

NDSF Use by Non-Supporting Agencies

From time to time requests are received for use of NDSF vehicles by non-supporting agencies (e.g. foreign countries; other State or Federal agencies; industry)

Reason for policy:

- Ensure use meets requirements of MOA established by NSF, NOAA, Navy
- Ensure all users are treated the same with regard to charge days and costs
- Make users aware of requirements and costs associated with use of NDSF vehicles by non-supporting agencies

<http://www.whoi.edu/administration/policy/PolicyNatlDeepSubFacility.html>



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DESSC
November 2006

Policy Details: Terms of Use

- **Costs to non-supporting agencies cannot be less than costs charged to supporting agencies for same service**
- **User must agree to:**
 - **Provisional rate terms**
 - **Pay applicable fees**
 - **Pay applicable hull and vehicle insurance**
 - **Pay a non-refundable deposit under certain circumstances**
 - **Ensure all pertinent permits are secured**
 - **Provide MarOps Coordinator a single point of contact for logistics coordination**
 - **Purchase order in place for not-to-exceed maximum amount including contingency amount no greater than 15% of provisional cost**



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- **Lost time due to weather, equipment failure or other NDSF system failures will not effect the number of charge days agreed to prior to the beginning of the operations**
- **Less than desired survey results also will not affect number of agreed charge days**
- **All data collected by NDSF vehicles will be available to any interested investigator in accordance with the NSF Ocean Sciences Division data policy unless specifically exempted by NSF**



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Policy Details: Operating Day Definition and Charges

- An “Operating Day” can be a day at sea, in transit or in port during mobilization or demobilization
- For a leg with dives funded by more than one agency, the number of operating days charged to each agency is defined by the following formula:

$$\text{Operating Days Charged} = \frac{(\# \text{ of Dives for Agency})}{\text{Total Number of Dives}} \times \text{Total Number of Op Days}$$



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Provisional Rates

- Rates shown in the budget for WHOI ships, shipboard technician costs and submersible costs are projected and provisional. WHOI operates these groups as cost centers and allocates the costs to user projects at a provisional rate. The final rate charged is therefore subject to adjustment at the end of the calendar year.
- The final daily rate is derived from the total costs divided by the operating days during the 12-month calendar year.
- There is an option of negotiating a premium fixed rate in excess of the current provisional rate if a user so wishes.



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Procedure for Approval

- **Fill out UNOLS/NDSF Vehicle Request Form**
- **Obtain agreement from NDSF manager that vehicle can perform required task**
- **Determine whether time is available on schedule of vehicle and support vessel**
- **Obtain approval of support vessel operator**
- **Obtain approval of VP for Marine Facilities and Operations**
- **Obtain approval of the supporting federal agencies**

