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February 25, 2008

Dear Dr. Kendall Michel,

On behalf of SIO's Ship Operations and Marine Technical Support community, I want to welcome you in advance of your research cruise aboard R/V *New Horizon*. You are the chief scientist of record for this cruise, which has been funded by NOAA according to the following schedule:

Starting port:	San Diego
Loading Dates:	28 February 2008
Departure (local time):	0800, 29 February
Dates at sea:	29 February - 15 March 2008
Arrival (local time):	0800, 15 March
Off-loading dates:	16 March 2008
End port:	Puerto Caldera, Costa Rica
Loading Days charged:	0
Sea Days charged:	16
Off-loading Days charged:	1
Total Funded Days:	17

Please note that the vessel may need to shift berths in order to fuel in port -- you should contact Marine Superintendent Captain Tom Althouse <talthouse@ucsd.edu> to stay informed regarding fueling issues. If you require different departure or arrival times, please let us know as soon as possible so we can make proper arrangements.

Important checklists for your cruise may be found at http://shipsked.ucsd.edu/schedules/2008/nh_2008/mcarthur/

If you wish to correct or add information, please contact the Ship Scheduling Office by e-mail at shipsked@ucsd.edu or by phone at (858) 534-2840.

Your privileges and responsibilities are defined in the Chief Scientist's Manual (see web link below). I ask that you pay particular attention to the following:

1. Your designation as chief scientist cannot be re-delegated without approval from this office.
2. As chief scientist, you are responsible for the accomplishment of scientific work on the cruise, and for the behavior of all members of the scientific party whether they normally work for you or not.
3. Alcohol and drugs are prohibited on board. No alcoholic beverages may be brought aboard without specific permission from the captain. As chief scientist, you are responsible for disseminating and enforcing these rules among the science party.
4. If you require radioactive material or unnatural concentrations of stable isotopes, you must secure advance permission from the SIO Isotope Committee. You can begin this process by contacting the Ship Scheduling Office.

5. You are expected to cooperate with the master to enforce safety regulations aboard.
6. You are responsible for completing appropriate reports and forms; a packet containing forms will be distributed by the Ship Scheduling Office at a later date.

Lastly, I ask that you pay special attention to one final consideration. As at all UNOLS operator institutions, our Shipboard Technical Support (STS) group is funded to oversee the maintenance, calibration, quality assurance, scheduling, logistical assistance, and at-sea supervision of the instrumentation and shared-use equipment available to seagoing researchers. Our STS staff will do their best to maximize the success of your cruise by providing specialized knowledge, oversight of critical operations and solutions to emergent problems. However, STS technicians are limited to 10-hour work days and cannot provide round-the-clock support for your operations, or serve as watchstanders or data processors. It is your responsibility to bring adequate numbers of trained seagoing personnel to support your operations (e.g. loading, setup and operation of your instrumentation, watchstanding, etc). Please coordinate with your scientific party and STS in order to design integrated work schedules that maximize your productivity while respecting STS personnel availability.

Further information can be found in the Chief Scientist's Manual and the R/V *New Horizon* Handbook on our web site at <http://shipsked.ucsd.edu>.

I wish you a pleasant and successful cruise.

Regards,
Bruce Appelgate
Associate Director, Scripps Institution of Oceanography

cc: Captain, R/V *New Horizon*
Marine Superintendent
Manager, Shipboard Technical Support
Manager, Marine Personnel