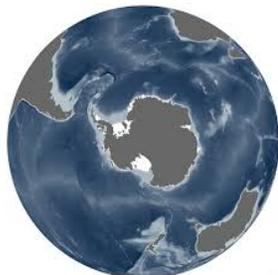


2019-2020 Antarctica Deployment Packet for Grantees and Technical Events

Please review this Deployment Packet carefully. It includes information you need to know before you get to the Ice and the forms you'll need to fill out and mail or fax to ASC.



Antarctic Support Contract
7400 S. Tucson Way
Centennial, CO 80112-3938
800-688-8606/303-790-8606

Travel:

800-688-8606 x33202
303-790-8606 x33202
fax: 303-705-0742
email: deploy@usap.gov

Medical - UTMB:

1-855-300-9704
fax: 409-772-3600
email: medical@usap.gov

Contents

What's New in 2019-2020
USAP Deployment Information
Customs and Immigration
Baggage Allowance
Airline Policies
Hotels in Punta Arenas
Trip Details*
Passport Details*
Extreme Cold Weather Clothing Sizes*
Antarctic Lodging Request Worksheet*
Return Forms to ASC Travel

Document

TL-GDE-0006
TL-GDE-0008
TL-GDE-0009
TL-GDE-0010
TL-GDE-0017
TL-GDE-0012
TL-FRM-0091
TL-FRM-0097
TL-FRM-0089
TL-FRM-0092
TL-GDE-0020

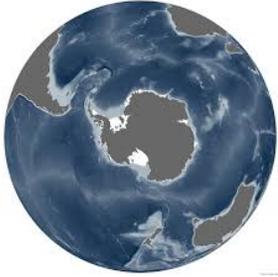
*Please complete and return to:

ASC Travel, 7400 S. Tucson Way, Centennial, CO 80112-3938
or fax to 303-705-0742

- 1) Trip Details (TL-FRM-0091)
- 2) Passport Details (TL-FRM-0097)
- 3) Extreme Cold Weather Clothing Sizes (TL-FRM-0089)
- 4) Antarctic Lodging Request Worksheet (TL-FRM-0092)

USAP records are maintained in accordance with NSF Privacy Act Regulations.





WHAT'S NEW IN 2019-2020 for Grantees and Technical Events

E-Tickets

E-tickets are emailed from ASC's corporate travel agency TLC and will come from antarcticagents@tlcorporate.com. If you haven't already done so, please adjust your spam filters to accept emails from this address.

No More IT Forms in the Deployment Packet

In past seasons, Information Security documents and forms were included in this Deployment Packet. But they aren't required for travel, so this season they'll be emailed to you separately.

It's still important to review the information and take the training and fill out the forms and return them to ASC. Failure to do so means no access to the USAP network, but it will not prevent ASC Travel from purchasing your ticket to the Ice.

Air Center Helicopters

Air Center Helicopters (ACH) is now the sub-contractor for USAP helicopter operations.

SOPP is Now NPP

The Space and Naval Warfare Systems (SPAWAR) Office of Polar Programs, known as SOPP, has changed their name to "Naval Information Warfare Centers Atlantic," or NIWC (pronounced NY-wick). Around the USAP you'll see that abbreviated as NPP, for "NIWC Polar Programs."

Seating Assignments

Increasingly, airlines are restricting the number of seats that can be pre-assigned and for that reason, ASC Travel no longer has the ability to pre-select your seat when your ticket is purchased. More often than not, you'll need to wait until you check in to select a seat, especially on international flights.

Ultramar Is the New USAP Agent in Santiago

Some of you are already aware that DAMCO, ASC's logistics partner in South America, has contracted with a new agent for meet-and-greets in Santiago. Ultramar has vast logistics experience in Chile and is very familiar with the task of expediting American travelers through Chilean Customs and Immigration.

New Process for Carrying High Value Goods Through Chile

All high value goods and specialized equipment carried to the Ice via Chile must now be documented. If you plan on taking excess baggage (that is, more than the two bags up to 50 pounds each allowed by the USAP), or, if any single piece of your equipment has a value of more than \$1000, indicate "Carrying high value equipment" on the *Trip Details* form in this packet. ASC will send a *Peninsula High Value Good and Hand Carry Inventory List* form for you to fill out. Submit it to ASC before travel begins, and keep a copy to present to Customs in Santiago.



NZeTA and IVLs for New Zealand

As of October 1, citizens of the 60 countries that are not required to obtain a visa before entering New Zealand must now obtain both an Electronic Travel Authority (NZeTA) and an International Visitor Conservation and Tourism Levy (IVL) before travel commences. This affects most of you traveling to McMurdo and South Pole for Mainbody.

It is not a visa. It is similar to the entrance fees charged by many countries. The purpose of the NZeTA is enhanced security and reduced immigration risks. The purpose of the IVL is sustainable tourism and conservation.

However, New Zealand Immigration has agreed to pre-assign NZeTA/IVL status and waive the fees for USAP participants, IF ...

- ASC Travel purchases your ticket *and* ...
- You hold a valid passport from the U.S. or one of the other 60 visa-waiver countries* *and* have it in your possession a minimum of two weeks before deploying.

What this means to you:

- If you are applying for or renewing a passport, it is critical that you get it two weeks before travel commences. Without a valid passport by the two-week deadline, you will not be able to deploy as scheduled. NO EXCEPTIONS.
- Before you leave home, New Zealand Immigration will flag your passport with an NZeTA/IVL at no cost to you. It is good for two years or the life of the passport, whichever is less, and for multiple entries.
- It is attached to your passport electronically, there is no physical document.
- This NZeTA/IVL will be visible to the airlines when you check in.
- Nevertheless, ASC will provide an additional document with the 12-month visa letter that explains how New Zealand Immigration is granting NZeTA/IVLs to USAP participants.
- The NZeTA/IVL covers redeployment travel too.

The NZeTA/IVL does not affect citizens of non-waiver countries that require a visa before entering New Zealand.* If you needed a visa before, you still need a visa.

Self-ticketers must obtain their own NZeTA/IVL before travel commences and can do so from New Zealand's NZeTA website.*

[*https://www.etanewzealand.com/](https://www.etanewzealand.com/)



USAP DEPLOYMENT INFORMATION for Grantees and Technical Events

- Please check regularly for USAP emails. Check spam folders too.
- Passports must be valid for six months *after* your return, undamaged beyond normal wear and tear, with a blank page for each country to be visited. Please take the time to check it now. Airline carriers will not allow you to board, and some countries will not allow entry, if these requirements are not met.
- Don't wait to apply for or renew your passport. It must be in your possession a minimum of two weeks before deployment because of New Zealand Immigration requirements – your deployment depends on it.
- Check the expiration of your ATM and credit cards, too, before you deploy. Palmer Station is cashless.
- If you do not possess a U.S. passport, check entry requirements with the consulate of the countries to be transited/visited. Allow plenty of time; you must obtain the necessary visas and provide a copy to ASC Travel in advance of the 21 day ticketing deadline. It is YOUR responsibility to obtain the necessary visas. **Failure to do so could delay or even prevent your deployment.**
- Please fill out the forms in this packet and return them within eight weeks, or ASAP if your deployment date is sooner than that. (All candidates please, including alternates.) You do not have to wait until you physically qualify. You must submit travel paperwork and successfully physically qualify before tickets can be purchased; the goal is to ticket 21 days in advance. Do not return forms via email; fax and U.S. Mail are more secure.
- ASC Travel books your tickets based on the information you provide on the *Trip Details* form in this packet. Be sure ASC has your current contact info! There will be no opportunity to review your itinerary and changes might not be possible, so please be accurate. Also ...

The name on your ticket *must* match your passport and if it does not, the airlines will stop you at check-in. "Name exactly as it appears on passport" means exactly that.
- Expect to depart from a major airport and return to the same airport.
- Once you submit your paperwork, you cannot change your Airport of Departure (AOD).
- Keep copies of everything in case anything is lost in transit. Blank forms are available at <http://www.usap.gov/usapgov/travelAndDeployment/contentHandler.cfm?id=764>.
- Ice dates are determined by your PI and changes must be coordinated through your ASC Science Implementer. Be prepared to travel on weekends and maybe holidays. ASC Travel is unable to change your Ice dates, so please do not ask them.
- Plan on two nights in Christchurch on the way south, or one night in Punta Arenas before boarding the vessel.
- All travel arrangements are made in accordance with the Federal Acquisition Regulations (FAR) and in the best interest of the U.S. Government.
- Review airline baggage policies before departure for prohibited items and baggage dimension/weight, especially if traveling on more than one airline. Be prepared to pay baggage fees at check-in and if/when you change carriers. But regardless of what the airline website states ...
- **The USAP allows two normal-size 50lb/23kg checked bags on commercial flights to New Zealand and Chile.** If you travel within these allowances and are still charged baggage fees, you may expense them with receipts. However, charges for oversize bags, that is, any bag larger than 62 inches (158 cm) overall (length + width + height), are not reimbursable.
- USAP baggage allowances do not apply to personal travel. If you elect anything other than FAA during redeployment, you are responsible for airline baggage fees.



- On the flight between Christchurch and McMurdo, the baggage allowance is 85lb/38.5kg for all participants, strictly enforced. Any extra must be pre-approved.

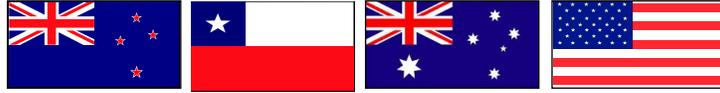
Save room for about 10lbs of extra Extreme Cold Weather gear. The number of bags is not limited but the maximum weight for a single piece is 70lb/32kg. Hand carry is limited to 15 pounds that must fit into a standard airline sizing box.

On board the vessels, there are no weight restrictions but space is limited.

- For cargo, that is, items not carried as personal baggage, shipping by sea is the preferred method of transport. Make every effort to allow sufficient time for shipment by sea to the Ice. Work with your ASC Science Implementer.
- Increasingly, airlines are restricting the number of seats that can be pre-assigned and for that reason, ASC Travel does not have the ability to pre-select your seat when your ticket is purchased. More often than not, you'll need to wait until check in to select a seat. Do not pay money or use frequent flier miles to change or upgrade your ticket, or any part of your ticket. If you do, ASC loses control of the ticket and ASC Travel is unable to assist with travel issues en route or during redeployment and all changes en route and at redeployment become your financial responsibility, with no reimbursement.
- Travel documents are emailed after you return the forms in this packet, about a month before deployment. These include a 12-month visa letter for New Zealand or a USAP participation letter for Chile, but *not* your ticket which is emailed separately.
- Tickets are e-tickets. Your final itinerary is emailed 14-21 days before deployment; you'll want to print it and bring it with you. Please check your email (including spam folders) frequently as deployment approaches.
- Once you're ticketed, further details about your time in New Zealand or Chile (hotel, ECW, etc.) will be emailed from the Christchurch or Punta Arenas Travel office. Your hotel room is reserved by ASC but not paid for; you are responsible for settling the bill at checkout.
- In Christchurch, shuttles between the airport, hotel and Antarctic Centre are pre-arranged with Super Shuttle but not pre-paid. Payment (about \$NZ12 per trip) is on board with \$NZ or credit card; cash is preferred. Please contact the Christchurch Travel office if you wish to make other arrangements.
- Package mail to the Ice is limited after Thanksgiving, so holiday packages should be mailed via U.S. Mail no later than October 15th. (Tell your friends and families, too.) Even so, there are no guarantees with package deliveries. First Class mail is not restricted.
- For other information about life on the Ice, consult the online [USAP Participant Guide](#). For example:
 - Bring (extra) sunglasses.
 - Bed linens are provided but not towels.
 - No skying, no drones without approval from NSF.
- If there are changes to your medical or dental health after you physically qualify, you *must* notify medical@usap.gov before you deploy.
- All wintering females of child-bearing age are screened for pregnancy one to two weeks before station close. Pregnancy is a "Not Physically Qualified" condition for Antarctic deployment.
- Redeployments are processed on the Ice.

ASC Travel
7400 South Tucson Way
Centennial, CO 80112
phone: 800-688-8606 x33202 or 303-790-8606 x33202
fax: 303-705-0742





CUSTOMS AND IMMIGRATION

PASSPORTS

Regardless of nationality, your passport must be valid for six months after your return.

VISAs – U.S. Citizens

U.S. Citizens are granted visas at the port of entry for New Zealand and Chile. It is not necessary to obtain a visa before travel commences.

VISAs – non U.S. Citizens

If you do not possess a U.S. passport, the U.S. Antarctic Program does not, and cannot, provide advice about obtaining visas. Check entry requirements with the consulate of the countries to be transited/visited. Any necessary visas should be obtained *at least eight weeks before deployment*. **Failure to do so could delay or even prevent your deployment.**

For Australia and New Zealand, request a visitor's visa.

For Chile, request a multiple-entry tourist visa. As far as Customs and Immigration is concerned, you will be entering and departing Chile twice.

If you need a letter identifying you as a USAP participant in order to obtain a visa, please contact ASC Travel.



New Zealand

All participants receive a letter that identifies them as a USAP participant, to whom New Zealand grants an extended visitor visa valid for 12 months. The 12 months start the day you arrive in New Zealand and Ice time is included in your New Zealand "trip."

USAP participants are excepted from the new Electronic Travel Authority (NZeTA) and an International Visitor Conservation and Tourism Levy (IVL), but only if 1) you are a citizen of one of the 60 countries that do not require a visa to New Zealand, 2) ASC Travel purchases your ticket, and 3) you have a valid passport in your possession a minimum of two weeks before deploying.

Note: The NZeTA/IVL does not affect citizens of non-waiver countries that require a visa to enter New Zealand. If you needed a visa before, you still need a visa.

If you plan on traveling in New Zealand after your deployment, you must not let your visitor visa expire. Electronic visa extensions are available for up to three months by emailing ChristchurchApplications@mbie.govt.nz before you leave the Ice. Visas can also be extended in person at any NZ Immigration office, for a fee.

If you're deployed longer than 12 months, you'll need to email ChristchurchApplications@mbie.govt.nz and obtain a three-month extension *before* you leave the Ice.

When you stay in New Zealand as a tourist, the U.S. Antarctic Program is no longer your sponsor, and you are responsible for observing Immigration and Customs regulations.

High Value Goods

If you plan on carrying any single item worth more than US \$1000, excluding personal items such as laptops and cameras, please indicate that on the *Trip Details* form in this packet.

Tobacco Products

You are entitled to bring the following quantities of tobacco into New Zealand duty-free. Anything more is subject to Customs duty and goods and services tax (GST). These restrictions do not apply to electronic cigarettes.

- 50 cigarettes, or
- 50 grams of cigars or loose tobacco, or
- A mixture of all three weighing not more than 50 grams.



Websites

New Zealand Customs home page: www.customs.govt.nz

Visas: <https://www.immigration.govt.nz/new-zealand-visas>

Duties and allowances: <https://www.customs.govt.nz/personal/duty-and-gst/whats-my-duty-estimator>

Prohibited and restricted items: <http://www.customs.govt.nz/features/prohibited/imports/Pages/default.aspx>

NZeTAs and IVLs: <https://www.etanewzealand.com/>



Chile

U.S. citizens with a valid passport can enter Chile for up to 90 days on a tourist visa, reset at each port of entry.

Websites

Visas (unofficial): <http://chile.travisa.com/Common/TVSVisaInstructions.aspx?countryid=c1>



Australia

U.S. citizens transiting through Sydney do not need a visa, however, you must stay inside the transfer area of the international terminal. “Transiting” is defined as changing flights/traveling through the airport for less than eight hours. Leaving the terminal is a violation of Australian law.

A scheduled layover in Sydney longer than eight hours requires an electronic visitor’s visa (ETA subclass 601). Passengers with ETAs *are* allowed to leave the terminal. If ASC Travel purchases your ticket and your passport is ETA-eligible, an ETA will be purchased about a week before your deployment and attached electronically to your passport. Participants from ETA-ineligible countries should apply for a visitor’s visa at least eight weeks before deployment. If you are self-ticketing, you’ll need to purchase the visa yourself.

When unscheduled flight delays create a layover longer than eight hours, the airline generates an ETA for you before you land. If you are delayed through your own fault, be prepared to purchase the ETA yourself.

Sea travel also requires a Maritime Crew Visa (MCV subclass 988). If you’re boarding a ship, the MCV must be obtained before you arrive in Australia, and the application can take up to 30 days. ASC Travel can assist.

Websites

Australian Home Affairs home page: <http://www.customs.gov.au/>

Visas: <http://www.border.gov.au/Trav/Visa>

Electronic Visitor’s Visa (ETA subclass 601): <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/electronic-travel-authority-601>

Maritime visas (MCV subclass 988): <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/maritime-crew-988>

Duties and allowances: <https://www.abf.gov.au/entering-and-leaving-australia/duty-free>



United States

ESTA

If you do not possess a U.S. passport, and:

- If your travel originates in a foreign country (excluding Canada), *and*
- If you are transiting through the U.S. en route to Antarctica,

you must register with ESTA (Electronic System for Travel Authorization) at <https://esta.cbp.dhs.gov/esta/> before you leave home. This is a requirement of the U.S. Department of Homeland Security and applies even if you are only in the U.S. to connect to another flight.

From the U.S. Customs and Border Protection website:

“If a traveler is only planning to transit through the United States en route to another country, when he or she completes the ESTA application, the traveler should enter the words "In Transit" and his or her final destination in the address lines under the heading ‘Address While In The United States.’”

Information on this page is subject to change.



USAP BAGGAGE ALLOWANCE

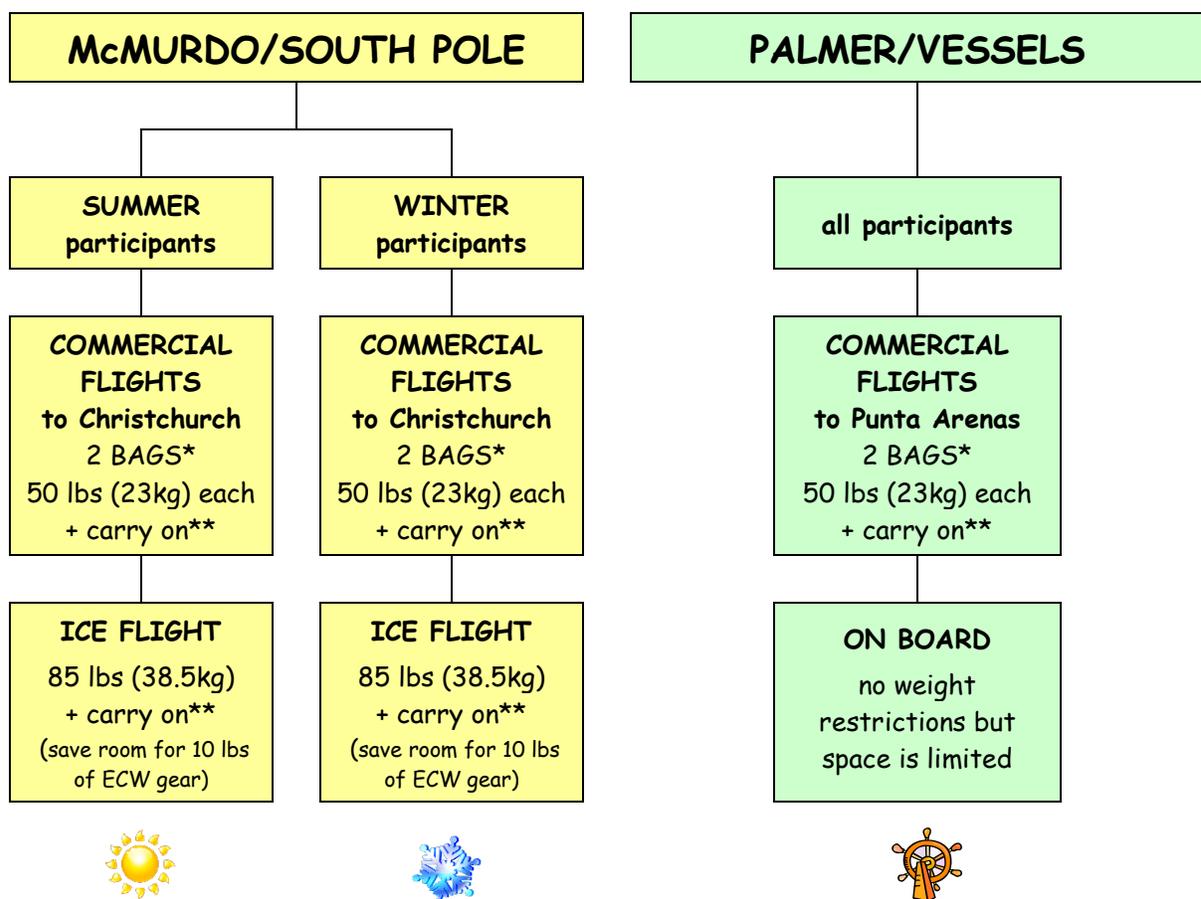
SOUTHBOUND

If your luggage is within the USAP baggage allowance, you should not have to pay baggage fees on United or American Airlines. Be prepared to pay baggage fees on other airlines. If you travel within these allowances and are still charged baggage fees, ASC will reimburse *with receipts*. Oversize bags such as hockey bags* are not reimbursable.

NORTHBOUND

The USAP baggage allowance does not apply to personal travel. If you elect anything other than FAA when redeploying, you are responsible for baggage fees.

Ice flight allowances are strictly enforced; excess baggage must be pre-approved.



There are weight and balance concerns on all flights to the Ice. The USAP reserves the right to bump personal baggage in order to meet safety and cargo requirements.

*any bag larger than 62 inches (158 cm) overall (length + width + height) is considered oversize and is subject to extra (non-reimbursable) baggage fees

**must fit into a standard airline sizing box





AIRLINE POLICIES

Airline policies are beyond ASC's control.

| | | |
|----------------------------|--|--|
| Passports: | Valid six months <i>after</i> return. Undamaged beyond normal wear and tear. At least one blank page for every country you plan on visiting. | If not, the airline has the right to deny boarding at your AOD. |
| Limited Baggage Transfers: | <i>Ask when you check in:</i> How far are your bags going? Increasingly, airlines are not honoring baggage transfers between carriers. | You might have to retrieve your bags and re-check them while en route, especially if you switch airlines. ASK when you check in. |
| Number of Bags: | See the <i>USAP Baggage Allowance</i> page. <i>NOTE:</i> The USAP baggage allowance does not apply to personal travel. If you elect anything other than FAA at redeployment, baggage fees going north are not reimbursable. | Be prepared to pay baggage fees at the counter, reimbursable within USAP limits. |
| Lithium Batteries: | Increasingly, airlines are prohibiting lithium batteries in checked baggage. | Check the airline website for more info about prohibited items. |
| Check-in: | 90 minutes domestic, 2 hours international. | Later than that, the airline can deny boarding. |
| Special Meals: | Airlines often charge for special meals. | ASC will submit your request but cannot reimburse airline surcharges. |
| Seat Preference: | Increasingly, airlines are limiting the number of seats that can be pre-selected by the passenger. | ASC Travel does not have the ability to pre-select your seat. Do not pay money or use frequent flier miles to change or upgrade any part of your ticket. If you do, ASC loses control of the ticket and ASC Travel is unable to assist with travel issues. All changes en route and at redeployment become your responsibility with no reimbursement. |
| ID: | Name on your government-issued ID (e.g., passport) must match the name on your ticket <i>exactly</i> . | If not, you WILL be denied boarding at your AOD. |
| Homeland Security: | Last minute changes; no-shows. | Raises red flags, incurs delays at check-in. If you skip, miss, or change any flight leg, notify ASC Travel. |

Confirm your itinerary with the airline(s) 24 hours prior to flight.
Last minute changes are difficult, if not impossible to accommodate.
Don't miss your flight! ASC might not be able to rebook you.





ASC-Contracted Hotels in Punta Arenas, Chile

| Hotel | Address | Phone | Price Range |
|--|--------------------------|----------|-------------|
| Chalet Chapital https://www.hotelchaletcapital.cl/en/ | ARMANDO SANHUEZA #974 | 273 0100 | \$\$\$\$ |
| Dreams http://hoteldreamsdelestrecho.redhotelera.cl | O`HIGGINS #1235 | 220 4500 | \$\$\$\$ |
| Hotel Cabo de Hornos http://www.hotelcabodehornos.com/en/ | PLAZA MUNOZ GAMERO #1039 | 271 5000 | \$\$\$\$ |
| Hotel Diego de Almagro http://www.dahotelespuntaarenas.com/en/ | AVENIDA COLON #1290 | 220 8800 | \$\$\$ |
| Hotel Finis Terrae https://www.hotelfinisterrae.cl/index_eng.php | AVENIDA COLON #766 | 220 9100 | \$\$\$\$ |
| Hotel Jose Nogueira https://www.hotelnogueira.com/en/ | BORIES #967 | 271 1000 | \$\$\$ |
| Hotel Tierra del Fuego http://www.puntaarenas.com/ | AVENIDA COLON #716 | 222 6200 | \$\$\$ |
| Isla Rey Jorge http://www.islareyjorge.com/index2.html | 21 DE MAYO #1243 | 224 8220 | \$\$ |

Notes:

Foreign guests do not pay 19% IVA (Chilean VAT) when paying the hotel directly.

To call, dial country/city codes = 011 56 61, then the hotel phone number.



TRIP DETAILS

FOR GRANTEES AND TECHNICAL EVENTS

Date: _____

Please submit all forms eight (8) weeks before your scheduled deployment date.
 Tickets are purchased no later than fourteen (14) days in advance.

| | | | | | |
|---|--------------------------|---|---|--|-------------------|
| NAME (<i>last, first, full middle name</i>): _____ | | NICKNAME: _____ | GENDER: <input type="checkbox"/> M <input type="checkbox"/> F | CONTACT INFO: CELL: _____ WORK: _____ HOME: _____ EMAIL(s): _____ _____ | |
| MAILING ADDRESS: _____ | | | | | |
| EMERGENCY CONTACT INFO: Name: _____ Relationship: _____ | | Home Phone: _____ Work Phone: _____ Cell Phone: _____ | | | |
| Event #: | | PI Name: | | ASC Science Implementer: | |
| Destination (business-related stopovers must be approved by the NSF): | | | | | |
| <input type="checkbox"/> MCM <input type="checkbox"/> South Pole <input type="checkbox"/> Palmer <input type="checkbox"/> Vessel - Cruise #: _____ <input type="checkbox"/> Port Call <input type="checkbox"/> Conference/Meeting: _____ <input type="checkbox"/> Other: _____ | | | | | |
| Travel Legs (ASC tickets from the closest major airport.) | | | | | |
| From City/State or Airport | To City/State or Country | Departure Date (even if approximate) | Desired Departure Time (Earliest - Latest) | Desired Arrival Time (Earliest - Latest) | |
| | | | - | - | |
| | | | - | - | |
| | | | - | - | |
| Special Meals:* | | Freq Flyer #(s): _____ | | | |
| | | TSA/Global Entry #: _____ | | | |
| Are you traveling with other USAP participants? If so, whom? _____ | | | | | |
| Carrying high-value equipment (single piece of equipment worth more than \$1,000, excluding laptops or cameras)? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | | |
| Excess baggage is anything over the 85 lb (38.5kg) Ice flight limit. | | | Excess Baggage?* | | # of Extra Pieces |
| | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| Hotel Check-In Date: _____ | | Check-Out Date: _____ | | | |
| Hotel in Christchurch: | | Hotels in Christchurch are assigned | | | |
| Hotel in Punta Arenas: | | 1 st Choice | | 2 nd Choice | |
| Room Type: | | <input type="checkbox"/> Smoking <input type="checkbox"/> Non-Smoking | | <input type="checkbox"/> Single <input type="checkbox"/> 2 Twin Beds <input type="checkbox"/> 1 Double Bed | |
| Hotel Roommate: _____ | | | | | |
| No Hotel Required: <input type="checkbox"/> | | Local contact phone number: _____ | | | |
| Notes or Other Special Requests (the southbound default is 2 nights in Christchurch; 1 night in Punta Arenas): _____ | | | | | |

*You are responsible for airline surcharges.

Return to ASC Travel, 7400 South Tucson Way, Centennial, CO 80112-3938 Fax: 303-705-0742





PASSPORT DETAILS

ASC Travel must collect current passport information from all deploying participants for ticketing and visa purposes.

Your passport must be valid for six months after redeployment, undamaged beyond normal wear and tear, with a blank page for each country en route.

Complete and submit form via secure fax 303-705-0742 or U.S. Post Office Mail. **Do not email this document.**

Enter information exactly as it appears on passport, and please print legibly.

Last Name: _____ Suffix: _____

First Name: _____

Middle Name: _____ no middle name:

Gender: Male Female

Nationality: _____

Passport Number: _____

Date of Birth Day: _____ Month: _____ Year: _____

Country of Birth: _____

Date of Issue Day: _____ Month: _____ Year: _____

Date of Expiration Day: _____ Month: _____ Year: _____

Passport must be good for six (6) months after return.

Issuing Authority: _____

Do you hold any citizenship other than the nationality provided with the passport above? Yes No

Redress # (if any):* _____

USAP Records are maintained in accordance with NSF Privacy Act Regulations.

* A Redress Number is a unique 13-digit identifier issued by the Department of Homeland Security to individuals who have applied for a Redress Number through the Traveler Redress Inquiry Program (TRIP). Under the terms of the Secure Flight program, such individuals shall provide their Redress Number when making all travel reservations.



Extreme Cold Weather Clothing Sizes

Please print clearly

Your Name: _____
 (First name, Full Middle Name, Last Name)

Gender: Male Female

Deploying to: McMurdo South Pole remote field camp Palmer/vessels

Season: WINFLY Summer Winter

Have you deployed before? Yes No

You are a (check one):

- Grantee Tech Event Seasonal Contractor Fulltime Other (specify): _____
 Event #: _____
 NSF Staff
- Gana-A'Yoo (GSC)
 - GHG
 - Leidos
 - PAE
 - Parsons
 - Six Mile
 - UTMB



Job Title: _____

| | | | |
|--------------------------|--|------------------|--|
| Height: | | Weight: | |
| Jacket Size: | <input type="checkbox"/> x-small <input type="checkbox"/> small <input type="checkbox"/> medium <input type="checkbox"/> large <input type="checkbox"/> XL <input type="checkbox"/> 2XL <input type="checkbox"/> 3XL <input type="checkbox"/> 4XL <input type="checkbox"/> bringing personal jacket | | |
| Chest Size: | | | |
| Glove Size:* | <input type="checkbox"/> x-small <input type="checkbox"/> small <input type="checkbox"/> medium <input type="checkbox"/> large <input type="checkbox"/> XL <input type="checkbox"/> 2XL <input type="checkbox"/> 3XL | | |
| Waist (inches): | | Inseam (inches): | |
| Shoe Size: | _____ <input type="checkbox"/> bringing personal boots | | |
| Additional Requirements: | | | |
| | | | |

*For gloves, measure around the fullest part of the palm (excluding thumb). Measure from the tip of the middle finger to the base of the hand. The largest measurement is your glove size.

| | | | | | | | |
|-------------|----|------|------|-------|--------|--------|--------|
| Inches | 7 | 7½-8 | 8½-9 | 9½-10 | 10½-11 | 11½-12 | 12-13½ |
| Centimeters | 18 | 20 | 23 | 25 | 28 | 30 | 33 |
| Glove Size | XS | S | M | L | XL | 2XL | 3XL |



Extreme Cold Weather Gear

USAP participants must supply their own socks and base layer insulation clothing to fulfill the Extreme Cold Weather (ECW) clothing requirement.

The following ECW items are **required** to deploy to Antarctica, including both USAP- and participant-provided clothing. Ask your supervisor or science implementer if you have questions about appropriate clothing.

USAP-Provided ECW Clothing

- Parka (continental) or windbreaker jacket (peninsula)
- Boots
- Windpant with fleece pant liner or insulated Carhartt bib
- Fleece jacket
- Hat
- Gloves
- Neck gaiter
- Goggles
- Rain jacket and rain pants (peninsula only)

Participant-Required ECW Clothing

The following items must be supplied by the participant.

- Socks
 - Mountaineering, winter-weight, non-cotton
 - Fabric suggestions: Merino wool or nylon/lycra blend
 - An additional, lightweight, liner sock to be worn underneath is suggested to assist in wicking sweat away from the foot (e.g., merino wool or polypropylene)
 - Suggested quantity is 2-4 pairs each
- Base layer, lightweight (thermal, long underwear - tops and bottoms)*
 - This insulation layer is worn directly next to skin to wick moisture away from the body
 - Fabric suggestion: synthetics (e.g., polypropylene, polyester, branded materials) or natural fibers (e.g., silk or merino wool)
 - Non-cotton
 - Density approximately 140-200 grams per square meter
 - > The clothing label or website might list this as “140 weight” or another number within this range
- Base layer, mid-weight (thermal, long underwear - tops and bottoms)*
 - This insulation layer can be worn independently or over base layer
 - Helps protect against cold and wicks moisture from the body
 - Non-cotton
 - Fabric suggestions are synthetics (e.g., polyester, nylon, non-bulky fleece, branded materials such as PolarTec) and natural fibers (e.g., merino wool, down)
 - Density approximately 260-320 grams per square meter
 - > The clothing label or website might list this as “260 weight” or another number within this range

*An Internet search for light and mid-weight base layers and mountaineering socks will yield recommendations in several price ranges.



Want to Bring Your Own ECW?

If this is your first deployment, you cannot bring your own ECW gear.

Returning participants have the option to bring their own ECW, use the gear provided by the USAP, or a combination of both. The option to bring your own ECW only applies to participants returning to locations and seasons with which they have previous experience (e.g., McMurdo at WINFLY, summer at Dome C, sea ice summer, South Pole winter, etc.).

South Pole winterovers may bring their own ECW but must also accept USAP-provided items.

ECW clothing is an area of personal responsibility, one that requires participants to maintain awareness of the conditions they are likely to encounter during certain activities.

If you elect to bring your own ECW, items **MUST** meet the technical specifications below.

Parka (Expedition/Belay Weight Insulated Jacket)

- 800+ cubic inches of synthetic or down fill (loft of the insulation - "puffiness")
- 250+ grams of insulation (weight of the insulation itself)
- Windproof outer shell
- Attached hood
- Fitted closures at cuffs and bottom, to prevent drafts
- Longer than waistline, especially when bending over, to prevent drafts
- Must keep you warm when inactive for 12 hours, in case of aircraft delays or other field situations

Examples: Rab Positron Jacket 800 fill/275 grams, Patagonia Fitz Roy Down Parka 800 fill

Boots

- 1000+ grams of insulation
- Removable liner-insert style boot
- Enough additional liner inserts so as to always have a dry liner available
- For summer deployments to Palmer Station, McMurdo Station and the Dry Valleys, temperature rated for -40C/F
- For South Pole and all other continental field locations and seasons, temperature-rated for -100C/-148F
- Must keep your feet warm and dry when standing on snow or ice while inactive for 12 hours, in case of aircraft delays or other field situations

Examples: Baffin Impact, Baffin Apex, Sorel Caribou

Pants

- Layered system consisting of a windproof outer shell (Gore-Tex or Schoeller equivalent), worn with insulating long underwear or puffy layers underneath
- Or, Carhartt quilted pants/bibs with 400 grams of insulation
Note: Carhartt 400 gram quilted items are the *only* products utilizing cotton that are acceptable
- Must keep you warm when inactive for 12 hours, in case of aircraft delays or other field situations

Examples: Arctic Cat Advantage bib, Canada Goose Tundra bib overall, Ski-Doo Expedition highpants



Antarctic Lodging Request Worksheet

(Complete for McMurdo, South Pole and Palmer Stations)

Name: _____ Male Female

Station: McMurdo South Pole Palmer

Winterover? Yes No

To facilitate your housing in Antarctica, the following information is extremely helpful.
Please understand that we cannot guarantee a specific roommate/suitemate or room assignment.

Roommate Requested: _____

Suitemate(s) Requested: _____

If known, do you snore? Yes No Unknown

Are you a smoker? Yes No

(Note: Smoking is prohibited in dorm rooms. Smoking is permitted in designated outside areas only.)

Note: Housing for McMurdo and South Pole Stations is assigned.

Palmer Station Room or Building Request: GWR BIO

Notes / Comments: _____

If you have any questions or special needs, please contact your USAP Point of Contact.

ASC Travel
7400 S. Tucson Way
Centennial, CO 80112

phone: 800-688-8606 x33202 or 303-790-8606 x33202
fax: 303-705-0742



RETURN FORMS TO ASC TRAVEL

Thank you for completing the 2019-2020 Antarctic Deployment Packet.

- Please return (just the forms) to ASC Travel within eight weeks, or ASAP if your deployment is sooner than that.
- It is not necessary to wait until you physically qualify!
- Do not send travel forms to Medical (UTMB) or vice versa.
- Is your name on each page?

Fax is the preferred option.

Regular mail is the next best option. Unless your deployment is within four weeks, it is not necessary to spend extra money to overnight.

Do NOT return forms by email. ASC email servers are not secure.

Mailing address: ASC Travel
7400 South Tucson Way
Centennial, CO 80112-3938

Fax: 303-705-0742

You will receive email confirmation within two working days of receipt. ***Please do not call to ask if we received your fax.*** These calls reduce our ability to move people efficiently through the system during peak times.

Your forms contain personally-identifiable information:

DO NOT EMAIL YOUR FORMS

USAP records are maintained in accordance with NSF Privacy Act Regulations.

