cosmic ray data collection from two solar cycles, and wondered if the next generation will support this type of project in the future, noting the need to determine which programmes are running and supporting cosmic ray research in Antarctica? Seismic data collection is perhaps another example.

The issues appear to be:

- There is duplicate monitoring/observation across various programmes.
- Is there adequate exchange of information in long term monitoring systems?
- Funding for long term monitoring activities is always an issue. Who should fund such activities and how can we convince funding agencies that long-term monitoring is important?
- There appears to be an opportunity to work closely with SCAR on this as a priority issue.

Heinz Miller (Germany) summarized that National Antarctic Programs are the ones that are picking up the on-going costs of long-term monitoring activities. He noted that care should be used to ensure that you are being specific when using the term “monitoring”, in particular, because funding agencies do not like this term.

Gerard Jugie (France) reminded Members of the long discussions on this issue at COMNAP XX. He noted that COMNAP should be proud of long term monitoring (observatory) activities and noted that any discussion on the topic should take place in close collaboration with SCAR. COMNAP should be aware of the different sectors that we are looking at-this is not simple. He also noted that during IPY progress had been made in the Arctic and we should take lessons from there for Antarctica and we should also be aware of what is happening at all Antarctic stations to avoid duplication.

Lou Sanson (New Zealand) noted that confusion arises simply in terminology – monitoring and observatory for example. He noted a New Zealand example of Adelie penguin observations-suggesting that in New Zealand this type of activity would likely get high marks, but perhaps direction was needed from SCAR on what is important and what is observing and monitoring.

There was general agreement noted by the Chair that SCAR input on this issue is important.

Virginia Mudie (Australia) noted that Australia had similar issues to those of New Zealand in regards to penguin monitoring, noting that such an activity dictates when the Antarctic season starts for them, meaning that a monitoring activity is controlling more than this one project. She asked whether there might be innovative ways to collect such data.

Chuck Kennicutt (SCAR) noted that there appeared to be confusion and noted there are long standing SCAR papers that promote and recognise the value of long term monitoring projects, but they get little discussion and recognition. He agreed that this was a prime example of where SCAR and COMNAP should work together, also noting the slight conflict of interest in science telling National Antarctic Programs that long term monitoring is important and so they should

support it. There is a maturity of observing networks which SCAR can not promote in isolation. This may be an opportunity to work together on this as a priority item.

The Chair noted that in the Miller paper there is another issue regarding information on individual research projects. Noting that there already exists a system within the Antarctic Treaty System for information exchange, but recalling also the discussion by Jan Huber on Day 1 of the AGM, which noted that only 50 percent of countries make use of this information exchange. The Chair also noted that more than half of the National Antarctic Programs do have an input into which Antarctic science projects will be funded, meaning that there were not so many programs where it is outside the control of the National Antarctic Programs. The Chair also made a point about timeframes and that in some cases timeframes are so short that there is little opportunity to share information on projects.

Lou Sanson (New Zealand) responded to the SCAR representative, agreeing that it should be considered by COMNAP and SCAR so that COMNAP can understand which monitoring or observing projects are of the very highest priority.

Heinz Miller (Germany) then refers back to the paper and the three SCAR recommendations in the paper. He then mentions the section in his paper regarding large-scale projects and highlights the need for COMNAP as a group to discuss this as a standing item on the AGM Agenda.

The Chair noted that there appears to be consensus on this.

12: Reports on 2008-09 incidents and lessons learned

Kazuyuki Shiraishi (Vice Chair, Japan) Chaired this session, noting that there were six (6) papers for presentation and discussion for the session.

12.1 Report on an accident of a snow tractor falling down into the sea. China (Meeting Paper 31)

Chen Danhong (China) presented the paper on the accident when a PB 300 snow tractor fell into the sea, 41 kms away from Zhongshan Station, on November 27th, 2008. The accident happened during the unloading operation of the 25th Chinese National Antarctic Research Expedition (25th CHINARE). Fortunately, the driver got out of danger and no one was seriously injured. She noted three lessons learned as a result:

1. Sea ice is dangerous at any time and during any season;
2. Sea ice is particularly dangerous when it is uneven and there are gaps;
3. Transfer one-to-one ratio.

Discussion

Heinz Miller (Germany) asked the thickness of the sea ice in the area of the accident, noting that it sounded as if the cracks were caused by movement of the sea ice by tides or winds.

Brian Stone (United States) commented they were glad there were no injuries and then noted the robotic survey techniques are being developed to avoid this in the future although they are still in early trial stage.

12.2 Effects of extreme cold temperatures on dry powder fire extinguishers. New Zealand (Meeting Paper 44)

Lou Sanson (New Zealand) provided background on a fire at an A-Frame Hut near Scott Base which occurred when three (3) senior Antarctica New Zealand staff went to refuel the heating system there. The procedure they employed resulted in the ignition of ten (10) litres of white gas that someone was holding. The person holding the fuel was wearing new polar clothing that then melted on his skin, resulting in minor burns. During the event, the fire extinguisher was tried but failed. This led to the testing of all fire extinguishers and the paper presented discusses the lessons learned from that fire extinguisher review.

Iain Miller (New Zealand) then reported that 70% of the outdoor dry powder extinguishers failed although they had been regularly tested. The review determined that the time between testing was too long and that the rubber seal had, in most cases, dried out and failed. There was also advice given regarding the use of compressed air extinguishers versus those with compressed nitrogen.

Discussion

Richard Mulligan (Australia) noted that in terms of the review, New Zealand had considered “physical things” and inquired as to a review of the “human decisions” made by staff.

Iain Miller (New Zealand) replied that staff had received very good training on environmental spills of fuel and the staff noted that they were worried about spilling the fuel and not thinking of the consequences of igniting the fuel. The advice is for people to take one minute to stop and think about what they are doing and to not be afraid to tell a colleague that what he/she is doing is something that does not seem correct.

Australia noted that it has developed a “Take 5” document, which is along those lines. It is a small document and is carried in a person’s pocket as a reminder to take care and think about their actions.

Brian Stone (USA) commented that they had discussions with New Zealand on this incident, and noted that clothing is an issue. The United States gives fire resistant clothing to those that are working in technical areas, but not as everyday clothing. This is something that should be considered.

12.3 Russian Report on 2008-2009 Incidents. Russia (Meeting Paper 46)

Victor Pomelov (Russia) presented the paper on the fire at Progress Station, after which, Valery Lukin (Russia) thanked Australia, China and Brazil for their support during the incidents. He

noted that the fire was related to human error and due to the use of very old structures. He also mentioned that some originally temporary structures are now being used for more permanent uses. He also noted that there will be two overland tractor trains from Mirny to Vostok, and back again, this season.

There was a note of caution expressed: reminding Members that we have had three fires on the continent in the past year at different places in Antarctica, with different people, and in different situations, but with the same results. It is difficult to understand why this has happened.

Discussion

Heinz Miller (Germany) made a point in relation to the sea ice accident, reminding all Members of the dangers when traversing across ice. He noted also that there are various ways to mitigate the problems, such as, aerial photography, use of radar technologies and that we should make an effort to share best practice on the use of these.

Brian Stone (USA) added to those comments, noting that they are trying to make the radar technology easier to use, as currently it required a highly skilled technician/operator. ALE and the US National Antarctic Program both also used satellite imagery. The USA and Norway then offered to talk to any Member regarding sharing the lessons learned on the technology available.

Roberto Cervellati (Italy) asked if the sea ice accident could have avoided by using radar?

Brian Stone (USA) could not comment specifically on this and noted that the USA sea ice reconnaissance work also relies on drilling on sea ice as radar success on sea ice is limited due to its high water content.

Heinz Miller (Germany) agreed that programs must use hand drilling on sea ice or pneumatic tools that can be deployed from aircraft, but noted that even that may not have avoided this particular incident, as a huge crack might open up in a very short time in areas even where the sea ice is thick and it is moving.

Australia thought there may be value in a project at looking at fires in Antarctica, and the sharing of best practice to avoid and control fires.

12.4 Joint medical evacuation from Davis Station by Australian and US Programs.

Australia (Meeting Paper 23)

Virginia Mudie (Australia) reported on the incident at Davis Station when a staff member was seriously injured in a quad bike (4-wheeled, motorized, open vehicle) incident. Australia had done an external review of the incident which concluded that the Australian Antarctic Division was not at fault and ruled the incident to be an accident in which alcohol was not an issue. The review did raise serious safety concerns on the use of quad bikes, highlighted issues regarding policy on recreation, and on expedition attitudes to health and safety. The incident brought to the fore the difficulties of conducting an evacuation before the start/opening of an Antarctic season and reinforced the point that SAR largely falls back to National Antarctic Programs as their responsibility.

Discussion

José Retamales (Chile) added that they too had had a quad bike accident in Antarctica, but which was alcohol-related. In response, INACH has stopped bringing alcohol to the Chilean Station in Antarctica. He also noted that there had been a fire at Frei Station in April 2009, and that, while no one was injured in the fire, there were also problems given the temperature was -26 degrees Celcius at the time.

Australia noted that they were happy to provide information on the quad bike incident and on safety of quad bikes generally from an Australia court decision, noting that were found to be particularly dangerous on slopes/uneven surfaces.

12.5 Medical Evacuation from Troll Station, Antarctica. Norway (Meeting Paper 48)

John Guldahl (Norway) presented information on an incident on 3 October 2008, when a member of the Norwegian over-wintering crew at Troll had an accident which resulted in a complicated fracture in the lower leg. After the patient was brought to Troll the physician at Troll stated that there was a need for an evacuation out of the continent. The Troll runway was closed for the winter season and so the process of opening the runway and getting the patient evacuated began. Bad weather at Troll then delayed the rescue flight for eight (8) days. The patient was successfully transported out to a hospital in South Africa, then back to Norway where he eventually recovered. Lessons learned included the circumstances of the injury, the need for good communications and organisation and the need to have external resources available when needed.

Russia thanked Norway for their presentation and there were no discussions.

12.6 Medical Evacuation from Neumayer Station. Germany

Hartwig Gernandt (Germany) presented information on three (3) medevacs from Neumayer II and Neumayer III stations during the 2008/09 season (Meeting Paper 50) and provided a chart regarding injury and diseases during the season.

After the presentation, there were no questions from the floor.

12.7 Report on accident of aircraft Basler BT-67 (C-GEAJ). Antarctic Logistics Centre International (ALCI) was tabled by the Chair but not introduced (Meeting Paper 49).

Discussion

The Chair invited Brian Stone (USA) to present an overview of the three evacuations (August 2008, February 2009 & March 2009) from Palmer Station last season, done with the support of the Chilean Antarctic Programme from Frei Base. The USA expressed sincere thanks to INACH and the Chilean Air Force and noted all three staff involved have recovered completely.

The Chair noted that the key point of this session was that sharing information is important. It will inform the upcoming SAR Workshop and is important information in the AINMR.

The Chair closed the session.

10.2 Topical discussion: Health & Safety - Sharing best practice

Lou Sanson (Vice Chair, New Zealand) introduced the Topical discussion under this agenda item in the absence of Robert Culshaw (UK) noting how important this topic is for National Antarctic Programs as a key risk reduction measure for all. He also noted that these sessions are not just about logistics, but about the “culture” that creates these accidents so that we can all learn from each other. He invited contributions for the floor in order to discuss any National Antarctic Programs significant health and safety fears and subsequent learning experiences.

Discussion

Australia raised a point regarding increased regulation and legislation for National Antarctic Programs which come from their home countries and also wished to explore how, when some staff only come to an Antarctic program only once, do we manage those - particularly since there is no opportunity for sanctions since they never return and are not continuing/permanent staff.

Russia suggested that the increase in incidents may be the “negative side of IPY”, that is, with the introduction of new science programmes, there are many new people in Antarctica and new science and logistics operations, therefore providing new possibilities of negative incidents. Noting, that there may be a need to look at the scale of the logistics activity in Antarctica, which has an upper limit.

Lou Sanson (Vice Chair, New Zealand) summarised the session and suggested that there might be a task of looking at health and safety culture, single trip personnel, managing people who are repeat visitors with a “pioneering spirit” and at the increase in legislation. He also asked Members to supply information to the AINMR system.

10.4 Topical discussion: Search and Rescue

The Executive Secretary invited Ivan Valenzuela (DirecteMar, Chilean Navy) to begin his presentation which explained the mission of the Chilean National Maritime Authority, its area of responsibility and its scope of actions which include SAR in the Antarctic region-noting the increase in shipping in the Antarctic region especially shipping involving passenger vessels.

His conclusions were:

- The Chilean Navy has the capacity, the personnel and the assets to respond to emergency situations in the Antarctic by performing SAR and oil pollution combat.
- To achieve this objective, the Chilean Navy has implemented new maritime facilities equipped with advanced technology to provide permanent communications and to support safe navigation.
- Navigation difficulties in Antarctic waters, especially for passenger ships, require the crew to have special training.
- The presence of Chilean and Argentine Navy ships, through the Combined Naval

Antarctic Patrol between November and April, allows us to encounter emergency situations as the ones described.

- The fact of having an updated surface picture with information from the Chilean Navy, the COMNAP and IAATO Ship Position Reporting Systems, allowed the provision of timely support to vessels in distress.
- The possibility of accidents involving vessels transporting passengers to the Antarctic is a real risk which requires the adoption of coordinated actions by all involved agencies and organisations to respond to these kind of emergencies.

Discussion

David Rootes (IAATO) thanked Ivan for the helpful and useful presentation and stated that they appreciated the work that both Chile and Argentina had done regarding SAR in the Antarctic Peninsula. The Executive Secretary commented on the situation in the Peninsula, where there is a relatively large number of people with the capacity to help when needed. He also reminded Members of ATCM Recommendation I-10 (1961) “Principles of Emergency Assistance” requiring parties to render assistance when they are requested to do so.

The Executive Secretary then presented the overarching objectives of the SAR Workshop II to be held in Buenos Aires, Argentina, 2 November 2009, and called for discussion on these proposed objectives (see Meeting Paper 15).

Brian Stone (USA) reflected on the proposed objectives, noting that in regards to land SAR, the USA would like to know where exactly the problem lies. He noted that the US National Antarctic Program creates a SAR plan for every activity that they operate in the field and they routinely work with other National Antarctic Programs for their joint operation regions and any other joint activities. The USA believes that, for their program, they are covering all their activities. The USA added that it works closely with the RCCs and supported communication and increasing coordination with the RCCs, but were concerned with characterising the issue as a “problem” as they don’t see it as a problem, perhaps it is a terminology, so that word “problem” might need to be considered or removed.

Virginia Mudie (Australia) noted that they would like to see an indication as to what the process is to determine what the objectives were for the upcoming workshop.

The Executive Secretary replied that the objectives were discussed by the RCCs and have been proposed by Argentina, they are available for feedback.

Lou Sanson (New Zealand) supported the comments from the USA, that if the land SAR session is about information-sharing then fine, but it is not a “problem”. New Zealand saw no problem with the proposed objectives and congratulated COMNAP for coordinating the SAR Workshops. However, he did note that one possible objective that was missing, given the presentation on hydrographic charting that was presented on Day 1 of the AGM, might be the identification of the highest priority areas in the Southern Ocean for hydrographic surveys.

Albert Lluberas (Uruguay) noted that Uruguay has employed an automatic certification system in land vessels, and wishes to do the same for sea vessels, but has no budget to do so.

Mariano Memolli (Argentina) noted that land SAR for them, is about improving collaboration between National Antarctic Programs, to improve co-ordination and communication, and this is seen as a good task for COMNAP. He also noted that Argentina supported Australia's suggestion for a deadline for additional reflection of the proposed SAR Workshop programme.

Heinz Miller (Germany) added one thought on land-based SAR discussion, mentioning the USA/New Zealand model or the programmes operating in the Droming Maud Land area, thinking that there could be a regionalised discussion of the issue especially since there are very different Antarctic environments that we all work in. The USA agreed with this regional approach.

There was then a suggestion from the Executive Secretary to consider the regional approach, noting perhaps that Australia, USA/New Zealand and Germany take regional leads.

Lou Sanson (New Zealand) noted one other issue which involves National Antarctic Programmes is the development of the fishing industry - introducing cases where ships may need help, but will not call for help. He cited an example of a toothfish vessel in the Peninsula Region that was in distress but would not call for assistance.

The Executive Secretary agreed that this issue will be added to the proposed agenda along with the hydrography issue, which is a prevention issue not SAR itself, but requires information gathering on where the highest level of vessel traffic is.

Albert Lluberas (Uruguay) thought that COMNAP needed to work more with the ATCM to get this information.

Heinz Miller (Germany) suggested that in these discussions we should include IAATO and also include reports on lessons learned, accidents and incidents from National Antarctic Programmes and from other organisations like IAATO.

David Rootes (IAATO) agreed that there is great value in IAATO being included in COMNAP discussions and will consider the correct mechanisms for a co-ordinated IAATO response.

Virginia Mudie (Australia) reflected on the issue of approaching this on a regional basis, noting that not all countries were at the first SAR Workshop. She suggested that in future such workshops might be video-conferenced or tele-conferenced so as to include wider participation. Argentina agreed to look into this for the next Workshop.

Lou Sanson (New Zealand) then mentioned the Antarctic Treaty Meeting of Experts (ATME), 9 – 11 December 2009 in Wellington, New Zealand, noting that the SAR II Workshop outcomes should feed into the ATME.

In summary, the Executive Secretary agreed to change the word “problem” to “question” or “the challenges with land SAR” in the context of land-based SAR and noted the programme

would be put to the COMNAP plenary. He also agreed in regards to land SAR to try to define a few regions and call for presentation based perhaps on something like:

- Peninsula (lead: Argentina, Chile, [UK])
- Ross Sea (lead: USA)
- East Antarctica, from Cape Adare to Mawson (lead: Australia)
- Dronning Maud Land (lead: Japan or Germany?)

He also noted that in regards to prevention, in addition to training we could look at identifying the most pressing needs for hydrographic surveys and we should discuss the importance of access to weather forecast services and how we could improve this. He noted the SAR I Workshop Report was available on the COMNAP Web Site and the Final Report from SAR II Workshop would also be made available to all Members.

14. National Antarctic Programs sharing best practice and/or innovation

This item was scheduled for Day 3 of the AGM, but a portion of it was discussed during this session due to the early departure of the presenter.

14.3 Review of the Antarctic Treaty Inspection Checklists

Rodolfo Sanchez (Argentina) presented on this item and reminded Members of ATCM Resolution 5 (1995) and the establishment of an ICG convened by Argentina and noted the main purpose of the revision was to contribute towards making inspections more efficient and to help both inspectors and inspected staff, by providing clearer and more comprehensive questions and likely sources of information to obtain and/or check data collected at the station.

During his presentation he thanked COMNAP for its participation in the first intercessional period which ended on 24 July 2009, noting that the draft document is on the web-based ATCM forum found at <http://forum.ats.aq>. He then extended an open invitation to all COMNAP Members to participate in the next round through their ATCM national Antarctic contact points. He also proposed that COMNAP produce an annotated checklist, that is, with areas of further explanation not simply a checklist.

Discussion

The Executive Secretary drew attention to Meeting Papers 24, 25 and 26 which reflected the work that was done last year at clarifying the questions and terminology related to the review. He noted his understanding that there is sensitivity in the ATS that this list is not mandatory, but it can be used if the observer wants to use it. Since it does not use standard terminology, there are, therefore, challenges for COMNAP to provide the ATCM with the correct information. COMNAP may be able to provide an additional document to assist inspectors and to provide additional information to inspectors.

Mariano Memolli (Argentina) noted that they encourage their station leaders to use the checklist themselves to self-audit and this has proved to be a very useful exercise.

10.3 Topical Discussion: New COMNAP structure review

Lou Sanson (New Zealand) introduced this item and requested feedback from Members on what they felt was working and what was not. He reiterated the need for a “bottom up” approach and asked how this might be achieved. He noted an important component of COMNAP was information exchange - an opportunity to share experiences and to discuss issues relevant to many Members. He requested honest and open feedback so that EXCOM could listen to that feedback in order to improve the AGM.

Discussion

Gerard Jugie (France) supported the change in the way COMNAP works. He noted that for a “bottom-up” approach and a reactive assembly, what was needed was:

- Care not to underestimate the language barrier as most Members were not native English language speakers. There was a need for all to speak slowly and also encouraged non-native English speakers not to be shy and to speak up if we want full participation;
- Commitment to only a few issues/projects each year, preferably those that are directly linked to the scientific research we all support;
- Appreciation of the diversity of the various National Antarctic Programmes, especially important that we are mindful of this given our goal to serve National Antarctic Programmes.

He also noted that in regard to SCAR and, for example the discussion regarding long term monitoring, there is value in this subject for COMNAP as we are spending a lot of money on this and we need help and support. He reminded Members that belonging to EXCOM is not an honour but a duty and that, in the past, you would not get much return from the EXCOM.

John Pye (UK) noted the change as a welcome change and supported the new way of working and what it is trying to achieve, but noted there was room for improvement in this new way of working. For example, the whole two days of constant plenary meeting was tiring, so perhaps, smaller groups with varying formats during the week would be better and would allow for a more comfortable sharing of opinions and would deliver more value for the practitioner. He sensed that EXCOM recognised what changes are needed in the new way of working, mentioning that networks had suffered the most - not knowing how to move forward in the new system and, it was these networks, that provided the “bottom up” approach. He noted that we can fix the few things we just discussed and that we should not try to be too ambitious-better a few projects in the next year and be more ambitious later.

The Chair agreed with the comments, particularly regarding the language barrier and the networks. He suggested that translation of some sort should be considered for the COMNAP AGMs.

David Blake (UK) endorsed most of the comments raised and felt that the key point was that COMNAP had moved from an organisation of too many groups to a “too managed” organisation. He suggested the need to engage experts who have knowledge and ideas that are innovative and that can add value to the organisation, rather than just reporting back on

practices that have been the same for the past 40 years, as this does not add value.

Mariano Memolli (Argentina) noted his support for the new way of COMNAP, while recognising the language barrier. He also supported the UK idea to have smaller groups as “expert groups” but not as many as previously. He suggested alternation of groups over several years with each group being led by a technical operator.

Maaïke Vancauwenberghe (Belgium) supported the new way of working and the project focus, but also agreed with the comments already made. She framed the projects around three broad subject areas: 1) Treaty/CEP tasks; 2) Recurrent tasks (for example, the AFIM); and 3) Needs and interests from National Antarctic Programs. Noting that we all have time constraints, we need to work in small groups and we need to stress the benefits from existing networks.

Richard Mulligan (Australia) endorsed all that has been said but hoped there can be a review of the structure of the AGM in order, in particular, to avoid overlap in sessions.

Brian Stone (USA) offered to share his experience in the USAP on this. He agreed with the points already made regarding the need at the AGM for personal interactions and exchanges – calling these opportunities as “the best parts of these meetings”. He encouraged better scheduling so that there is more time to talk to people during the AGM.

The Chair thanked the Members for the discussion and noted that the many suggestions would be considered by the EXCOM in order to improve the next AGM. He then reopened the discussion by asking three leading questions: 1) What are the really critical networks? (Medical, Environment, Shipping, Air etc); 2) How can we make the best of the Symposium?; 3) How can we make the best of our bi-annual meetings with SCAR?

Heinz Miller (Germany) began by addressing the third question regarding SCAR, noting there are conflicts of interest between SCAR members and COMNAP Members. Many COMNAP people are interested in listening to the SCAR meeting/programme, so that thought needs to be given to how this can be achieved and balanced. COMNAP should give an overview presentation at the SCAR meetings as to what COMNAP is all about and SCAR input into COMNAP is the primary driving force for COMNAP, as our purpose is to serve science. The SCAR presentation on Day 1 of our AGM, should also include discussion time.

John Pye (UK) addressed the question on networks, saying they should be self-populating based on capability available within COMNAP. He gave the example of social networking sites on the web. In order to achieve this, we needed a list of people who are active in those particular areas. In regards to the question on the Symposium, he thought the biggest value was that it allowed experts to get involved in what COMNAP is and it attracts junior-level people. He did express the view that the Symposium needed to be more interactive and could be used as a way to try to solve a proposed problem.

Valery Lukin (Russia) noted his preference for the new structure of COMNAP, noting it was better and that any project must have a real result. He also was of the view that small working groups are only for information exchange.

Mariano Memolli (Argentina) supported the Symposium, saying COMNAP needed a Symposium every two years, likening it to the SCAR Open Science Conference. He saw a need for COMNAP to discuss our ideas in the Symposium and for the science community to be encouraged to participate, so that the problem with the timing of the SCAR Open Science Conference had to be addressed.

David Blake (UK) commented on the network question, saying that one of the key things people asked for was an opportunity to have a professional network for people who are at a working level to exchange ideas and take things forward and learn from one another. As an example he cited the quad bike safety issue. He thought that networks would naturally migrate and such networks could be used to raise new projects.

Albert Lluberas (Uruguay) asked if the new structure and new Rules of Procedure would mean that most of the decisions would be made by EXCOM or was there still an opportunity for Project Managers to make decisions as they see fit.

The Chair thanked Members for the valuable feedback, saying it would assist us to be a strong organisation and he expressed his hope that Members can remain confident in the EXCOM.

The Chair closed the session with a query from Rodolfo Sanchez (Argentina) regarding the Rules of Procedure and whether COMNAP is working within these rules?

Virginia Mudie (Australia) replied that the Rules of Procedure, while still being revised, were still valid and would be continued to be considered by the EXCOM. Members comments on the Rules of Procedure were always welcome.

11. Vice Chairs Reports

11.1 Medical and Outreach, Lou Sanson (Vice Chair)

Lou Sanson presented an overview of the project on non-native species (Meeting Paper 29), the medical contact group and on the outreach contact group outlining the achievements, challenges and possible new projects within each category. Noting that each of these groups has requested a one day workshop for various times in the course of the upcoming year to advance their discussions and projects.

Discussion

José Retamales (Chile) mentioned Chile's programme on outreach activities.

Mariano Memolli (Argentina) thanked the Vice Chair for the presentation and noted the importance of INFONET (Meeting Paper 22).

11.2 Shipping, José Retamales (Chair on behalf of Rasik Ravindra, Vice Chair)

José Retamales presented the report and also commented on the paper presented on Day 1 by Juan José Danobeitia (Spain) on a bartering system. Juan José added that he thought such a proposal could be developed slowly, in small groups and could then be grown from there if it worked.

Heinz Miller (Germany) strongly supported the aspect of regionalisation as various sharing mechanisms are already in place without a formal bartering system (“quiet bartering”) and generally they worked, noting they were not too keen on a formal system, since the one that they have used for years, which was based on mutual trust, works very well and they would not want to upset that. The clarification of a more structured approach would be fine, but not a formal European barter system, as that would be at a higher, very different level. There was a need greater information sharing on this and a tool that could be used for this.

Juan José Danobeitia (Spain) replied that he was not suggesting we import rules to do this, but if we are already doing this, then we need greater information sharing in advance to make best use of the system.

Gerard Jugie (France) fully agreed with the comments from Germany and reminded Members that a few years ago we signed an MOU with nineteen (19) countries and several organisations which provided a basis for this type of work. He noted that the primary problem was the problem of access to information and the need to inform each other about what is available. He asked the Members to bare in mind a code of conduct, meaning that when we are aware that we have room on a boat or station, we must have a way to make it easy to share this information with our neighbours, noting that was a good principle that should be considered.

Richard Mulligan (Australia) noted the session on Day 3 scheduled on East Antarctica adding that there is sharing happening within that group, and the principles that are being discussed will be further advanced tomorrow in that group.

The Chair thanked Members for the interesting discussion and invited Members interested in this idea to get together to discuss and to report back to the next meeting if there are advantages to utilizing this idea.

11.3 Training, Christo Pimpirev (Vice Chair)

Christo Pimpirev (Bulgaria) introduced the topic and called on Principal Contact Albert Lluberias (Uruguay) to present, mentioning that the very important work on creating a comprehensive library of training-related materials and standard operating procedures had progressed over the past year and would be available shortly on the new COMNAP Web Site.

There was no discussion under this item.

11.4 Energy, Virginia Mudie (Vice Chair)

Virginia Mudie (Australia) introduced the topic with a focus on syndicate purchasing but noted that there had been requests to make the topic of a much broader focus so that it could include telecommunications. She noted the challenges with syndicate purchasing included potential problems with public perceptions if Antarctic programs have a close connection with oil

companies and the fact that various National Antarctic Programmes have different points of supply. For telecommunications the challenges included the need to know what services to include, the need to know the approximate annual expenditure, whether contracts are exclusive or non-exclusive agreements and noted there are a number of service providers and so there is a need to know if there is a collective requirement.

Richard Mulligan (Australia) then presented on fuel spill management and the availability of the Australian manual on fuel spill management and remediation of land-based fuel spills. He requested that these be placed on the COMNAP Web Site and noted Australia's willingness to talk to any Member on the Australian documentation currently available.

11.5 Air, Kazuyuki Shiraishi (Vice Chair)

Kazuyuki Shiraishi presented the final Vice Chair report noting there was no new information from the Principle Contract, except for a suggestion to update the COMNAP Map. The Vice Chair noted two meetings held in Cambridge in April: 1) AFIM Review - The AFIM Review Report is posted on the COMNAP Web Site; and 2) AINMR.

There is no further discussion. The Chair closed Day 2 of the AGM.

COMNAP XXI AGM Day 3 – Wednesday 05 August 2009

The Chair opened Day 3 of the AGM with some administrative arrangements, noting that Agenda item 13 would occupy the morning session and the plenary would divide into three regional groups: East Antarctica, Ross Sea Region and Peninsula.

There are no reports from these groups.

The Chair opened the plenary after the morning coffee break.

14. National Antarctic Programs sharing best practice and/or innovation

The Chair opened the session which would include five (5) presentations on a range of issues.

14.1 The Construction of Kunlun Station and the Inland Ice-sheet Expedition 2008/09, presented by Chen Danhong (China) (Meeting Paper 30)

Discussion

The Chair thanked China for their interesting presentation and Heinz Miller (Germany) noted, with thanks to China, that this base opens up an area of Antarctica for important scientific research. He also noted that it was a very well carried-out exercise by China, recognising the

difficulties they had faced, in particular, with distance and altitude. Germany congratulated China on this project and its successful completion.

Chen Danhong (China) reminded Members that Dome A was the highest area on the plateau and that China had visited the US Amundsen-Scott South Pole Station to learn about such inland construction. China had also visited Germany's Neumayer Station to learn from them, and China extended thanks to both countries for their help and support.

14.2 AGAP Successes and Lessons Learnt, presented by David Blake (UK) (Meeting Papers 32 and 33)

Discussion

Virginia Mudie (Australia) noted with thanks and congratulations the amount of work that had been achieved. Germany reiterated Australia's comments noting this was an important project in order to advance our understanding of the state of the Antarctic ice sheet. Also the joint effort by Antarctic operators allows us to do science that was unthinkable ten (10) years ago. Noting that this shows that there is a will amongst operators to further scientific goals.

Richard Mulligan (Australia) added his thanks for the presentation and asked what lessons we had learned from this project, noting that one thing we realised was that different nations have different ways of doing the same things-they may be very simple things, but it makes for great differences. He noted we should learn from that and put that information onto a COMNAP area so that those lessons will not be lost.

Brian Stone (USA) thanked the UK for the presentation and noted how nice it was to be able to talk about successful science projects, especially given that this had been one of the more difficult projects planned, being on the limits of USA logistics capability. He noted that many of the key decisions regarding this project were made in the COMNAP AGM in St. Petersburg, demonstrating the value of this international forum for international coordination. It is a success of COMNAP to allow National Antarctic Programs to come together in this way.

The Chair asked if the UK was aware of any other projects in this area and what the next steps might be.

David Blake (UK) noted that now they are processing the large amounts of data that were acquired. He noted there was new interest in drilling there, but these interests are not mature proposals. He also noted that the project resulted in a network of great international contacts, and called AGAP an "enabling project" which will present more areas to work together in the future.

14.3 *Araon* Ice Breaker Vessel, Korea, presented by Hong Kum Lee (Korea)

Hong Kum Lee (Korea) introduced its presentation on King Sejong Station and the new ice breaker *Araon* and her first cruise plan, noting that, without the help of COMNAP it would have

been difficult to deliver. She turned the floor over to Dongmin Jin (Korea) to present and after the presentation Korea invited Members to provide comments/advice on their plan for the ice breaker and for the development of a new base at Cape Burkes.

Discussion

Heinz Miller (Germany) commented on the site selection for the Korean base, noting that it was a good choice given that in that area of West Antarctica there is not now an operational year-round base even though the area has received much scientific attention recently, noting that, in particular, the cryosphere in this area needed further study.

14.4 Neumayer Station III completion of construction and start of pilot operations Feb 2009, Germany, presented by Hartwig Gernandt (Germany) (Meeting Paper 37)

Discussion

Maaïke Vancauwenberghe (Belgium) thanked Germany for the presentation and congratulated them for the prompt and efficient completion of the new base.

14.5 IFO 180 Fuel Update, presented by Ivan Valenzuela (Chile)

Ivan Valenzuela (Chile) presented a document which explored the proposed changes to MARPOL Annex I, he noted that he could make the document available to Members if they found it useful.

Discussion

Virginia Mudie (Australia) asked for clarification on what appears to be an exemption for search and rescue vessels, and an exemption for governmental vessels working for scientific research and non-commercial activities, asking if they too would be exempt. Ivan Valenzuela confirmed that, yes, such vessels would be exempt.

Brian Stone (USA) noted that the USA had been closely following this issue and it was a concern to them, in particular, due to their tanker ship and dry cargo vessel, they are conducting a survey to decide what ships might be available to operate on light fuel. There was also a question of enforcement, with the USA of the understanding that enforcement for these issues is managed by the flag-state but they asked for clarification as to whether it was IMO enforced? Ivan Valenzuela replied he will seek clarification on that question.

Ivan Valenzuela (Chile) brought to Members attention paragraph 3 of his document which states: "While it is apparent that ATCM Decision 8 misinterpreted or misunderstood the IMO definition of Heavy Grade Oil as defined in regulation 2 of MARPOL Annex I, we are led to believe that IMO never consulted with or informed the participants of ATCM that the amended regulation being considered went beyond their understanding and would indeed include a ban on IFO-180."

Valery Lukin (Russia) noted that these issues are decisions of National Governments not for COMNAP, but, COMNAP should prepare a paper to the ATCM on this and prepare a letter to programs. This important issue requires a legal exploration.

Heinz Miller (Germany) noted the importance of an update, agreeing with Russia. He also thought COMNAP should develop a view on the issue to present to the ATCM or else there was a risk that NGOs will jump on National Antarctic Programmes for not committing ourselves to the IMO rule. This would place COMNAP and individual National Antarctic Programmes under fire and therefore COMNAP should be pre-emptive.

Lou Sanson (New Zealand) agreed with Germany and reminded Members that at the ATCM, this amendment to ban heavy fuels was given unanimous support. COMNAP missed that the definition of heavy fuel includes 180 as per the paragraph referred to above. With this in mind, COMNAP will have great difficulty reopening this issue at an ATCM, but it is a topic that should be considered by the COMNAP Shipping group. Lou then called on IAATO to present any plans they have regarding this issue.

David Rootes (IAATO) thanked the Chair for the opportunity to discuss and noted IAATO's feeling that it is better to consider this in COMNAP than at the ATCM. He also noted that IAATO members were in a similar position to that of the National Antarctic Programmes and the IAATO Marine Committee is, at this same time, discussing this issue themselves. The smaller IAATO ships already run on marine gas and not 180 and there are moves to work up different fuels that will fall within the new regulations, which we should try to have available at gateway ports. He noted that this is a fast developing field and IAATO has an enormous concern about it, but would comply when it comes into force.

21. Any Other Business

21.1 Venues of future AGMs

The Chair opened the afternoon session by moving to Agenda Item 21 in regards to the location for future AGMs. He noted that for 2010, COMNAP XXII was confirmed for Buenos Aires, Argentina, with tentative dates of 02-06 August. He also noted that for the 2011 COMNAP XXIII the options were: New Zealand, Sweden or Peru.

Discussion

This opened up a general discussion on AGMs and the sharing of the event across the northern and southern hemispheres, noting that distance is always a problem for Members as we come from 29 countries across the globe. Most Members note that they have no problem with the distances and that if programmes plan properly and include funding into their budgets, the AGMs could be planned for any Member location.

Ulf Hedman (Sweden) noted that Sweden had never hosted an AGM before.

Alfredo Arecco-Sablich (Peru) explained that last year Peru offered to host the 2011 or the 2012 AGM, but, now because there are other meetings in 2011, they believe finding a venue would be difficult. So Peru would like to withdrawal its offer to host the 2011 AGM, but would keep its offer for 2012 and onwards on the table.

Lou Sanson (New Zealand) added that it was bidding only for the 2011 AGM.

There is general consensus that Sweden should host the 2011 AGM, dates to be determined.
Confirmed.

18. Confirmation of Budget

18.1 Report on the 2008/09 budget

Antoine Guichard (Executive Secretary) presented the draft audited accounts for 2008/09 which was also provided as Meeting Paper 27 (Appendix 4) and was distributed as a hard copy. These were not final reconciled accounts but the Executive Secretary noted that they were close to the finals. The Executive Secretary confirmed that they reflected “bad debts”, that is, he confirmed that the COMNAP Accounts were operated on an accrual system which did take into account outstanding payments against invoices.

The draft audited accounts were approved in principle by the plenary, pending formal receipt of a closely matching final audited report.

18.2 Proposed budget 2009/10

Michelle Rogan-Finnemore (Executive Secretary Designate) presented the proposed budget for 2009/10 (Appendix 5), noting that the accounting would all now be in New Zealand dollars given the transition of the Secretariat to New Zealand. The proposed budget did not reflect any significant increases on the previous budget but noted it included a three month overlap period for the Executive Secretaries and therefore the increase in employment related costs were not due to an increase in the new salary but simply due to paying two people for the three month transition period. It also did not include any specific allocation for funds for projects, noting that any allocation would be done by the EXCOM intercessionally.

Discussion

John Pye (UK) suggested that, for next year, perhaps Members needed to see the audited accounts and proposed budget earlier-before the AGM and asked if it would be possible to add a variation number against each line item for a quick reference. He also noted how disappointing it was to see the withdrawal of Canada from membership and the level of Ukraine bad debt on its membership fees.

Gerard Jugie (France) queried as to who were the non-financial Members and asked if we were following the Rules of Procedure in regards to those Members. He also noted that while the use of the reserves was a good thing, we should look at the level of the reserves carefully.

Valery Lukin (Russia) noted that Russia required an invoice to action its payment and Brian Stone (USA) requested it be invoiced for multiple years in order to protect against a fluctuating exchange rate.

The UK then moved to accept the proposed budget. The move was seconded by Australia and Germany and accepted by the plenary.

19. Election of officers

The Chair noted that two Vice Chair positions are available with Virginia Mudie completing her one-year term and Christo Pimpirev completing his three-year term. The Chair thanked both departing Vice Chairs for their work on EXCOM.

There were three nominations for the two available positions. The nominations were: Mariano Memolli (Argentina), Virginia Mudie (Australia) and Maaïke Vancauwenberghe (Belgium). Since a consensus could not be reached on the two appointments, an election was called for. The election procedure was explained as per the Rules of Procedure and voting papers were distributed.

Two countries were not present for the voting, but, the result indicated that 25 of the 26 countries had participated. This resulted in an invalid election. In such circumstances it would be necessary to call for a new election. However, Mariano Memolli (Argentina) withdrew his name for election and with that he congratulated Virginia Mudie and Maaïke Vancauwenberghe on their three-year appointments as Vice Chairs, noting that he was sure that Maaïke's science experience in particular would be to the benefit of COMNAP.

The Chair congratulated Virginia and Maaïke and recognised that all three candidates were very good ones. The Members responded in acclamation.

6. COMNAP Information Systems

Antoine Guichard (Executive Secretary) introduced this item and updated Members on the new, improved capacity that will, in future, be available on the COMNAP Web Site. He elected to demonstrate the new features of InfoX to Members at a special session the following day when he would also note feedback on the new system.

He noted that the biggest challenge in implementing the new feature was to figure out how to develop a system in parallel with the AT EIES without duplication of effort. In that regard, he thanked Roberto Cervellati (Italy) for his work on the Composite Gazetteer of Antarctica (CGA).

Heinz Miller (Germany) asked if the COMNAP web addresses will stay the same now that the Secretariat has moved to New Zealand. Michelle Rogan-Finnemore confirmed that all web addresses would remain the same.

The UK queried the Executive Secretary as to whether Members can expect some written guidance as to what is expected from them and how the system will take the data and how it will respond. Antoine Guichard responded yes to this.

15. Reports from Topical Discussions & 16. Strategic Directions

José Retamales (Chair) opened this session by saying that he had listened with much interest to the feedback on the new way of working and that he had received advice from EXCOM Vice Chairs. He noted he had made the following decisions regarding an improved format for the AGM:

- To keep a focus on science on the opening day.
- To ensure we have a proper mix of plenary and informal sessions going forward.
- To personally write to each contact group leader to ask them if they are prepared to continue to lead their designated contact group in the new structure.
- To also ask each Vice Chair to keep in contact with each contact group leader.
- To ensure the Executive Secretary provides all Members with a regular update of the work of the contact groups and project leaders.
- To ensure the Executive Secretary contacts each contact group leader three (3) months before the next contact group sessions of COMNAP and provide an agenda.
- To allow, if any contact group leader so wishes, any contact group leader to run information sessions, there is plenty of time to do this and rooms can be provided.

Discussion

There was then a very broad-ranging discussion on the format of the AGM and Strategic Projects, with the Chair reminding Members of Gerard Jugie's (France) suggestion to not take on too many projects. A list of proposed projects ideas was displayed on screens to the plenary and was edited as per suggestions from the floor. The final proposed list can be found in Appendix 6.

Brian Stone (USA) recalls his comments on the AFIM and its objective, recognising that it is a requirement for COMNAP to issue the publication, but at the same time, wondering about content of the publication and wanting to be sure we understand the purpose of the publication. If the purpose is to share information, that seems reasonable, but, then it should be full of disclaimers about how it should be used. This is important to understand, especially since its production could result in a large expenditure of money. He calls for a strategic discussion about the AFIMs purpose, and what the balance is between that purpose and its value, so that COMNAP might approach the process differently depending on its reason.

Antoine Guichard (Executive Secretary) agreed there are other ways to do the AFIM. He also recognised that some National Antarctic Programmes use the AFIM only as a source of information on the other bases. The question he asks is do Members no longer need the

publication at all or do they no longer need it in that particular format?

Richard Mulligan (Australia) supports the points the USA has made and proposes that the issue be added to the list of possible Strategic Projects. It is suggested that one of the Vice Chairs is tasked to look into this.

John Pye (UK) noted that the purpose of the AFIM as a technical specification document is different that the purpose proposed by the ATCM, which was for more of a guidebook, noting that it was a good idea to step back and review this as a project. Heinz Miller (Germany) agreed that it was a guidebook but that the format should reflect established standards.

There was then a call from the Chair for volunteers to lead the proposed Strategic Projects.

There were no immediate volunteers, so the EXCOM will consider the list and contact individuals for their support before the next EXCOM meeting.

John Pye (UK) suggested that within the next few days the Executive Secretary might email the proposed list to Members and clarify the purpose of each and ask National Antarctic Programs to prioritise so that EXCOM can distil the list and discuss at the EXCOM meeting.

Richard Mulligan (Australia) thanked Russia for taking the initiative on producing a COMNAP glossary and the Antarctic Treaty Secretariat noted it would be able to support that project.

Kazuyuki Shiraishi (Japan) then introduced the ideas for the 2010 COMNAP Symposium with the proposed date of 11 August 2010. The theme would be “Responding to change through new approaches”. The topics would include: Technologies and the way forward; International Collaboration; Best practice for outreach and communications; Innovation in operations; and the way ahead for environmental practices. The first circular on the Symposium will be sent out in early October. The proposed review committee would be: Kazuyuki Shiraishi, Mariano Memolli, Patrice Godon, Uwe Nixdorf, Iain Miller and David Blake.

22. Close of meeting

Albert Lluberas (Uruguay) extended formal thanks for the record to Antoine Guichard, the outgoing Executive Secretary on the successful completion of his term, noting in particular, his high standards and efficiency. Albert expressed the wish that Antoine would always be remembered as a good person, an excellent friend and an excellent Executive Secretary. The Chair echoed those words and the plenary affirmed in acclamation.

The Chair also formally noted that “three friends” are not going to be with us next year, those being Gerard Jugie, John Pye and Hartwig Gernandt. The Chair noted that it had been a pleasure to work with all of them. There was also reference to Roberto Cervellati, who was a delegate at the very first meeting of COMNAP. Well wishes were then given to Jan Huber who completes his term as Antarctic Treaty Executive Secretary on 1 September 2009.

The Executive Secretary Designate thanked José Retamales and INACH for hosting the meeting, thanking in particular those INACH staff that had organised the event and had assisted at the venue during the AGM.

COMNAP Chair José Retamales closed the meeting at 18:00 on Wednesday 05 August 2009 and reminded Members that the next day was reserved for multi-lateral and bi-lateral discussion groups.

Appendices

**Appendix 1: COMNAP XXI Agenda & list of Meeting Papers
(All Meeting Papers are available on the COMNAP Web Site)**

Agenda Item 1: Opening; apologies; introductions; administrative arrangements

Agenda Item 2: Adoption of COMNAP XX Minutes

MP02: COMNAP XX Minutes [02_comnap20_report_final-2008-10-10.doc](#)

Agenda Item 3: Chairman Report

Agenda Item 4: Executive Secretary Report

MP03: COMNAP Activity Report 2008/09 [03_atcm32_ip105_en_comnap-activity-report.pdf](#)

MP21: Members Feedback [21_members-feedback-2003-2009.pdf](#)

MP34: COMNAP Map Edition 4 (Mar 09) (Folding) - Attention: 44Mb PDF
[34_COMNAP_Map_Edition4_A2foldingintoA4_2009-03-26.pdf](#)

MP35: COMNAP Map Edition 5 (Jul 09) (Wall) Adobe Illustrator
[35_COMNAP_Map_Edition5_A0_2009-07-24.ai.zip](#)

MP36: COMNAP Map Edition 5 (Jul 09) (Wall, A0) PDF
[36_COMNAP_Map_Edition5_A0_2009-07-24.pdf](#)

MP38: COMNAP EXCOM Meeting Minutes (Oct 08)
[38_excom_october_2008_minutes.pdf](#)

MP39: COMNAP/SCAR Joint Executives Meeting Minutes (Jul 08)
[39_comnap-scar-joint-execs_july-2008_minutes_final.pdf](#)

MP40: COMNAP "New ATOM" (01 Aug 09)
[40_comnap_newATOM_2009-08-01.pdf](#)

Agenda Item 5: Administrative and Policy Matters

MP05: Paper to ATCM XXXII: COMNAPs 20 years: New Constitution & a New Way of Working to Continue Supporting Science & the ATS
[05_32atcm_ip078_en_comnap-new-constitution.pdf](#)

MP06: ATCM Resolution 2 (2009): Role & Place of COMNAP in the ATS
[06_resolution2_2009_en_role-of-comnap.pdf](#)

Agenda Item 6: COMNAP Information Systems

Agenda Item 7: Report on outcomes of ATCM XXXII and CEP XII

MP08: ATCM XXXII / CEP XII Issues Relevant to COMNAP
[08_atcm-cep-2009-issues-relevant-to-comnap.pdf](#)

MP41: Review of ATCM Recommendations on operational matters
[41_atcm32_sp007_rev1_en_review-operational-recommendations.pdf](#)

MP42: ATCM Recommendations on operational matters 1961-2008
[42_atcm_operational_recommendations_1961-2008.doc](#)

Agenda Item 8: Future directions in Antarctic science: implications for National Antarctic Programs

MP09: Future Directions in Antarctic Science: Implications for National Programs
[09_future_directions_science_2009.doc](#)

Agenda Item 9: COMNAP Strategic Project Presentations

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COMNAP Report to ATCM XXXII

Submitted by COMNAP to ATCM XXXII under
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1. Introduction

The Council of Managers of National Antarctic Programs (COMNAP) was formally created on 15 September 1988 to bring together the *Managers of National Antarctic Programs*, that is the *national officials responsible for planning and conducting their nations' presence in the Antarctic* on behalf of their respective governments, all Parties to the Antarctic Treaty.

It has now grown into an international organisation bringing together the National Antarctic Programs from 29 Antarctic Treaty Parties from Africa (1), the Americas (8), Asia (4), Australasia (2) and Europe (14).

COMNAP has just adopted for its 20th anniversary a new constitution and a new way of working.

The new constitution clarifies and reasserts COMNAP's purpose, *to develop and promote best practice in managing the support of scientific research in the Antarctic*, and reasserts its close connection with the Antarctic Treaty.

The new constitution and way of working provide renewed focus and guidance and are designed to put COMNAP in a better position to address new, upcoming challenges.

Supporting Science

What National Antarctic Program managers have in common is their national responsibility to manage the support of scientific research in the Antarctic Treaty Area on behalf of their government and in the spirit of the Antarctic Treaty. This is what brings them together in COMNAP and, hence, what they want to help each other with.

Increased ambitions – in particular in relation to climate change research, different and more sophisticated science and more demanding environmental measures contribute to added pressure on National Antarctic Programs, and to an even greater need for international collaboration.

COMNAP has recognised a greater need for collaborative support, and is addressing it.

Supporting the Antarctic Treaty System

COMNAP was in 1991 given the status of Observer at Antarctic Treaty Consultative Meetings, alongside CCAMLR and SCAR.

COMNAP has since remained committed to serve its role in the Antarctic Treaty System and in the protection of the Antarctic environment by providing objective and practical, technical and non-political advice drawn from the National Antarctic Programs' pool of expertise.

COMNAP has also progressively assumed a number of practical tasks and functions that previously were, or would have been, undertaken by the Treaty Parties directly or by other organisations. Some of these tasks and functions remain formally assigned to those through various ATCM measures that are still current.

In particular, COMNAP maintains a range of information of practical use to many in the Antarctic Treaty System, and which include and go beyond a range of information that Parties are required to exchange under the Treaty. Every effort is made to ensure this information can easily be used by the Parties to fulfil their information exchange requirements.

This COMNAP Annual Report to the ATCM provides an overview of COMNAP's current activities, with an added focus on their relevance to the Antarctic Treaty System. Particular

topics may also be complemented by a formal, standalone paper.

2. Focus

COMNAP's current focus is on:

Safety

Efficiency

Collaborative support to science

Environmental management and protection

3. COMNAP activities relevant to Antarctic Treaty System work and concerns

3.1 New COMNAP constitution

For its 20th anniversary, COMNAP adopted at COMNAP XX (St Petersburg, Russia, 29 June to 04 July 2008) a new, simple and clear constitution.

It clarifies and reasserts COMNAP's purpose as:

To develop and promote best practice in managing the support of scientific research in Antarctica, by

- *Serving as a forum to develop practices that improve effectiveness of activities in an environmentally responsible manner;*
- *Facilitating and promoting international partnerships;*
- *Providing opportunities and systems for information exchange; and*
- *Providing the Antarctic Treaty System with objective and practical, technical and non-political advice drawn from the National Antarctic Programs' pool of expertise.*

It also confirms COMNAP's close connection with the Antarctic Treaty by reasserting the long-standing principles that:

- COMNAP membership is only open to those with national responsibility for managing the support of scientific research in the Antarctic Treaty Area on behalf of their respective governments, which must have signed the Antarctic Treaty and ratified its Protocol on Environmental Protection; and
- COMNAP like the ATCM generally follows the principle of consensus, as the way to reach an opinion or position developed by a group as a whole.

The new COMNAP constitution provides renewed guidance and will assist in developing a number of strategic objectives.

For further information, see: ATCMXXXII-IP078 *COMNAP's 20 years: a New Constitution and a New Way of Working to Continue Supporting Science and the Antarctic Treaty System* (Baltimore, 2009)

3.2 New COMNAP way of working

In conjunction with the new Constitution, COMNAP adopted in St Petersburg a new way of working so that it will be better placed to address new, upcoming challenges.

COMNAP will now be a more strategic, project-oriented organisation, defining a small number of strategic projects and each time finding the best people to deliver a result within a defined,

limited timeframe.

We no longer operate through a range of formal Working Groups, Committees and Networks with their large membership of national representatives. The valuable communication channels with, and between, experts in each field are maintained through simple topic-based mailing lists and new information sharing systems.

COMNAP Annual General Meetings will become shorter and more focused, with the plenary given targeted presentations on strategic projects and topics, followed by discussions and consideration of relevant proposals put forward by the project teams.

Development and implementation of this new way of working is in progress. New rules of procedure have been developed and will be reviewed and confirmed at the next COMNAP Annual General Meeting in August 2009 in Punta Arenas, Chile.

For further information, see: ATCMXXXII-IP078 *COMNAP's 20 years: a New Constitution and a New Way of Working to Continue Supporting Science and the Antarctic Treaty System* (Baltimore, 2009)

3.3 Towards better Search and Rescue (SAR) coordination and response in the Antarctic

Under international maritime and aeronautical agreements, Rescue Coordination Centres (RCCs) of five countries (Argentina, Australia, Chile, New Zealand and South Africa) share responsibility for the coordination of Search and Rescue (SAR) over the Antarctic region.

A description of SAR arrangements and systems in place was provided by COMNAP in 2008 in ATCMXXXI-IP099 *Search and Rescue in the Antarctic*. This paper and other SAR-related resources are available on the COMNAP web site's SAR section at www.comnap.aq/sar.

Antarctic RCCs and operators have worked together for a long time, though links have often remained informal and on a mostly national level. The situation continues to evolve positively with stronger links being forged.

The current increase in maritime and air traffic can be of concern in relation both to the capability to respond and to the possible impact on National Antarctic Programs. Of particular concern are very large passenger vessels – their rescue would require considerable assets and resources and could cause major disruptions to nearby stations and vessels and the research programmes they support.

In response to these concerns, COMNAP and RCC authorities decided to convene a workshop to:

- Improve understanding of the nature and activities of RCCs and National Antarctic Programs, and how they can work together;
- Review the nature of maritime, aeronautical and land traffic in the Antarctic region and the challenges it poses for Search and Rescue; and
- Explore options for improved Search and Rescue coordination and response in the Antarctic.

The workshop, *Towards Improved Search and Rescue Coordination and Response in the Antarctic*, was held in Valparaiso / Viña del Mar, Chile, 12-14 August 2008. It was hosted by the Chilean Directorate General of the Maritime Territory and Merchant Marine (DIRECTEMAR) in collaboration with COMNAP.

The workshop focused on practical issues in an open and collaborative spirit and was very productive. The full report of the workshop outlining key discussions and outcomes is provided

at Annex B of ATCMXXXII-WP047 *Towards Improved Search and Rescue Coordination and Response in the Antarctic* (Baltimore, 2009).

Discussions centred on the following key topics: Links between RCCS; Links between RCCs and National Antarctic Programs; Links between RCCs and their national Antarctic agencies; Contact list and communication protocols; Information on potential rescue assets; Ship position reporting; Advance schedules; Library of information; Land SAR; Long Range Identification and Tracking (LRIT); Automatic Identification Systems (AIS); and Prevention.

Discussions were assisted by the development and review of three hypothetical SAR scenarios (refer Appendix 2 of the workshop report): Large passenger vessel evacuation off Antarctic Peninsula; Commercial airliner crash landing in Mary Bird Land; Dronning Maud Land Air Network (DROMLAN) – hard landing of big cargo aircraft at snow compacted runway.

Workshop participants adopted a number of Recommendations and decided on a range of Actions to be progressed over the following year (Refer Appendix 1 of the workshop report). An outline progress/status report on Actions is provided at Annex A of WP047.

Workshop participants adopted a number of Recommendations directed to Antarctic Treaty Consultative Parties. WP047 invites the ATCM to consider the adoption of a Resolution incorporating these Recommendations, which relate to:

- recognising the importance for Search and Rescue of
 - maintaining up to date information on ground facilities, ships and aircraft;
 - providing advance information on ship and aircraft schedules; and
 - communicating ship positions to the relevant RCC
- resolving that all Antarctic ships should, as far as possible, report their position to at least one of the 5 relevant Maritime RCCs
- encouraging ships to liaise with vessels they encounter in the Antarctic Treaty area to promote the use of position reporting systems.

A follow up workshop will be reconvened in July/August 2009, in particular to expand on land SAR.

For further information, see: ATCMXXXI-IP099 *Search and Rescue in the Antarctic* (Kyiv, 2008) and ATCMXXXII-WP047 *Towards Improved Search and Rescue Coordination and Response in the Antarctic* (Baltimore, 2009)

3.4 COMNAP Ship Position Reporting System (SPRS)

The COMNAP Ship Position Reporting System (SPRS – www.comnap.aq/sprs) has been operational since 2001. It is an optional, voluntary system for exchange of information about National Program ship operations and capabilities. Its primary purpose is to facilitate collaboration between National Programs.

The SPRS cannot, and does not, constitute an operational alert and rescue system on which vessels should count in case of emergency. However it can make a very useful contribution to safety with all SPRS information made available to the Rescue Coordination Centres (RCCs) which cover the Antarctic region, as an additional source of information complementing all other national and international systems in place.

The SPRS has been the subject of a recent, significant overhaul that has extended its capabilities and improved ease of use and access to information. Latest positions and other practical information of all participating vessels are broadcast to each of these vessels and their National

Program every time they send a position report, and is broadcast every 24h to relevant Antarctic Search and Rescue authorities. All information is also available at any time to National Antarctic Programs and Search and Rescue authorities through the password protected section of the COMNAP web site.

3.5 Review of the Antarctic Flight Information Manual (AFIM)

The Antarctic Flight Information Manual (AFIM) is a handbook of aeronautical information published by COMNAP as a tool towards safe air operations in Antarctica as recommended by the ATCM in Recommendation XV-20 *Air safety in Antarctica* (Paris, 1989).

An in-depth review of the AFIM is under way as one of COMNAP's 2008-2009 strategic projects, following presentation of a comprehensive discussion paper at COMNAP XX (St Petersburg, 2008). Aspects covered by the review include:

- the structure of the information and its relation to International Civil Aviation Organisation (ICAO) formats and standards;
- the management of the updating and publishing process;
- suitability to the needs and requirements of its various users – including pilots, station personnel, managers and Search and Rescue authorities;
- implementation of a parallel electronic version of the AFIM.

The results of the review, and proposals for improving the AFIM, will be presented to COMNAP at its next Annual General Meeting in August 2009 in Punta Arenas, Chile.

It must be noted that the information contained in the AFIM includes and go beyond information that Parties are required to exchange under a number of Treaty provisions, in particular under Resolution 6 (2001). Management of the AFIM through its electronic version will when appropriate allow simple and reliable exchange of relevant AFIM information with the Antarctic Treaty's Electronic Information Exchange System (EIES). This will significantly reduce duplication of efforts and prevent mismatch of data between systems.

3.6 Antarctic Telecommunications Operators Manual (ATOM)

The Antarctic Telecommunications Operators Manual (ATOM) is an evolution of the *handbook of telecommunications practices* that ATCM Recommendation X-3 (Washington, 1979) invited SCAR to prepare. Recommendation X-3 became effective 08-Apr-1987 and remains effective.

Antarctic telecommunications have shifted from HF radiocommunications to satellite communications integrated in the worldwide public switched telephone system and the internet network. The essential, useful part of the ATOM has become an 'Antarctic communications directory' of direct telephone, fax and email contacts.

The ATOM is being rejuvenated and expanded as part of its migration to the new COMNAP "InfoX" electronic information exchange system. It is more consistent in its format and notations. As far as possible it uses and complies with standard, international notations and conventions – in particular Recommendations from the International Telecommunication Union (ITU – www.itu.int) such as ITU-T Rec. E.123 Notation for national and international phone numbers, e-mail addresses and web addresses. This ITU Recommendation and other resources for interoperability are available on the COMNAP web site at www.comnap.aq/interoperability.

Importantly, it is no longer limited to stations and ships. It now also includes contact details for National Antarctic Programs, Search and Rescue authorities and a number of other stakeholders.

The first version of this 'New ATOM' directory was released in December 2008. COMNAP members and Search and Rescue authorities have access to the latest version at www.comnap.aq/atom (login required). It will also soon be available on the password protected section of the Antarctic Treaty Secretariat's web site.

3.7 Accident, Incident and Near-Miss Reporting (AINMR)

Information on problems encountered in Antarctica has always been exchanged. The very first ATCM recommended in Recommendation I-VII (Canberra, 1961) *that Parties undertake exchange of information on logistics problems*; This Recommendation became effective 30-Apr-1962 and remains effective.

A new, comprehensive Accident, Incident and Near-Miss Reporting (AINMR) system is being designed as part of one of COMNAP's 2008-2009 strategic projects.

The AINMR's primary objective is:

- to capture outline information about events that
 - had, or could have had, serious consequences; and/or
 - reveal lessons to be learned; and/or
 - are novel, very unusual events;
- so that National Antarctic Programs can learn from each other to reduce the risk of serious consequences occurring in the course of their activities.

This is developed as a tool to learn and is NOT meant to be a register of all serious events that have occurred. "events" here include accidents, incidents and near-misses. These can be real (events that happened) or simulated (exercises).

The AINMR will need to incorporate and/or replace two existing COMNAP reporting systems:

- The Environmental Incident Reporting System – EIRS.
- The Oil Spill reporting format and mechanism introduced through the Guidelines for the Reporting of Oil Spill Incidents Which Occur in Antarctica (CGN 04/1993) approved by COMNAP June 1993 and later endorsed by the ATCM through Resolution 6 (1998). This is now incorporated into the COMNAP Fuel Manual first presented to ATCM in ATCMXXI-IP091 *The COMNAP Fuel Manual, incorporating revised guidelines for fuel handling and storage in Antarctica*. (Kyiv 2008)

The AINMR will also, as much as possible, be compatible with relevant Antarctic Treaty reporting requirements so as to reduce work load and maximise the chances of reports being submitted. This includes some of the annual reporting requirements under Article 17 of the Environment Protocol, such as:

- Flora and fauna "taking", "harmful interference" and "introduction of species". This is required by Article 6 of Annex II of the Protocol.
- Notice of activities undertaken in cases of emergency (Annex IV, Article 7.2)
- Information on change or damage to an Antarctic Protected Area - ASPA, ASMA or HSM (Annex V – Article 10.1.b)

The design and implementation plan for the new AINMR will be presented to COMNAP at its next Annual General Meeting in August 2009 in Punta Arenas, Chile.

3.8 Hydrographic surveying using ships of opportunity

Hydrographic surveying and charting have been the subject of four ATCM recommendations adopted between 1989 and 2008: Recommendation XV-19 (1989), Resolution 1 (1995), Resolution 3 (2003) and Resolution 5 (2008).

The waters of the Southern Ocean around Antarctica represent one of the most challenging marine regions on the globe, and also one of the most fragile. The International Hydrographic Organisation (IHO) estimates that less than 1% of these waters within the 200m contour has been adequately surveyed to meet the needs of contemporary shipping entering Antarctic waters. The channels and approaches to bases around the Antarctic Peninsula have seen the most intensive effort, yet even here some 60% of the area within the 200m contour has never been systematically surveyed, whilst the remainder needs re-survey.

Hydrographic activity is expensive and assets are scarce. Coordination of international effort is of the utmost importance.

The IHO's Hydrographic Committee on Antarctica (HCA) brings together the national hydrographic offices of 22 Antarctic Treaty Parties. It promotes technical co-operation and exchange of information, and stimulates its members to widen hydrographic activity in the region.

A need was identified for more information on how hydrographic surveys could be conducted using ships of opportunity – without this, it was very difficult to understand if and how National Programs could assist.

As one of its 2008-2009 strategic projects, COMNAP is working with the HCA to develop guidelines for collection of hydrographic data by ships of opportunity operating in the Antarctic.

These guidelines will be presented to COMNAP at its next Annual General Meeting in August 2009 in Punta Arenas, Chile. This will include a keynote presentation by the HCA.

For further information, see: ATCMXXX-IP050 *International coordination of hydrography in Antarctica: significance to safety of Antarctic ship operations* (Delhi, 2007).

3.9 Information Exchange

The re-developed COMNAP 'infoX' electronic information exchange system manages a range of dynamic information on National Program capabilities and activities including stations, airfields, ships, medical facilities, monitoring activities, operational contact details or ship position reports. This includes and goes beyond information that Parties are required to exchange under a number of Treaty provisions, in particular under Resolution 6 (2001).

The primary objective of the system is to facilitate exchange of relevant information between National Programs with a view to facilitating partnerships, increasing efficiencies and, very importantly, increasing our capability to support new or smaller Programs.

The system provides a framework to collect, manage, manipulate and explore this information, but also to exchange it with the Antarctic Treaty Secretariat's Electronic Information Exchange System (EIES) and other systems.

Close cooperation over the last few years between the Antarctic Treaty and COMNAP secretariats has resulted in a coordinated development of both sides' information systems with a view to avoiding duplication. It will be possible for Parties, with just a few clicks, to export relevant information maintained on the COMNAP systems to the Antarctic Treaty Secretariat systems for the purpose of meeting their exchange of information obligations under the

Antarctic Treaty.

3.10 Mapping Products

Paper maps

COMNAP produced in 2006 a large format 'wall map' of Antarctica showing the main facilities operated by National Antarctic Programs, together with a range of reference information. A smaller, 'folding map' version was also produced with several thousand copies distributed.

A simplified, semi-automated process can now be used to update the wall map and the folding map at regular interval – for example annually.

The wall map can now be made available to National Programs in electronic form in a way that makes it easy for them to customise the map as needed. This is supported by the release of the map under a Creative Commons 'Attribution - Share Alike' license that promotes the distribution and re-use of the work while protecting the rights of contributors. For more details, see <http://creativecommons.org/licenses/by-sa/3.0/>.

The folding map is made available in the form of the original PDF used for production of the map, and suitable for professional reprints.

Simple topical maps are also produced from time to time as needed.

Updates of the wall map and the folding map have been issued in March 2009. These include new information about Search and Rescue Regions and Rescue Coordination Centres. Copies of the folding map will be distributed at ATCM XXXII (Baltimore, 2009). Electronic copies of the maps are available through www.comnap.aq/maps.

GoogleEarth / GoogleMap layers

Information on Antarctic facilities maintained on the COMNAP electronic information exchange system ('infoX') can be exported as a 'KML' layer which can be viewed over maps or satellite imagery using GoogleEarth or GoogleMap. This should be available in the near future for any adequately geo-referenced information held in the infoX.

3.11 Operational publications

COMNAP publishes a number of operational publications in support of Antarctic operations, in particular in support of safety and best environmental practice. This includes a number of operational guidelines, manuals and workshop reports.

COMNAP publishes and regularly updates the hardcopy Antarctic Flight Information Manual (AFIM) as a tool towards safe air operations in Antarctica as per ATCM Recommendation XV-20. It contains exhaustive information on Antarctic airfields and on procedures to contact and access these airfields. It is primarily intended for use by National Antarctic Programs but is also made available for purchase by anyone that needs a copy. More information on the AFIM is available at www.comnap.aq/afim. A comprehensive review of the AFIM is under way (see Section 3.5 for more details).

COMNAP also maintains the Antarctic Telecommunications Operators Manual (ATOM), an evolution of the *handbook of telecommunications practices* prepared as per Recommendation X-3 (1979). A new version has been introduced in December 2008. It is no longer limited to stations and ships and now also includes contact details for National Antarctic Programs, Search and Rescue authorities and a number of other stakeholders (see Section 3.6 for more details).

3.12 Support of the International Polar Year (IPY) 2007-2008

COMNAP member National Antarctic Programs have provided a significant contribution to the support of National and International IPY projects in the Antarctic, in particular through their national IPY committees. The normal processes in place whereby scientists dealt with their respective National Program, and National Programs worked with each other as appropriate, continued to work well, including for multinational IPY projects.

COMNAP contributed clearly to that success through the provision of a forum in which National Program managers can coordinate their support of international projects as required.

3.13 Review of Inspection Checklist A (Stations)

COMNAP made an active contribution to the work of the open-ended web-based Intersessional Contact Group (ICG) setup by ATCM XXXI (Kyiv, 2008) to review the Inspection Checklist A “Permanent Antarctic Stations and Associated Installations” contained in Resolution 5 (1995), as the first step towards reviewing all the checklists contained in this Resolution.

COMNAP continues to support and welcome the conduction of detailed, exhaustive inspections of stations and other National Antarctic Program facilities and activities, which can act as valuable, beneficial audits. COMNAP welcomed the opportunity, in participating in this review of the checklist, to help improve the checklist in a way that makes it easier for inspection teams to conduct detailed and exhaustive, audit-like inspections.

COMNAP agreed at ATCM XXV (Warsaw 2002) to compile information on Antarctic stations in the format of the inspection checklists (Refer ATCM XXV final report, Paras 123-124). The development of the new COMNAP 'infoX' electronic information exchange system does take this into account as much as practicable and will work towards incorporating the revised checklist as early as possible. Ultimately, the COMNAP infoX should include information relevant to every question in the checklist, and be identified and accessible as such.

COMNAP therefore also welcomed the opportunity, in participating in the review, to contribute to the clarification of questions and the use of a clear, consistent terminology – which will facilitate the work of inspectors but also make possible the development of a sound and consistent repository of relevant information in the COMNAP infoX.

The terminology for facilities used in the development of the COMNAP infoX was provided to the ICG and is included in its report to ATCM XXXII (Baltimore, 2009), submitted as WP037.

COMNAP's contribution to the ICG included a modified version of the checklist complying with that terminology, to try illustrate how the checklist could be adjusted and (hopefully) clarified and improved by the use of an agreed terminology.

For further information, see: ATCMXXXII-WP037 *Report of the Intersessional Contact Group on the revision of List A “Permanent Antarctic stations and associated installations” appended to Resolution 5 (1995)* (Baltimore, 2009)

3.14 Mechanisms for logistics collaboration and sharing of facilities

As one of its 2008-2009 strategic projects, COMNAP is reviewing the mechanisms used for logistics collaboration and the sharing of facilities and exploring possible new options.

The results of this work are due to be presented and discussed at the next COMNAP Annual General Meeting in August 2009 in Punta Arenas, Chile.

3.15 Mechanisms for collaborative support to science

What National Antarctic Program managers have in common is their national responsibility to manage the support of scientific research in the Antarctic Treaty Area on behalf of their government and in the spirit of the Antarctic Treaty.

Increased ambitions – in particular in relation to climate change research, different and more sophisticated science and more demanding environmental measures contribute to added pressure on National Antarctic Programs, and to an even greater need for international collaboration.

COMNAP has recognised a greater need for collaborative support to science. As one of its 2008-2009 strategic projects, COMNAP is reviewing the mechanisms used for collaborative support to science and exploring possible new options. This work is done in close cooperation with the Executive Committee of the the Scientific Committee on Antarctic Research (SCAR).

The results of this work are due to be presented and discussed at the next COMNAP Annual General Meeting in August 2009 in Punta Arenas, Chile.

3.16 Long Term Monitoring Activities (LTMA)

A system has been developed to collect simple yet useful information on all types of Long Term Monitoring Activities (LTMA) maintained in the Antarctic region. These are often handled directly by National Programs and in many cases sit outside the standard process of calls for proposals.

A record of these activities will be very useful in improving coordination, reducing duplication and increasing the potential use of long term records.

It is possible to indicate for each activity which SCAR Research Program(s) it is part of, if applicable. The indication of which parameters are recorded is done via a list of parameters that is a subset of the list of science keywords already used for cataloguing Antarctic data sets on the Antarctic Master Directory (AMD). This will make it easier to cross-reference or group monitoring activities and data sets.

This is a component of possible new mechanisms for collaborative support to science considered in liaison with the SCAR Executive (see Section 3.15).

The LTMA system corresponds to a slightly modified version of the system designed last year for Environmental Activities, which was and remains compatible with the information collected by COMNAP for a number of years on National Programs' environmental monitoring.

For environmental monitoring activities, the LTMA includes the latest categorising and priorities agreed by the CEP. It will allow easy aggregation and categorisation of information, for example by region, by type of monitoring (Operational or State of the Environment) or by parameter measured.

The system is running in test mode with past information on environmental monitoring already imported into it. This will be reviewed with SCAR then presented and discussed at the next COMNAP Annual General Meeting in August 2009 in Punta Arenas, Chile.

3.17 Review of ATCM operational recommendations

COMNAP has actively contributed to the initial review of ATCM operational recommendations undertaken in 2008-2009 by the Antarctic Treaty Secretariat and presented in ATCMXXXII-SP007 *Measures on operational matters* (Baltimore, 2009).

Many recommendations that are still effective, and therefore have to be complied with by National Antarctic Programs, are no longer relevant or appropriate. This is in particular the case

in the domains of telecommunications and meteorology. Some recommendations may need updating while some may need to be withdrawn. In some cases, the operative part of the recommendation explicitly incorporates the content of external documents that are not readily available, and it can be difficult to understand the full nature and extent of the recommendation.

It must be noted that COMNAP has progressively assumed a number of practical tasks and functions that previously were, or would have been, undertaken by Treaty Parties directly or by other organisations. In some cases, these are still formally assigned to others through ATCM recommendations that are still effective.

The initial review has also revealed the absence of a consistent and persistent terminology. A number of terms used regularly in recommendations over the last 50 years have never been clearly defined and do not seem to be always used with the same meaning.

This initial review has highlighted the value of undertaking a complete review of these recommendations that would lead to clarifications, updates or withdrawals of recommendations, as appropriate.

COMNAP looks forward to contributing to future work on this matter.

3.18 Terminology for facilities

The development of a structured and meaningful repository of information, such as in the new ATS and COMNAP electronic information exchange systems, requires the use of a clear, consistent and persistent terminology. This is even more important when the system has to be used by a variety of persons of different native languages.

The recent reviews of operational recommendations in general and of Inspection Checklist A (stations) in particular have shown significant variations, and sometimes confusion, in the terminology used throughout recommendations and other documents when referring to facilities/installations, their type and status.

There is an opportunity, with the current developments of information systems and various reviews of Antarctic Treaty instruments, to develop a clear, consistent terminology that could be used throughout.

As already indicated in section 3.13, the draft terminology for facilities used in the development of the COMNAP infoX was provided to the ICG on the review of Inspection Checklist A and is included in its report to ATCM XXXII (Baltimore, 2009), submitted as WP037.

3.19 Collaboration with the Antarctic Treaty Secretariat

The COMNAP and Antarctic Treaty secretariats have developed and maintained a close and constructive work relationship, and work closely on a number of practical matters as and when appropriate.

The secretariats do in particular collaborate closely on the design and coordination of the two organisations' Information Exchange Systems, which is instrumental in developing an efficient and productive exchange of information within the Antarctic Treaty System.

3.20 Facilitating and promoting wide distribution and use of information and publications

COMNAP continues, as reported in previous years, to try facilitating and promoting the wide distribution and use of its information and publications.

This includes:

- developing web services that can deliver to third parties a range of reference information, for example up-to-date lists of facilities and information on these facilities; and
- releasing products such as maps under Creative Commons licenses under which you keep your copyright but allow people to copy and distribute your work provided they give you credit — and only on the conditions you specify. This promotes the distribution and re-use of work while protecting the rights of all contributors. For more details, see <http://creativecommons.org/licenses/by-sa/3.0/>.

4. 2008-2009 officers, topic-based information sharing and strategic projects

Officers

Six elected officers, the COMNAP Chair and 5 Vice-Chairs, plus the Executive Secretary, compose the COMNAP Executive Committee as follows:

Position	Officer	Term expires
Chair	José Retamales (Chile) jretamales@inach.cl	mid-2010
Vice-Chair	Christo Pimpirev (Bulgaria) polar@gea.uni-sofia.bg	mid-2009
	Kazuyuki Shiraishi (Japan) kshiraishi@nipr.ac.jp	mid-2011
	Lou Sanson (New Zealand) l.sanson@antarcticanz.govt.nz	mid-2010
	Rasik Ravindra (India) rasik@ncaor.org	mid-2010
	Virginia Mudie (Australia) virginia.mudie@aad.gov.au	mid-2009
Executive Secretary	Antoine Guichard antoine.guichard@comnap.aq	30 Sept 2009

An up-to-date version of this list is maintained at www.comnap.aq/officers The Chair and each Vice-Chair oversees and supports a small number of topic-based information sharing channels and strategic projects.

Topic-based information sharing

An important and valuable aspect of COMNAP is to allow exchange of information between National Antarctic Program staff on a range of relevant Topics.

Exchange of information on each Topic is coordinated and supported by a nominated “Principal Contact” and done through a dedicated mailing list and Workspace on the COMNAP web site. Each Principal Contact is overseen and supported by a designated EXCOM member.

Topic-based Information Sharing 2008-2009		
Topic	Principal Contact	Oversight EXCOM member

Air	Giuseppe De Rossi giuseppe.derossi@consorzio.pnra.it	Kazuyuki Shiraishi kshiraishi@nipr.ac.jp
Energy	David Blake dmb1@bas.ac.uk	Virginia Mudie virginia.mudie@aad.gov.au
Environment	Rodolfo Sánchez rsanchez@dna.gov.ar	Rasik Ravindra rasik@ncaor.org
Health and Safety	Robert Culshaw rocu@bas.ac.uk	José Retamales jretamales@inach.cl
Medical	Iain Grant iain.grant@phnt.swest.nhs.uk	Lou Sanson l.sanson@antarcticanz.govt.nz
Outreach	Linda Capper lmca@bas.ac.uk	Lou Sanson l.sanson@antarcticanz.govt.nz
Shipping	Juan-José Dañobeitia jjdanobeitia@cmima.csic.es	Rasik Ravindra rasik@ncaor.org
Training	Albert Lluberas alexllub@iau.gub.uy	Christo Pimpirev polar@gea.uni-sofia.bg

An up-to-date version of this list is maintained at www.comnap.aq/topics

Strategic projects

COMNAP Activity focuses on a small number of Strategic Projects, each managed by a Project Manager and overseen by a designated member of EXCOM, the COMNAP Executive Committee.

A Strategic Project is normally restricted to one year, and its outcomes are presented at the COMNAP Annual General Meeting.

Strategic Projects 2008-2009		
Project	Project Manager	Oversight EXCOM member
Mechanisms for collaborative support to science	Heinrich (Heinz) Miller heinrich.miller@awi.de	Christo Pimpirev polar@gea.uni-sofia.bg
Mechanisms for logistic collaboration and sharing facilities	Juan-José Dañobeitia jjdanobeitia@cmima.csic.es	José Retamales jretamales@inach.cl
Online accident, incident and near-miss reporting system	Robert Culshaw rocu@bas.ac.uk	Kazuyuki Shiraishi kshiraishi@nipr.ac.jp

Develop specifications and guidelines for conducting hydrographic surveying using ships of opportunity	Albert Lluberas alexllub@iau.gub.uy	Rasik Ravindra rasik@ncaor.org
Search and Rescue coordination	John Hall jhal@bas.ac.uk	José Retamales jretamales@inach.cl
Review issue of introduction of non-native species into Antarctica and determine practical remedial actions	Yves Frenot yves.frenot@ipev.fr	Lou Sanson l.sanson@antarcticanz.govt.nz
Explore options for syndicate purchasing	Brian Stone bstone@nsf.gov	Virginia Mudie virginia.mudie@aad.gov.au
Review current status of medical support issues	Iain Grant iain.grant@phnt.swest.nhs.uk	Lou Sanson l.sanson@antarcticanz.govt.nz
Revise and update Antarctic Flight Information Manual (AFIM)	Giuseppe De Rossi giuseppe.derossi@consorzio.pnra.it	Kazuyuki Shiraishi kshiraishi@nipr.ac.jp
Upgrade COMNAP Fuel Manual	Richard Mulligan richard.mulligan@aad.gov.au	Virginia Mudie virginia.mudie@aad.gov.au
Implement COMNAP new way of working	Antoine Guichard antoine.guichard@comnap.aq	Virginia Mudie virginia.mudie@aad.gov.au

An up-to-date version of this list is maintained at www.comnap.aq/projects

5. Meetings

2008 COMNAP Annual General Meeting (COMNAP XX) St Petersburg, Russia

COMNAP XX, was held from Sunday 29 June to Friday 04 July 2008 in St Petersburg. The meeting was hosted by the COMNAP member for Russia, the Arctic and Antarctic Research Institute (AARI). It included a range of plenary sessions, meetings of working groups, topical sessions and workshops.

The key outcome of COMNAP XX was the development and adoption of the new COMNAP constitution and a new way of working. These are detailed in Sections 3.1 and 3.2 of this report, and in ATCMXXXII-IP078 *COMNAP's 20 years: a New Constitution and a New Way of Working to Continue Supporting Science and the Antarctic Treaty System* (Baltimore, 2009)

Oct 2008 COMNAP EXCOM, Bansko, Bulgaria

The COMNAP Executive Committee (EXCOM) met on 01-03 October in Bansko, Bulgaria and worked on implementing the changes adopted at COMNAP XX. This included outlining principles for new rules of procedure, confirming key topics for information sharing channels,

formulating a number of strategic projects for 2008-2009, and allocating responsibilities.

Next: 2009 COMNAP Annual General Meeting (COMNAP XXI) Punta Arenas, Chile

COMNAP XXI will be hosted by the COMNAP member for Chile, the Instituto Antartico Chileno, from Sunday 02 to Thursday 06 August 2009 in Punta Arenas, Chile. Following the changes adopted at COMNAP XX, the meeting will adopt a new format with 3 days of keynote presentations and discussions in plenary, followed by one day made available for ad-hoc meetings between National Programs working on bilateral or multilateral collaboration projects.

6. Secretariat

The COMNAP Secretariat operates from an office located in Hobart, Tasmania, Australia. It is provided at no charge by the secretariat's supporting organisation, the Tasmanian State Government through its office of Antarctic affairs 'Antarctic Tasmania'. This invaluable support has now been provided since 1997 and the current support agreement runs until September 2009. The free support provided by Antarctic Tasmania includes a range of office equipment and administrative support, notably through accounting and auditing services. Another extremely valuable support provided is the employment of the COMNAP Executive Secretary by the State of Tasmania on a cost recovery basis. While the COMNAP Executive Secretary still reports directly and exclusively to the COMNAP Chair, he is technically an employee of the Tasmanian State Service, with all the additional protection and support it does entail.

COMNAP remains very thankful to the Tasmanian State Government for its continued support, which allows the secretariat to operate very efficiently and in a quality, supportive environment.

7. Conclusion

COMNAP remains committed to supporting the Antarctic Treaty System.

COMNAP and its members continue to work together and help each other to place all National Antarctic Programs in the best possible position to undertake and support scientific and other work in Antarctica on behalf of their respective national governments – safely, efficiently and in the most environmentally responsible manner.

For more information, please visit COMNAP's web site at www.comnap.aq or email us at info@comnap.aq.

Appendix 1: Shortcut links to COMNAP Information

Updated 11-March-2009. An up-to-date version of this list is maintained at www.comnap.aq/links

Shortcut	Information	Address
accounts	COMNAP audited annual accounts	To be at /accounts. Currently at www.comnap.aq/membersonly/accounts
aeoi	Advance Exchange of Operational Information	www.comnap.aq/aeoi
afim	Antarctic Flight Information Manual	www.comnap.aq/afim
agm	Reports and Papers of past COMNAP Annual General Meetings	To be at /agm. Currently at www.comnap.aq/membersonly/agm
agr	COMNAP Annual General Reports	To be at /agr. Currently at www.comnap.aq/membersonly/agr
ainmr	Accident, Incident and Near Miss Reporting	to be implemented at /ainmr
amen	List of members of the AMEN list	www.comnap.aq/amen
atcm	ATCM meetings – dates, links and schedule for preparations	www.comnap.aq/atcm
atom	Antarctic Telecommunications Officers Manual	www.comnap.aq/atom
budget	Current COMNAP Budget	To be at /budget. Currently at www.comnap.aq/membersonly/budget
calendar	Work calendar for the current year	to be implemented at /calendar
cep	CEP-relevant information	to be implemented at /cep
constitution	COMNAP Constitution	www.comnap.aq/constitution
contacts	Current COMNAP Contacts, including contacts for operational emergencies	To be at /contacts. Currently at www.comnap.aq/membersonly/contacts
countries	Countries involved in Antarctic affairs	www.comnap.aq/countries
decisions	Recent COMNAP Decisions	to be implemented at /decisions
eirs	Environmental Incident Reporting System	to be implemented at /eirs
events	List of upcoming events	www.comnap.aq/events
excom	EXCOM-relevant information and documents	to be implemented at /excom
facilities	List of Antarctic facilities	www.comnap.aq/facilities
fees	Copies of membership fee invoices	To be at /fees. Currently at www.comnap.aq/membersonly/fees
forms	Forms and templates	www.comnap.aq/forms
guidelines	Any documents classified as 'guidelines'	to be implemented at /guidelines
incidents	General reports on incidents in Antarctica	To be at /incidents. Currently at www.comnap.aq/membersonly/incidents

Shortcut	Information	Address
interoperability	Technical resources for interoperability	www.comnap.aq/interoperability
links	Links and shortcuts to essential information	www.comnap.aq/links
logos	COMNAP logos and other graphics	To be at /logos. Currently at www.comnap.aq/membersonly/logos
manuals	Any documents classified as 'manuals'	to be implemented at /manuals
maps	COMNAP and other Antarctic maps	www.comnap.aq/maps
meetings	List of meetings	www.comnap.aq/meetings
messages	Archive of "COMNAP Messages"	to be implemented at /messages
news	News items	www.comnap.aq/news
notices	Archive of "COMNAP Notices"	to be implemented at /notices
officers	List of COMNAP elected and appointed officers	www.comnap.aq/officers
people	Details of people with a Personal User Account on the COMNAP web site	to be implemented at /people
procedures	COMNAP's current Rules of Procedure	www.comnap.aq/procedures
proceedings	Any documents classified as 'proceedings'	to be implemented at /proceedings
projects	Current COMNAP Strategic Projects	www.comnap.aq/projects
protocol	Text of the Protocol on Environmental Protection to the Antarctic Treaty (Madrid Protocol)	www.comnap.aq/protocol
recent	Information recently posted or updated on the COMNAP web site	To be at /recent. Currently at www.comnap.aq/membersonly/recent
representatives	List and contact details of current National Representatives	www.comnap.aq/representatives
review	Documents for review	To be at /review. Currently at www.comnap.aq/membersonly/review
sar	Search and Rescue in the Antarctic	www.comnap.aq/sar
sprsr	COMNAP Ship Position Reporting System	www.comnap.aq/sprsr
stations	List of Antarctic Stations	www.comnap.aq/stations
symposium	COMNAP Symposium	www.comnap.aq/symposium
terminology	Terminology used in COMNAP exchanges of information, in particular on the COMNAP web site.	www.comnap.aq/terminology
topics	Current topics with a dedicated mailing list	www.comnap.aq/topics
treaty	Text of the Antarctic Treaty of 1959 (Treaty of Washington)	www.comnap.aq/treaty

Appendix 3: COMNAP New Way of Working Powerpoint Presentation



COMNAP XX Agreement

- Agreement to focus on a small number of strategic projects
- Oversight to be provided by an EXCOM member
- Outcomes to be presented at the COMNAP AGM

COMNAP XX Agreement

- Drawing from past experience
- Recognition of the positive values we had from staff at many levels within national programs engaging in issues of mutual benefit
- DO NOT want to lose the value of the information sharing aspects of COMNAP
- The concept of "Principal Contacts" for pursuing topics of value to COMNAP

COMNAP XX Agreement

- Identified the need for the Principal Contact to be the primary contact for a specific topic
- Each Principal Contact will be supported by a clearly identified EXCOM member
- Mailing lists established through the COMNAP mail/web server
- List of strategic projects identified for 2008-09

How do we fulfil our purpose?

Remembering that the purpose of COMNAP is to develop and promote best practice in managing the support of scientific research in Antarctica, by:

- Serving as a forum to develop practices that improve effectiveness of activities in an environmentally responsible manner
- Facilitating and promoting international partnerships
- Providing opportunities and systems for information exchange and
- Providing the Antarctic Treaty System with objective and practical, technical and non-political advice drawn from the National Antarctic Programs' pool of expertise

Drawing from the past and moving to the future

- Suspect we are all time poor – we don't have sufficient time to do our mainstream work let alone COMNAP initiated work?
- Suspect we are getting greater scrutiny from our bosses about where we spend our energies time, and money ?
- We value the interaction at COMNAP ?

Drawing from the past and moving to the future

- We would like to have some strategic outcomes as a result of our time at COMNAP AGM's ?
- We would like to contribute to the COMNAP strategic focus?
- We would like any activities or projects that we participate in to be manageable within our time constraints?

Looking to the future

- The focus on a small number of strategic projects supports very well the forum and communication purposes of COMNAP
- But, we may need to do better on the remaining goals of facilitating and promoting international partnerships and with providing the ATS with advice based on the NAPs extensive pool of expertise
- And we need a way to measure how successful we are

Looking to the future

We might begin to explore questions like:

- "What is a measure of our success?"
- "How can we continue to improve our working relationships with other component organisations of the ATS (SCAR, IAATO, CEP, CCAMLR etc) and with organisations outside the ATS but relevant and important to COMNAP/NAPs (RCCs, IMO, IHO, etc)?"
- "How can we promote (internally within ATS and externally) the expertise the NAPs have regarding Antarctica, the Southern Ocean and Antarctic operations for the benefit and continuing sustainability of those NAPs"?
- Where does COMNAP see itself in 5, 10 and 15 years time...

Would the future COMNAP New way of Working look like this?

- Alignment with the work of ATCM and CEP?
- Working with SCAR and the science community to collectively manage their support requirements to make the best use of collective RESOURCES - Collaboration and sharing of facilities
- Working with CEP to consider the practical implications of their 5 year rolling workplan - Aligning the CEP workplan with guidelines and implementation

Would the future COMNAP New way of Working look like this?

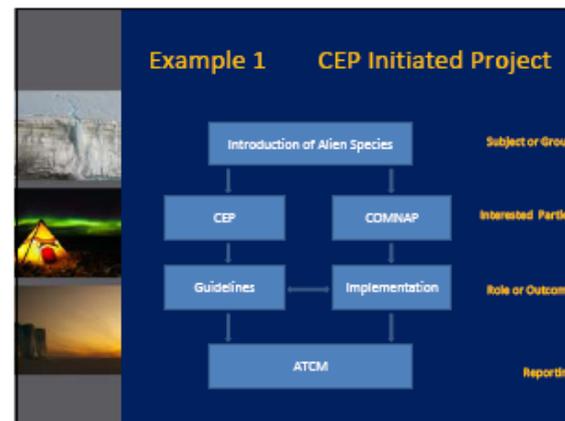
- Consideration of the commercial pressures on Antarctic Programs -
 - Tourism visitation and the impact on science delivering
 - On-line accident and incident reporting system
 - Search and Rescue
 - Hydrographic surveys, specifications and guidelines
- Consideration of human activities on Antarctica
 - Potential introduction of alien species - practical remediation
 - On-line accident and incident reporting system

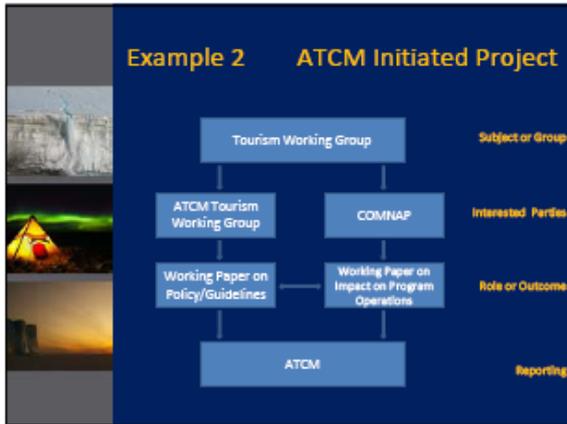
Would the future COMNAP New way of Working look like this?

- The potential impact of climate change on operations in the future
 - Search and Rescue
 - On-line accident and incident reporting system
 - Facilitating the delivery of scientific research
 - Liaison with Antarctic Treaty meeting of experts on Climate Change early 2010
- Abandoned work sites and remediation
 - Collaboration and sharing of facilities
 - Sharing of methodologies for remediation
- Guidelines for Antarctic programs
 - Collaboration and sharing of information
 - Accident management
 - Medical support in Antarctica
 - Fuel manual and IMO

How we can make the New way of Working happen - a suggestion!

- One model - a prioritised 5 year rolling plan for implementation based on the projects identified at COMNAP XX
- Noting COMNAP's observer status at ATCM - provides an opportunity for input into ATCM business
- Facilitated discussion on what makes a COMNAP 5 Year Strategic Plan papers to COMNAP XXII
 - CEP - An overview
 - On-line accident and incident reporting system





Priority	Project	Project Manager	EXCOM Member	Year 1 – Year 5
	Science collaboration	Heinrich Miller	Christo Pampau	* * *
	Explore possible mechanisms for logistic collaboration and sharing facilities	Juho-Jook DaFobetta	Joak Retamales	* * *
	Online accident, incident and permits reporting system	Robert Curshaw	Kazuyuki Shinohira	* * *
	Develop specifications and guidelines for conducting hydrographic surveying using ships of opportunity	Albert Uubenas	Raak Ravindra	* * *
	Search and Rescue coordination (including preparation of paper for 2009 ATCM)	John Hall	Joak Retamales	* * *

Priority	Project	Project Manager	EXCOM Member	Year 1 – Year 5
	Review issue of introduction of non-native species into Antarctica and determine practical remedial actions	Yves Frenot	Lou Sazon	* * *
	Explore options for syndicate purchasing	Brian Stone	Virginia Madia	* * *
	Review current status of medical support issues	Iain Grant	Lou Sazon	* * *
	Review and update Antarctic Flight Information Manual (AFIM)	Giuseppe De Rossi	Kazuyuki Shinohira	* * *

Example: Shipping - Fuel Oil Project

Priority	Project	Year 1	Project Manager	EXCOM Member	Year 2	Through to Year 5
1	IMO Heavy Fuel Oil Ban	* Dec 2009 Deadline * Prepare for 2009 IMO Meeting * Action 1 * Action 2 * etc			* * *	* Project conclusion

Example: Shipping - Fuel Oil Project

A COMNAP Project Template is then filled out by the Project Manager and signed off by the EXCOM Member responsible for oversight. This will provide clear guidance on the expected outcome of the work undertaken

- Project objectives outlined
- Strategic fit – is it a priority for COMNAP
- What will be delivered
- What is the timeframe for completion
- What resources are required
- What will and will not be addressed – ie scope
- Who are the key people interested - stakeholders

COMNAP - The Council of Managers of National Antarctic Programs
PROJECT PROPOSAL

PROJECT DETAILS

Project Title: _____
 Project Manager: _____
 Chair or Vice Chair Sponsor: _____
 Start Date: _____ End Date: _____

Project Objectives
 Provide a single statement defining the principal objective of the project. The objective should be specific, measurable, realistic and timely.
 What does the project aim to achieve? What business need will be addressed? What benefits will the project provide?

Strategic Fit
 Why is the project important? How does it contribute to COMNAP objectives? Why is the project necessary now? What has happened previously?

Project Outcomes and Deliverables
 What products will the project deliver? What will be outlined by outlining these project outputs?

Project Timeline
 When will the project start? When will it be completed? What are the specific milestones for the project?

Resource Requirements
 Are any resources required to undertake work on this project between COMNAP Annual Meetings?

Stakeholders
 Who will be involved in the project? What roles will they play? What resources will be required? What will be delivered? What will be outlined by outlining these project outputs?

COMNAP - The Council of Managers of National Antarctic Programs
PROJECT PROPOSAL

Stakeholders

Who is involved in the project?	Project contributions that may influence the project outcomes	Who will be involved in the project (but may not be directly involved in the conduct of the project)?	Who will be affected by the project (but may not be directly involved in the conduct of the project)?

Related Projects

Is this project dependent on the conduct or support of other activities? Will the outcomes of this project impact on other activities?

ENDORSEMENT / SUPPORT / APPROVAL

PROJECT MANAGER ENDORSEMENT

Project Manager	Name	Signature	Date
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SPONSOR SUPPORT / APPROVAL

COMNAP Chair or Vice Chair	Name	Signature	Date
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Appendix 4: Final Draft Financial Report 2008/09

Preliminary Report on 2008-2009 Income and Expenditure

25 July 2009

Approved Budget in Australian Dollars (AUD)	Actual 2008-09 (AUD)	Variance (AUD)	Notes
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Income

General Income			
2008 membership fees - to be invoiced Jan 2008 (29 of)	188,500.00	188,500.00	0.00
Interest earned on reserves	20,000.00	23,972.01	(3,972.01)
Other Income	0.00	0.00	0.00
Antarctic Flight Information Manual Sales			
AFIM Sales	1,500.00	6,596.74	(5,096.74)
Total income	210,000.00	219,068.75	(9,068.75)

(1)

Expenditure

General Operating Costs			
Cost of recovering membership fees			
Cost of recovering membership fees (incl. losses on currency conversions)	2,000.00	1,978.40	21.60
Sub Total	2,000.00	1,978.40	21.60
Employment Costs			
Executive Secretary Employment Costs	143,561.00	152,960.27	(9,399.27)
Interviews for new Executive Secretary	18,000.00	16,844.47	1,155.53
Training	0.00	0.00	0.00
Sub Total	161,561.00	169,804.74	(8,243.74)
Secretariat General Operation			
Postage and Freight	1,000.00	455.86	544.14
Office Supplies	4,000.00	3,413.94	586.06
Phone, Fax, Internet Access	2,000.00	1,073.64	926.36
Desktop Computing	4,000.00	2,809.02	1,190.98
Bank/Finance charges - incl. Currency conversions	500.00	0.00	500.00
Member Visits	10,000.00	12,546.29	(2,546.29)
Other	0.00	0.00	0.00
Sub Total	21,500.00	20,298.75	1,201.25
Communications Support Infrastructure			
Routine maintenance and upgrade	20,000.00	19,020.52	979.48
Explanatory work/Scoping	5,000.00	5,000.00	0.00
Document Scanning and Archiving	4,000.00	4,672.73	(672.73)
Sub Total	29,000.00	28,693.25	306.75
Antarctic Flight Information Manual (AFIM)			
Routine maintenance and revision	12,000.00	20,217.32	(8,217.32)
Sub Total	12,000.00	20,217.32	(8,217.32)
COMNAP Meetings (incl. EXCOM)			
COMNAP Meetings (Annual and EXCOM Meetings)	20,000.00	22,992.22	(2,992.22)
Production of COMNAP Annual General report	0.00	0.00	0.00
Sub Total	20,000.00	22,992.22	(2,992.22)
Antarctic Treaty Meetings			
Antarctic Treaty Meetings	12,000.00	17,227.31	(5,227.31)
Sub Total	12,000.00	17,227.31	(5,227.31)

(2)

(3)

(1)

(3)

(3)

(3)

COMNAP XXI AGM Final Report 2009.doc

Publishing and Promotion (Corporate)			
general - not allocated to any specific project	1,500.00	1,680.00	(180.00)
COMNAP Map	5,000.00	4,951.67	48.33
Writing and editing generic text	1,000.00	0.00	1,000.00
Sub Total	7,500.00	6,631.67	868.33
Total General Operating Costs:	265,561.00	287,843.66	(22,282.66)
Special Project Costs			
Group Projects			
Annual AMD Contributions - 1/3 of USD10,000 [STADM]	5,000.00	4,752.99	247.01
COMNAP participation to IHO's HCA meeting [SHIPOPS]	3,000.00	2,155.15	844.85
Sub Total	8,000.00	6,908.14	1,091.86
Workshops			
SAR workshop	8,000.00	7,973.21	26.79
Sub Total	8,000.00	7,973.21	26.79
Total Special Project Costs:	16,000.00	14,881.35	1,118.65
Total Expenditure	281,561.00	302,725.01	(21,164.01)
Operating Result	(71,561.00)	(83,656.26)	12,095.26
Total Revenue Cross Check	(210,000.00)	(224,200.76)	
Total Expenditure Cross Check	281,561.00	342,114.84	
Other categories Cross Check	0.00	2,902.78	
Total Movement		120,816.86	
Revenue Difference		(5,132.01)	
Expenditure Difference		39,389.83	

Notes to Preliminary Financial Report for the year ending 30 June 2009

(1) The net budget for the AFIM was a loss of AUD 10,500 (12,000 for expenses and 1,500 for income from sales). Sales incur additional costs for printing and shipping, so high sales add to the cost. The net result for the AFIM in 2008-2009 is a loss AUD 13,620 (20,217 for expenses and 6,597 income from sales), 30% above budget.

(2) The COMNAP Executive Secretary is employed through the Tasmanian State Government and the position and remuneration aligned with Tasmanian State Service's Senior Executive Service Level 2 (SES2). All Tasmanian public servant positions have benefited over the last year of pay increases as negotiated between the State and the Unions.

(3) "These are expenses almost entirely incurred in, or dependent on, foreign currencies and that do not correspond to discretionary spending easy to avoid or defer.

The combined overspending on these budget lines is 26%. For most of the year between 01 July 2008 and 30 June 2009, and relative to the exchange rates at 01 July 2008 when the budget was prepared, the Australian dollar had lost between 25% and 35% to the US Dollar and between 13% and 20% to the Euro."

Appendix 5: Proposed COMNAP Budget 2009/10

	\$AUD 599,427.36		\$AUD 515,791.36	Note 0
Reserves at start of year:				
	Budget 2008- 2009 (AUD)	Actual funds earned/spent 2008-2009 (AUD)	Provisional Budget 2009-2010 (NZD)	
		Provisional Final	Provisional	
Income				
General Income				
Annual membership fees (2010 fees to be invoiced in Jan 2010 (28 Members @ \$NZ8000 each))	188,500.00	188,500.00	224,000.00	
Interest earned on reserves	20,000.00	23,972.01	10,080.00	Note 1
Other Income	0	0	\$1,000.00	Note 2
Antarctic Flight Information Manual Sales				
AFIM Sales	1,500.00	6,596.74	1,500.00	
Total income	210,000.00	219,068.75	236,580.00	NZD
Expenditure				
Cost of recovering membership fees				
Cost of recovering membership fees	2,000.00	1978.4	1,000.00	
Sub Total	2,000.00	1978.4	1,000.00	
Employment Costs				
Outgoing Executive Secretary Employment Costs	143,561.00	152,960.27	38,750.00	Note 3
Incoming Executive Secretary Employment Costs			120,000.00	
Interviews for new Executive Secretary	18,000.00	\$16,844.47	0.00	
Training	0	0	2500	
Sub Total	161,561.00	169,804.74	161,250.00	
Secretariat Operation				
Postage and Freight	1,000.00	455.86	2,000.00	
Office Supplies	4,000.00	3,413.94	5,000.00	
Phone, Fax, Internet Access	2,000.00	1,073.64	2,000.00	
Desktop Computing	4,000.00	2,809.02	4,000.00	
Bank/Finance charges - incl. Currency conversions	500	0	500	
Member Visits	10,000.00	12,546.29	15,000.00	
Other	0	0		
Sub Total	21,500.00	20,298.75	28,500.00	
Communications Support Infrastructure				
Routine maintenance and upgrade	20,000.00	19,020.52	20,000.00	
Exploratory work/Scoping	5,000.00	5,000.00	2,500.00	

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Document Scanning and Archiving	4,000.00	4,672.73	4,000.00
Sub Total	29,000.00	28,693.25	26,500.00
AFIM maintenance and revision	12,000.00	20,217.32	15,000.00
Sub Total	12,000.00	20,217.32	15,000.00
COMNAP Meetings			
COMNAP Meetings (Annual and EXCOM Meetings)	20,000.00	22,992.22	25,000.00
Production of COMNAP Annual General report	0	0.00	0
Sub Total	20,000.00	22,992.22	25,000.00
Antarctic Treaty Meetings			
Antarctic Treaty Meetings	12,000.00	17,227.31	20,000.00
Sub Total	12,000.00	17,227.31	20,000.00
Publishing and Promotion (Corporate)			
general - not allocated to any specific project	1,500.00	1,680.00	2,000.00
COMNAP Map	5,000.00	4,951.67	2,500.00
Writing and editing generic text	1,000.00	0	1,000.00
Sub Total	7,500.00	6,631.67	5,500.00
Total General Operating Costs:	265,561.00	287,843.66	282,750.00
Projects			
General	0	0	2,500.00
AEON Workshop Alien Species	0	0	0.00
Annual AMD Contributions	5,000.00	4,752.99	0.00
AINMR	0	0	0.00
Pilot Health Register Data Integration	0	0	0.00
COMNAP participation to IHO's HCA meeting	3,000.00	2,155.15	0.00
Library of training-related material	0	0.00	0.00
COMNAP Symposium	0	0	0.00
SAR Workshop	8,000.00	7973.21	10,000.00
2009 Project 1			0.00
2009 Project 2			0.00
2009 Project 3			0.00
2009 Project 4			0.00
2009 Project 5			0.00
	16,000.00	14,881.35	12,500.00
Total Expenditure	281,561.00	302,725.01	295,250.00
Operating Result	-71,561.00	-83,656.26	-58,670.00
Reserves at end of year:		\$AUD 515,771	\$586,410
		\$NZ655,080	NZD

Note
4

**Notes related to proposed budget 2009/2010
(preceding pages)**

Note 0: At the current exchange rate to NZ\$
The reserves would be
\$651,207.00.

Note 1: NZ interest rates are very low due to global
economy.
A conservative interest rate of 4.5% has been assumed on reserves.

Note 2: We received a grant from Canterbury as part of
the bid to move the Secretariat from Hobart to
Christchurch.

Note 3: This includes approx \$36,000 of transition Employment-related
expenses
for the outgoing ES for the period of July - Sept 2009.

Note 4: Approximately \$25,000 will be allocated to agreed Strategic Projects.

Appendix 6: Proposed list of Strategic Projects 2009/10

ATCM (2009)-related *(revised on 10 August with new information provided by Jan Huber, AT Secretariat):*

Decision 7 – Meeting of Experts on Ship Borne Tourism (New Zealand Dec 09)

Resolution 2 – Role of COMNAP

Resolution 5 – Protection of giant petrels

Resolution 6 – Preserving the legacy of IPY in particular in relation to observing networks

Resolution 8 – IMO letter to encourage mandatory polar shipping code

Resolution 9 - Collection and use of Antarctic biological material

CEP-related

- Introduction of non native species (2011)
- Human footprint/wilderness management (2010)
- Monitoring and state of the environment reporting
- Shipping guidelines, including ballast water guidelines (2013)
- Marine acoustics (2010)
- Disposal of Waste, including human waste (2014)
- Clean up of sites of past activity – prepare report on best practice (2014)

SCAR-related

- King George Island collaboration in support of science

COMNAP proposals

- Mechanisms for collaborative support of Science
- AINMR Reporting System – conclude this week? Request for comments from NAPs quickly, to complete easily.
- Medical Contact Group (Iain Grant): Pandemic management in Antarctica
- AFIM – further work? Survey on goals of this publication? Define the purpose of this for COMNAP Members. Will ask one of the Vice Chairs to lead this with reference to those ATCMs Recommendations that established the requirement.
- Hydrographic Surveying – further work?
- One day workshop on margins of Oslo IPY Conference, how NAPs can continue and build on IPY Legacy. (Linda Capper)
- Buying/selling redundant equipment – exchange type system? Selling?
- Energy issues, including telecommunications; Fuel bulk purchasing?
- How COMNAP can assist NAPs regarding the IMO proposal on the use of fuels on vessels.
- Antarctic Glossary (Valery Lukin)
- Plus, one unfinished project on non native species in Antarctica (Yves Frenot)

KEY Topics for Consideration and Prioritisation for a 5 year Plan

CEP-related work

- Marine acoustics (2010)
- Human footprint/wilderness management (2010)
- Introduction of non native species (2011)
- Shipping guidelines, including ballast water guidelines (2013)
- Disposal of Waste, including human waste (2014)
- Clean up of sites of past activity – prepare report on best practice (2014)

ATCM

- Tourism, visitor guidelines, historic sites
- Antarctic special area – extension to Antarctic convergence
- Mandatory Shipping Codes IMO– including IMO heavy fuel ban (2010)
- ICG bio-prospecting

COMNAP

- Pandemic management
- “C-Bay exchange” – buy/sell/exchange of redundant equipment
- Sharing best practice energy/technology management

Appendix 7: List of COMNAP XXI Meeting Participants

-  [Argentina](#)
 - Mariano Memolli (MNAP)
 - Sergio Marensi (Deputy MNAP)
 - Víctor Figueroa
 - Rodolfo Sánchez

-  [Australia](#)
 - Virginia Mudie (MNAP)
 - Richard Mulligan (Deputy MNAP)
 - Sandra Potter

-  [Belgium](#)
 - Maaïke Vancauwenberghe (MNAP)

-  [Brazil](#)
 - Francisco Carlos Ortiz de Holanda Chaves (MNAP)
 - José Robson de Oliveira Medeiros (Deputy MNAP)
 - André Schumann Rosso

-  [Bulgaria](#)
 - Christo Pimpirev, Director, Bulgarian Antarctic Institute (MNAP)
 - Yordan Velinov Yordanov, Logistics Manager, Bulgarian Antarctic Institute (Deputy MNAP)
 - Valery Yotov, Bulgarian Ambassador to Chile

-  [Canada](#)
 - No participant (apologies received)

-  [Chile](#)
 - Paulina Julio (MNAP)
 - Javier Arata (Deputy MNAP)
 - Jimena Sardiña
 - Cristián Rodrigo
 - Verónica Vallejos
 - Marcelo González
 - Elías Barticevic
 - Federico Podestá
 - Patricio Barraza
 - Iván Valenzuela
 - Víctor Ruiz
 - Santiago Madrid
 - Alex Vidal
 - Jorge Budge
 - Hernán Riquelme
 - Stefan Kraus
 - Marcelo Leppe
 - Carla Gimpel
 - Ricardo Jaña
 - Eduardo Hidalgo

-  [China](#)
 - Wu Jun, CAA, Deputy Director
 - Qin Weijia, PRIC, Deputy Director
 - Chen Danhong, CAA, Division Head, International Cooperation
 - Sun Jun, CAA, Division Deputy Head, Planning Finance and Logistics
 - Sun Yunlong, PRIC, Division Head, Station Management
 - Wang Jianzhong, PRIC, Captain, MV Xuelong
 - Long Wei, CAA, Division of International Cooperation
 - Zhang Fugang, Chinese Embassy in Chile

-  [Ecuador](#)
 - Juan Carlos Proaño Vega
 - Pablo Iván Pazmiño Manrique

-  [Finland](#)
 - No participant (apology received)

-  [France](#)
 - Gérard Jugie (MNAP)
 - Patrice Godon (Deputy MNAP)

-  [Germany](#)
 - Heinz Miller (MNAP)
 - Hartwig Gernandt (Deputy MNAP)
 - Uwe Nixdorf
 - Manfred Reinke
 - Heinz Finkenzeller
 - Sean Loutitt

-  [India](#)
 - Rahul Mohan

-  [Italy](#)
 - Antonino Cucinotta (MNAP)
 - Roberto Cervellati

-  [Japan](#)
 - Yoshiyuki Fujii, Director-General, NIPR (MNAP)
 - Kazuyuki Shiraishi, Vice Director-General, NIPR (Deputy MNAP)
 - Kenji Ishizawa, Logistics Manager, Center for Antarctic Programs, NIPR

-  [the Netherlands](#)
 - Dick van der Kroef (MNAP)

-  [New Zealand](#)
 - Lou Sanson, Chief Executive, Antarctica New Zealand (MNAP)
 - Iain Miller, Manager Antarctic Support, Antarctica New Zealand (Deputy MNAP)

-  [Norway](#)
 - John E Guldahl (MNAP)
 - Ken Pedersen
 - Jan Erling Haugland (General Director DROMLAN)

-  [Peru](#)
 - Alfredo Arecco-Sablich (MNAP)
 - Augusto Cornejo (Deputy MNAP)

-  [Poland](#)
 - Andrzej Tatur (MNAP)
 - Tomasz Janecki (Deputy MNAP)

-  [Russia](#)
 - Valery Lukin (MNAP)
 - Viacheslav Martianov, Head of Logistics
 - Victor Pomelov, Environmental Manager

-  [Korea](#)
 - Hong Kum Lee (MNAP)
 - Dong Yup Kim
 - Kyung Ho Chung
 - Ji Hee Kim
 - Sang Heon Nam
 - Won Jun Kim
 - Seonung Choi
 - Cheon Yun Kang
 - Dongmin Jin

-  [South Africa](#)
 - Henry Valentine (MNAP)
 - Richard Skinner (Deputy MNAP)

-  [Spain](#)
 - Juan José Dañobeitia
 - Miguel Angel Ojeda
 - Sonia Ramos

-  [Sweden](#)
 - Ulf Hedman

-  [Ukraine](#)
 - No participant (apology received)

-  [the United Kingdom](#)
 - John Pye
 - Iain Grant
 - David Blake

-  [the United States of America](#)
 - Brian Stone
 - Paul Sheppard

-  [Uruguay](#)
 - Albert Lluberas
 - Jose Luis Fortunato

-  [COMNAP](#)
 - José Retamales, Chair
 - Antoine Guichard, Executive Secretary
 - Michelle Rogan-Finnemore, Executive Secretary designate

- Antarctic Treaty Secretariat
 - Jan Huber, Antarctic Treaty Executive Secretary

- SCAR (Scientific Committee on Antarctic Research)
 - Chuck Kennicutt, SCAR President

- IHO-HCA (International Hydrographic Organisation's Hydrographic Commission on Antarctica)
 - Hugo Gorziglia (Director International Hydrographic Bureau & HCA Chairman)
 - Iain Moncrieff (HCA Vice Chairman)
 - Enrique Silva (Chilean representative on HCA)

- IAATO
 - Mike Sharp
 - David Rootes

Appendix 8: Record of COMNAP meetings and officers

Notes: Years shown are "COMNAP Years", which run from the close of an Annual General Meeting (AGM) to the close of the next AGM. Treaty meetings shown are those closest to the AGM held during (at the end of) that COMNAP year – in some instances the Treaty meeting may have been held later than the COMNAP AGM and hence may not strictly be in that COMNAP year. The gap shown is the number of days between the end of the ATCM/SATCM and the start of the COMNAP AGM, which should ideally be at least 45 days. (#) denotes Ex Officio members of EXCOM, not directly elected on EXCOM by MNATIONAL ANTARCTIC PROGRAMS.

1988/1989 to 1992/1993

Meetings					
COMNAP AGM	1988/1989	1989/1990	1990/1991	1991/1992	1992/1993
meeting	COMNAP I	COMNAP II	COMNAP III	COMNAP IV	COMNAP V
symposium		SCALOP IV		SCALOP V	
locality	Cambridge	Sao Paulo	Bologna	Bariloche	Christchurch
country	UK	BR	IT	AR	NZ
start date	04-Oct-1989	17-Jul-1990	17-Jun-1991	08-Jun-1992	20-Jun-1993
end date	06-Oct-1989	21-Jul-1990	21-Jun-1991	12-Jun-1992	26-Jun-1993
EXCOM	1988/1989	1989/1990	1990/1991	1991/1992	1992/1993
locality				<i>Bremen</i>	
country				<i>DE</i>	
dates					
ATCM/CEP (b)	1988/1989	1989/1990	1990/1991	1991/1992	1992/1993
ATCM/SATCM	ATCM XV		ATCM XVI	ATCM XVII	
CEP					
locality	Paris		Bonn	Venice	
country	FR		DE	IT	
start date	09-Oct-1989		07-Oct-1991	11-Nov-1992	
end date	20-Oct-1989		18-Oct-1991	20-Nov-1992	
gap to COMNAP AGM	-16 days	n/a	-123 days	-165 days	n/a
COMNAP Officers					
EXCOM	1988/1989	1989/1990	1990/1991	1991/1992	1992/1993
Chair	David Drewry (UK)	David Drewry (UK)	David Drewry (UK)	Mario Zuchelli (IT)	Mario Zuchelli (IT)
Past Chair or Chair Elect				David Drewry (UK)	David Drewry (UK)
MNAP Rep				Anders Karlqvist (SE)	Anders Karlqvist (SE)
MNAP Rep					
MNAP Rep					
# SCALOP Chair	Heinz Kohnen (DE)	Heinz Kohnen (DE)	Heinz Kohnen (DE)	Heinz Kohnen (DE)	Jack Sayers (AU)
# Exec. Secretary	Al Fowler (US)	Al Fowler (US)	Al Fowler (US)	Al Fowler (US)	Al Fowler (US)

1993/1994 to 1997/1998

Meetings					
COMNAP AGM	1993/1994	1994/1995	1995/1996	1996/1997	1997/1998
meeting	COMNAP VI	COMNAP VII	COMNAP VIII	COMNAP VIX	COMNAP X
symposium	SCALOP VI		SCALOP VII		SCALOP VIII
locality	Rome	Santiago	Cambridge	Cape Town	Concepcion
country	IT	CL	UK	ZA	CL
start date	29-Aug-1994	31-Jul-1995	05-Aug-1996	25-Aug-1997	20-Jul-1998
end date	02-Sep-1994	04-Aug-1995	09-Aug-1996	29-Aug-1997	24-Jul-1998
EXCOM	1993/1994	1994/1995	1995/1996	1996/1997	1997/1998
locality		<i>Oxnard</i>	<i>Honolulu</i>	<i>Santa Fe</i>	Santa Fe
country		<i>US</i>	<i>US</i>	<i>US</i>	US
dates					15-16 Dec 1997
ATCM/CEP (b)	1993/1994	1994/1995	1995/1996	1996/1997	1997/1998
ATCM/SATC M	ATCM XVIII	ATCM VIX	ATCM XX	ATCM XXI	ATCM XII
CEP					CEP I
locality	kyoto	seoul	Utrecht	Christchurch	Tromsø
country	JP	KR	NL	NZ	NO
start date	11-Apr-1994	08-May-1995	29-Apr-1996	19-May-1997	25-May-1998
end date	22-Apr-1994	19-May-1995	10-May-1996	30-May-1997	05-Jun-1998
gap to COMNAP AGM	129 days	73 days	87 days	87 days	45 days
COMNAP Officers					
EXCOM	1993/1994	1994/1995	1995/1996	1996/1997	1997/1998
Chair	Mario Zuchelli (IT)	Anders Karlqvist (SE)	Anders Karlqvist (SE)	Anders Karlqvist (SE)	Gillian Wratt (NZ)
Past Chair or Chair Elect	David Drewry (UK)	Mario Zuchelli (IT)			Anders Karlqvist (SE)
MNAP Rep	Anders Karlqvist (SE)	Oscar Pinochet De la Barra (CL)	Oscar Pinochet De la Barra (CL)	Oscar Pinochet De la Barra (CL)	Carlos Rinaldi (AR)
MNAP Rep		Gillian Wratt (NZ)	Gillian Wratt (NZ)	Gillian Wratt (NZ)	Oscar Pinochet De la Barra (CL)
MNAP Rep					
# SCALOP Chair	Jack Sayers (AU)	Jack Sayers (AU)	Erick Chiang (US)	Erick Chiang (US)	Erick Chiang (US)
# Exec. Secretary	Al Fowler (US)	Al Fowler (US)	Al Fowler (US)	Al Fowler (US)	Jack Sayers (AU) [1]

[1] Al Fowler until 30 September 1997; Jack Sayers from 01 October 1997

1998/1999 to 2002/2003

Meetings					
COMNAP AGM	1998/1999	1999/2000	2000/2001	2001/2002	2002/2003
meeting	COMNAP XI	COMNAP XII	COMNAP XIII	COMNAP XIV	COMNAP XV
symposium		SCALOP IX		SCALOP X	
locality	Goa	Tokyo	Amsterdam	Shanghai	Brest
country	IN	JP	NL	CN	FR
start date	20-Sep-1999	10-Jul-2000	20-Aug-2001	15-Jul-2002	08-Jul-2003
end date	24-Sep-1999	14-Jul-2000	24-Aug-2001	19-Jul-2002	11-Jul-2003
EXCOM	1998/1999	1999/2000	2000/2001	2001/2002	2002/2003
locality	Hobart	Skukuza	Singapore	Mauii	Brest
country	AU	ZA	SI	US	FR
dates	07-08 Dec 1998	29-30 Nov 1999	28-29 Nov 2000	23-24 Nov 2001	27-28 Mar 2003
ATCM/CEP (b)	1998/1999	1999/2000	2000/2001	2001/2002	2002/2003
ATCM/SATCM	ATCM XXIII	ATSCM XII	ATCM XXIV	ATCM XXV	ATCM XXVI
CEP	CEP II	CEP III	CEP IV	CEP V	CEP VI
locality	Lima	The Hague	St Petersburg	Warsaw	Madrid
country	PE	NL	RU	PL	ES
start date	24-May-1999	11-Sep-2000	09-Jul-2001	03-Sep-2002	09-Jun-2003
end date	04-Jun-1999	15-Sep-2000	20-Jul-2001	14-Sep-2002	20-Jun-2003
gap to COMNAP AGM	108 days	-67 days	31 days	-61 days	18 days
COMNAP Officers					
EXCOM	1998/1999	1999/2000	2000/2001	2001/2002	2002/2003
Chair	Gillian Wratt (NZ)	Gillian Wratt (NZ)	Gillian Wratt (NZ) [2]	Karl Erb (US)	Karl Erb (US)
Past Chair or Chair Elect				Gillian Wratt (NZ)	
MNAP Rep	Carlos Rinaldi (AR)	Carlos Rinaldi (AR)	Karl Erb (US)	Okitsugu Watanabe (JP)	Okitsugu Watanabe (JP)
MNAP Rep	Dirk Van Schalkwyk (ZA)	Dirk Van Schalkwyk (ZA)	Gérard Jugie (FR)	Gérard Jugie (FR)	Gérard Jugie (FR)
MNAP Rep					
# SCALOP Chair	Patricio Eberhard (CL)	Patricio Eberhard (CL)	Patricio Eberhard (CL)	Kim Pitt (AU)	Kim Pitt (AU)
# Exec. Secretary	Jack Sayers (AU)	Jack Sayers (AU)	Jack Sayers (AU)	Jack Sayers (AU)	Jack Sayers (AU)

[2] Term of chair extended by one year because of unforeseen resignation of two EXCOM members from COMNAP during 2000

2003/2004 to 2007/2008

Meetings					
COMNAP AGM	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
meeting	COMNAP XVI	COMNAP XVII	COMNAP XVIII	COMNAP XIX	COMNAP XX
symposium	SCALOP XI		SCALOP XII		SCALOP XIII
locality	Bremen	Sofia	Hobart	Washington DC	St Petersburg
country	DE	BG	AU	US	RU
start date	25-Jul-2004	12-Jul-2005	09-Jul-2006	09-Jul-2007	30-Jun-2008
end date	30-Jul-2004	15-Jul-2005	14-Jul-2006	13-Jul-2007	04-Jul-2008
EXCOM	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
locality	Seattle	Punta Arenas	Seoul	Kwalata	Cambridge
country	US	CL	KR	ZA	UK
dates	25-26 Oct 2003	17-18 Oct 2004	19-20 Oct 2005	11-12 Oct 2006	03-05 Oct 2007
ATCM/CEP (b)	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
ATCM/SATC M	ATCM XXVII	ATCM XXVIII	ATCMXXIX	ATCM XXX	ATCM XXXI
CEP	CEP VII	CEP VIII	CEP IX	CEP X	CEP XI
locality	Cape Town	Stockholm	Edinburgh	Delhi	Kiev
country	ZA	SE	UK	IN	UA
start date	24-May-2004	05-Jun-2005	12-Jun-2006	30-Apr-2007	02-Jun-2008
end date	04-Jun-2004	17-Jun-2005	23-Jun-2006	11-May-2007	13-Jun-2008
gap to COMNAP AGM	51 days	25 days	16 days	59 days	17 days
COMNAP Officers					
EXCOM	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
Chair	Karl Erb (US)	Gérard Jugie (FR)	Gérard Jugie (FR)	Gérard Jugie (FR)	José Retamales (CL)
Past Chair or Chair Elect		Karl Erb (US)		José Retamales (CL)	Gérard Jugie (FR)
MNAP Rep	Okitsugu Watanabe (JP)	Henry Valentine (ZA)	Henry Valentine (ZA)	Henry Valentine (ZA)	Rasik Ravindra (IN)
MNAP Rep	Gérard Jugie (FR) [3]	Yeadong Kim (KR)	Yeadong Kim (KR)	Yeadong Kim (KR)	Lou Sanson (NZ)
MNAP Rep [4]	Jorge Berguño (CL)	Jorge Berguño (CL)	Jorge Berguño (CL)	Christo Pimpirev (BG)	Christo Pimpirev (BG)
# SCALOP Chair	Kim Pitt (AU)	Kim Pitt (AU) [6]	John Pye (UK)	John Pye (UK)	John Pye (UK)
# Exec. Secretary	Antoine Guichard [5]	Antoine Guichard	Antoine Guichard	Antoine Guichard	Antoine Guichard

[3] Term as MNAP Representative extended by one year as due to assume chair in 2004/2005

[4] Third MNAP Representative position created at COMNAP XV (Brest, 2003)

[5] Jack Sayers until 30 September 2003; Antoine Guichard from 01 October 2003

[6] Term as SCALOP Chair extended by one year following unforeseen departure of new Chair within weeks of starting his term

2008/2009 to 2012/2013

Meetings					
AGM	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013
meeting	COMNAP XXI	COMNAP XXII	COMNAP XXIII	COMNAP XXIV	COMNAP XXV
symposium		Symposium IX			
locality	Punta Arenas	Buenos Aires	Stockholm		
country	Chile	Argentina	Sweden		
start date	03-Aug-2009	02-Aug-2010			
end date	07-Aug-2009	06-Aug-2010			
EXCOM	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013
locality	Bansko	Christchurch			
country	BG	NZ			
dates	01-03 Oct 2009	24 – 29 Sept			
ATCM/CEP (b)	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013
ATCM/SATC M	ATCM XXXII	ATCM XXXIII	ATCM XXXIV		
CEP	CEP XII	CEP XIII	CEP XIV		
locality	Baltimore	Punta del Este	Buenos Aires		
country	US	UY	AR		
start date	06-Apr-2009	03-May-2010	20-June-2011		
end date	17-Apr-2009	14-May-2010	1-July-2011		
gap to COMNAP AGM	108 days	86 days			
COMNAP Officers [7]					
EXCOM	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013
Chair	José Retamales (CL)	José Retamales (CL)			
Vice-Chair	Rasik Ravindra (IN)	Rasik Ravindra (IN)			
Vice-Chair	Lou Sanson (NZ)	Lou Sanson (NZ)			
Vice-Chair	Christo Pimpirev (BG)	Maaike Vancauwenbergh (BL)	Maaike Vancauwenbergh (BL)	Maaike Vancauwenbergh (BL)	
Vice-Chair	Kazayuki Shiraishi (JP)	Kazayuki Shiraishi (JP)	Kazayuki Shiraishi (JP)		
Vice-Chair	Virginia Mudie (AU)	Virginia Mudie (AU)	Virginia Mudie (AU)	Virginia Mudie (AU)	
Exec. Secretary	Antoine Guichard	Michelle Rogan-Finnemore	Michelle Rogan-Finnemore	Michelle Rogan-Finnemore	

[7] Structure of COMNAP was changed at COMNAP XX (St Petersburg, 04 July 2008). EXCOM now comprises one Chair and 5 Vice Chairs, plus the Executive Secretary as non-voting, Ex-Officio member.