

utilizing the "web", that are intended to improve the information flow amongst the scientist user, funding agencies and ship operators involved in the scheduling process.

PRE-MEETING ACTION. All ship's schedules should be posted on OCEANIC. Cost figures in the following format for both 1997 and 1998 should be passed to the UNOLS Office no later than 8 September '97.

1997 NSF NAVY OTHER TOTAL

Ship Days

Cost \$K

1998 NSF NAVY OTHER TOTAL

Ship Days

Cost \$K

Costs for 1997 should be your latest projection. Costs for 1998 should be realistic estimates.

WHAT TO BRING TO THE MEETING:

1. Viewgraph(s) to illustrate your 1998 schedule.

2. Viewgraph(s) of the track chart(s) for 1998. (A hard copy for inclusion in the record is requested.)

3. An extra copy of all UNOLS Ship Time Request forms not on file with the UNOLS Office.

Appendix II

Attendance List

NAME	INSTITUTION/ ORGANIZATION	PHONE	FAX	E-MAIL
Tim Askew	HBOI	(561) 465-2400 x262	(561) 465- 2116	taskew@hboi.edu
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Appendix III
SCHEDULING PROCEDURE REVIEW

A Ship Scheduling Procedure Review Committee chaired by Rick Jahnke met 7 January 1997 to address perceived weakness in the ship scheduling process. These were:

1. Information Exchange
2. Insufficient Project Tracking