



UNITED STATES DEPARTMENT OF COMMERCE

National Oceanic and Atmospheric Administration
NOAA Marine and Aviation Operations
Marine Operations Center
439 W. York Street
Norfolk, VA 23510-1114

MEMORANDUM FOR: Lieutenant Commander Jeffrey Shoup, NOAA
Commanding Officer, NOAA Ship *Nancy Foster*

FROM: Captain Anne K. Lynch, NOAA
Commanding Officer, NOAA Marine Operations Center-Atlantic

SUBJECT: Project Instruction for NF-14-08
South Atlantic MPA Survey

Anne K Lynch CAPT NOAA

Attached is the final Project Instruction for NF-14-08, South Atlantic MPA Survey, which is scheduled aboard NOAA Ship *Nancy Foster* during the period of June 16 – 28, 2014. Of the 13 DAS scheduled for this project, 13 days are funded by a Line Office Allocation. This project is estimated to exhibit a Medium Operational Tempo.

Please note project amendment which reflects a change from 15 DAS to 13 DAS. The original touch and go in Mayport, FL on June 29 and return to Charleston, SC on June 30 has been amended to June 27 and June 28, respectively. Acknowledge receipt of these instructions via e-mail to OpsMgr.MOA@noaa.gov at Marine Operations Center-Atlantic.

Attachment




cc:
MOA1





U. S. DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
National Marine Fisheries Service
Southeast Fisheries Science Center


**3500 Delwood Beach Rd.
Panama City, FL 32408**

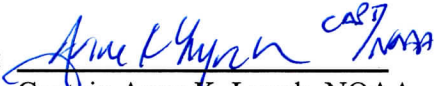

Project Instructions

Date Submitted: 06/10/2014 
Platform: NOAA Ship NANCY FOSTER
Cruise Number: NF-14-08
Project Title: U.S. South Atlantic Marine Protected Area (MPA) Survey
Cruise Dates: 06/16/2014  - 06/30/2014 

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Director, SEFSC
Date: 06/12/2014 

Approved by:  copy NOAA
Captain Anne K. Lynch, NOAA
Commanding Officer
Marine Operations Center - Atlantic
Date: 6/12/14 

Amendment to Project Instructions for NF-14-08

NF-14-08 now has to return to Mayport, FL on June 27 instead of June 29, 2014 resulting in the loss of 2 days at sea due to engineering staffing issues.

I. Overview

A. Brief Summary and Project Period

Between 18-29 June 2014, we will conduct ROV and multibeam sonar surveys inside and outside five marine protected areas (MPAs) in the south Atlantic to assess the efficacy of this management tool to protect species of the snapper grouper complex.

B. Days at Sea (DAS)

Of the 15 DAS scheduled for this project, 15 DAS are funded by a Line Office allocation. This project is estimated to exhibit a Medium Operational Tempo.

C. Operating Area (include optional map/figure showing op area):

The cruise is planned for the continental shelf edge of the South Atlantic Bight between Port Canaveral, FL and Cape Hatteras, NC. We will be working in and around the following five MPAs (Figures 1&2):

- Florida MPA: Northwest corner at 30°29' N, 80°14' W; northeast corner at 30°29' N, 80°2' W; southwest corner at 30°19' N, 80°14' W; and southeast corner at 30°19' N, 80°2' W.
- Georgia MPA: Northwest corner at 31°43' N, 79°31' W; northeast corner at 31°43' N, 79°21' W; southwest corner at 31°34' N, 79°39' W; and southeast corner at 31°34' N, 79°29' W.
- Edisto MPA: Northwest corner at 32°24' N, 79°6' W; northeast corner at 32°24' N, 78°54' W, southwest corner at 32°18.5' N, 79°6' W and southeast corner at 32°18.5' N, 78°54' W.
- South Carolina MPA: Northwest corner at 32°53.5' N, 78°16.75' W; northeast corner at 32°53.5' N, 78°4.75' W; southwest corner at 32°48.5' N, 78°16.75' W; and southeast corner at 32°48.5' N, 78°4.75' W.
- Snowy Wreck MPA: Northwest corner at 33°25' N, 77°4.75' W; northeast corner at 33°34.75' N, 76°51.3' W; southwest corner at 33°15.75' N, 77°0' W; and southeast corner at 33°25.5' N, 76°46.5' W.

D. Summary of Objectives:

The goal of the cruise is to gather additional data on habitat and fish assemblages in five of the South Atlantic MPAs as part of a long term sampling program to document changes in these areas before and after fishing restrictions are implemented. We will also want to visit some sites a bit north and south of the established MPAs as the South Atlantic Fishery Management Council is in the process of establishing additional MPAs to protect speckled hind and Warsaw grouper. The southernmost boundary of our work areas will be Port Canaveral, FL while the northern-most boundary will be Cape Hatteras, NC. Efficacy testing of this management tool will aid fishery managers in future use of

area restrictions for the protection of valuable habitat and fishery resources. Specific objectives include:

- Daytime Operation: Conduct ROV transect surveys of habitat and fish assemblages during daylight hours.
- Daytime Operation: Conduct total water column CTD profiles
- Night Operation: Conduct multibeam mapping to find areas to dive on with the ROV the following day.
- Education and Outreach: We will have a Teacher-at-Sea participating on this cruise.

E. Participating Institutions:

NOAA/NMFS/SEFSC Panama City Laboratory, Harbor Branch Oceanographic Institute/Florida Atlantic University, University of North Carolina at Wilmington, NOAA Teacher-at-Sea Program, and College of Charleston.

F. Personnel/Science Party: name, title, gender, affiliation, and nationality

Name (Last, First)	Title	Leg	Date Aboard	Date Disembark	Gender	Affiliation	Nationality
Bilotta, John	TAS	1	June 17	June 29	M	U. of Minnesota	USA
David, Andy	PI	1	June 17	June 29	M	NOAA	USA
Farrington, Stephanie	Scientist	1	June 17	June 29	F	HBOI/FAU	USA
Harter, Stacey	FPC/PI	1	June 17	June 29	F	NOAA	USA
Horn, Lance	ROV Pilot	1	June 17	June 29	M	UNCW/UVP	USA
Johnson, Kayla	Scientist	1	June 17	June 29	F	College of Charleston	USA
Knuth, Freidrich	Scientist	1	June 17	June 29	M	College of Charleston	USA
Matthews, Steve	Scientist	1	June 17	June 29	M	NOAA	USA
Moe, Heather	LT	1	June 17	June 29	F	NOAA	USA
Reed, John	PI	1	June 17	June 29	M	HBOI/FAU	USA
White, Jason	ROV Pilot	1	June 17	June 29	M	UNCW/UVP	USA

G. Administrative

1. Points of Contacts:

Field Party Chief (FPC): Stacey Harter, 3500 Delwood Beach Rd, Panama City, FL, 32408, 850-234-6541x202, Stacey.Harter@noaa.gov

Operations Officer: LT Colin Kliever, NOAA Ship *Nancy Foster*, 439 West York St., Norfolk, VA 23510; 843.991.6326 (Ops.NancyFoster@noaa.gov)

2. Diplomatic Clearances

None Required.

3. Licenses and Permits

We have a Federal Scientific Research Permit (SRP) that is valid from March 5, 2014 to December 31, 2016.

II. Operations

The FPC is responsible for ensuring the scientific staff are trained in planned operations and are knowledgeable of project objectives and priorities. The CO is responsible for ensuring all operations conform to the ship's accepted practices and procedures.

A. Project Itinerary:

<u>Date</u>	<u>Location</u>	<u>Days</u>
16 June 2014	<i>Nancy Foster</i> departs Charleston, SC enroute Mayport, FL	2
17 June 2014	Mobilization of Science Party	
18 June 2014	<i>Nancy Foster</i> departs Mayport, FL, arrives at Georgia MPA, conducts ROV operations, maps overnight	1
19 June 2014	<i>Nancy Foster</i> conducts ROV operations at Georgia MPA during the day, map overnight	1
20 June 2014	<i>Nancy Foster</i> conducts ROV operations at Georgia MPA during the day, transits to Northern South Carolina overnight, maps if time allows	1
21 June 2014	<i>Nancy Foster</i> conducts ROV operations at Northern SC MPA during the day, maps overnight	1
22 June 2014	<i>Nancy Foster</i> conducts ROV operations at Northern SC MPA, transits to Snowy Wreck MPA overnight, maps if time allows	1
23 June 2014	<i>Nancy Foster</i> conducts ROV operations at Snowy Wreck MPA, maps overnight	1
24 June 2014	<i>Nancy Foster</i> conducts ROV operations at Snowy Wreck MPA, transits to Edisto MPA overnight, maps if time allows	1
25 June 2014	<i>Nancy Foster</i> conducts ROV operations at Edisto MPA, maps overnight	1
26 June 2014	<i>Nancy Foster</i> conducts ROV operations Edisto MPA, transits to Florida MPA overnight, maps if time allows	1
27 June 2014	<i>Nancy Foster</i> conducts ROV operations at Florida MPA, maps overnight	1
28 June 2014	<i>Nancy Foster</i> conducts ROV operations at Florida MPA, transits to Mayport, FL overnight	1
29 June 2014	<i>Nancy Foster</i> disembarks Science Party in Mayport, FL and departs for Charleston, SC	1
30 June 2014	<i>Nancy Foster</i> arrives in Charleston, SC	1
<u>TOTAL SEA DAYS</u>		<u>15</u>

B. Staging and Destaging:

Staging and Destaging will be conducted in Mayport, FL. Loading and unloading of gear should take <2 hrs; the ship will need to provide a crane operator for loading and

unloading gear. Loading for the science crew will take place on Monday June 17. Unloading will take place on Sunday June 29 for everyone.

C. Operations to be conducted:

Vessel operations will be on a 24 hour workday. Typically, sonar operations will be carried out at night and ROV operations will be carried out during the day, to take advantage of any available light. Crew members will be required on deck to work the crane and other equipment for deployment and recovery of the ROV and other gear.

a. ROV: NURC/UNCW's SubAtlantic Mohawk 18 ROV will be used for transect surveys and video documentation of habitat and reef fish communities. A crane is required for deployment and recovery of the ROV and downweight during ROV operations. The crane will need to be manned during ROV operations as depths may fluctuate during the dives. ROV dives will be conducted during daylight hours (from approximately 0700 to 1900). A brief ADCP survey will be conducted prior to each ROV dive to assess surface and mid-water current speed and direction.

b. Multibeam Mapping: The Reson 7125 SV2 multibeam mapping system on the NANCY FOSTER will be used during night hours to find bottom features on which we will conduct ROV dives. Scientific party will provide two personnel to assist the survey techs.

c. Standard Oceanographic Data: We would like to utilize the ship's CTD for physical oceanographic data acquisition. No water samples will be taken. Typically, a CTD cast will be conducted first thing in the morning and at the end of ROV ops before mapping ops begin. Therefore, no overnight CTDs will be conducted. XBT's, however, will be launched approximately 2-3 times during the night when mapping is occurring. This can be completed by one of the science crew on night watch.

D. Dive Plan

All dives are to be conducted in accordance with the requirements and regulations of the NOAA Diving Program (<http://www.ndc.noaa.gov/dr.html>) and require the approval of the ship's Commanding Officer.

Dives are not planned for this project.

E. Applicable Restrictions

Conditions which preclude normal operations:

1. Poor weather conditions as determined by either the ROV pilots or ship's crew.
2. Equipment failure.
3. If a safety concern arises, operations will be aborted until the issue is resolved.

III. Equipment

A. Equipment and Capabilities provided by the ship (itemized)

1. Electrical power for ROV control station in dry lab.
 2. Crane capable of lifting 750 lb and reaching 10 ft beyond the rail of the vessel (for ROV)
 3. CTD with temperature, depth, and salinity (conductivity) sensors. Max depth of 300m.
 4. Winch to deploy and retrieve CTD. Max depth of 300m.
 5. Reson 7125 SV2 Multibeam mapping system
- B. Equipment and Capabilities provided by the scientists (itemized)
1. ROV
 2. Deployment & retrieval gear for ROV

IV. Hazardous Materials

- A. Policy and Compliance

No Hazardous Materials are being brought aboard the ship for this project.

- D. Radioactive Materials

No Radioactive Isotopes are planned for this project.

V. Additional Projects

- A. Supplementary (“Piggyback”) Projects

No Supplementary Projects are planned.

- B. NOAA Fleet Ancillary Projects

No NOAA Fleet Ancillary Projects are planned.

VI. Disposition of Data and Reports

Disposition of data gathered aboard NOAA ships will conform to NAO 216-101 *Ocean Data Acquisitions* and NAO 212-15 *Management of Environmental Data and Information*. To guide the implementation of these NAOs, NOAA’s Environmental Data Management Committee (EDMC) provides the *NOAA Data Documentation Procedural Directive* (data documentation) and *NOAA Data Management Planning Procedural Directive* (preparation of Data Management Plans). OMAO is developing procedures and allocating resources to manage OMAO data and Programs are encouraged to do the same for their Project data.

- A. Data Classifications: *Under Development*

- a. OMAO Data
- b. Program Data

- B. Responsibilities: *Under Development*
Prior to demobilization, the ship is required to provide a copy of the Reson 7125 SV2/EK60 data, CTD data and bridge logs to the FPC. Science party will provide hard drives to store Reson 7125 SV2/EK60 data.

VII. Meetings, Vessel Familiarization, and Project Evaluations

- A. Pre-Project Meeting: The FPC and CO will conduct a meeting of pertinent members of the scientific party and ship's crew to discuss required equipment, planned operations, concerns, and establish mitigation strategies for all concerns. This meeting shall be conducted before the beginning of the project with sufficient time to allow for preparation of the ship and project personnel. The ship's Operations Officer usually is delegated to assist the FPC in arranging this meeting.
- B. Vessel Familiarization Meeting: The CO is responsible for ensuring scientific personnel are familiarized with applicable sections of the standing orders and vessel protocols, e.g., meals, watches, etiquette, drills, etc. A vessel familiarization meeting shall be conducted in the first 24 hours of the project's start and is normally presented by the ship's Operations Officer.
- C. Post-Project Meeting: The CO is responsible for conducting a meeting no earlier than 24 hrs before or no later than seven days after the completion of a project to discuss the overall success and short comings of the project. Concerns regarding safety, efficiency, and suggestions for future improvements shall be discussed and mitigations for future projects will be documented for future use. This meeting shall be attended by the ship's officers, applicable crew, vessel coordinator, FPC, and members of the scientific party and is normally arranged by the Operations Officer and FPC.
- D. Project Evaluation Report

Within seven days of the completion of the project, a Customer Satisfaction Survey is to be completed by the Chief Scientist. The form is available at <http://www.oma.noaa.gov/fleeteval.html> and provides a "Submit" button at the end of the form. Submitted form data is deposited into a spreadsheet used by OMAO management to analyze the information. Though the complete form is not shared with the ships', specific concerns and praises are followed up on while not divulging the identity of the evaluator.

VIII. Miscellaneous

- A. Meals and Berthing

The ship will provide meals for the scientists listed above. Meals will be served three times daily beginning one hour before scheduled departure, extending throughout the project, and ending two hours after the termination of the project. Since the watch schedule is split between day and night,

the night watch may often miss daytime meals and will require adequate food and beverages (for example a variety of sandwich items, cheeses, fruit, milk, juices) during what are not typically meal hours. Special dietary requirements for scientific participants will be made available to the ship's command at least seven days prior to the project.

Berthing requirements, including number and gender of the scientific party, will be provided to the ship by the FPC. The FPC and CO will work together on a detailed berthing plan to accommodate the gender mix of the scientific party taking into consideration the current make-up of the ship's complement. The FPC is responsible for ensuring the scientific berthing spaces are left in the condition in which they were received; for stripping bedding and linen return; and for the return of any room keys which were issued. The FPC is also responsible for the cleanliness of the laboratory spaces and the storage areas utilized by the scientific party, both during the project and at its conclusion prior to departing the ship.

All NOAA scientists will have proper travel orders when assigned to any NOAA ship. The FPC will ensure that all non NOAA or non Federal scientists aboard also have proper orders. It is the responsibility of the FPC to ensure that the entire scientific party has a mechanism in place to provide lodging and food and to be reimbursed for these costs in the event that the ship becomes uninhabitable and/or the galley is closed during any part of the scheduled project.

All persons boarding NOAA vessels give implied consent to comply with all safety and security policies and regulations which are administered by the CO. All spaces and equipment on the vessel are subject to inspection or search at any time. All personnel must comply with OMAO's Drug and Alcohol Policy dated May 17, 2000 which forbids the possession and/or use of illegal drugs and alcohol aboard NOAA Vessels.

B. Medical Forms and Emergency Contacts

The NOAA Health Services Questionnaire (NHSQ, NF 57-10-01 (3-14)) must be completed in advance by each participating scientist. The NHSQ can be obtained from the Chief Scientist or the NOAA website <http://www.corporateservices.noaa.gov/noaaforms/eforms/nf57-10-01.pdf>.

All NHSQs submitted after March 1, 2014 must be accompanied by [NOAA Form \(NF\) 57-10-02](#) - Tuberculosis Screening Document in compliance with [OMAO Policy 1008](#) (Tuberculosis Protection Program).

The completed forms should be sent to the Regional Director of Health Services at the applicable Marine Operations Center. The NHSQ and Tuberculosis Screening Document should reach the Health Services Office no later than 4 weeks prior to the start of the project to allow time for the participant to obtain and submit additional information should health services require it, before clearance to sail can be granted. Please contact MOC Health Services with any questions regarding eligibility or completion of either form. Ensure to fully complete each form and indicate the ship or ships the participant will be sailing on. The participant will receive an email notice when medically cleared to sail if a legible email address is provided on the NHSQ.

The participant can mail, fax, or email the forms to the contact information below. Participants should take precautions to protect their Personally Identifiable Information (PII) and medical

information and ensure all correspondence adheres to DOC guidance (http://ocio.os.doc.gov/ITPolicyandPrograms/IT_Privacy/PROD01_008240).

The only secure email process approved by NOAA is [Accellion Secure File Transfer](#) which requires the sender to setup an account. [Accellion's Web Users Guide](#) is a valuable aid in using this service, however to reduce cost the DOC contract doesn't provide for automatically issuing full functioning accounts. To receive access to a "Send Tab", after your Accellion account has been established send an email from the associated email account to accellionAlerts@doc.gov requesting access to the "Send Tab" function. They will notify you via email usually within 1 business day of your approval. The "Send Tab" function will be accessible for 30 days.

Contact information:

Regional Director of Health Services
Marine Operations Center – Atlantic
439 W. York Street
Norfolk, VA 23510
Telephone 757-441-6320
Fax 757-441-3760
E-mail MOA.Health.Services@noaa.gov

Prior to departure, the FPC must provide an electronic listing of emergency contacts to the Executive Officer for all members of the scientific party, with the following information: contact name, address, relationship to member, and telephone number.

C. Shipboard Safety

Hard hats are required when working with suspended loads. Work vests are required when working near open railings and during small boat launch and recovery operations. Hard hats and work vests will be provided by the ship when required.

Wearing open-toed footwear or shoes that do not completely enclose the foot (such as sandals or clogs) outside of private berthing areas is not permitted. At the discretion of the ship's CO, safety shoes (i.e. steel or composite toe protection) may be required to participate in any work dealing with suspended loads, including CTD deployment and recovery. The ship does not provide safety-toed shoes/boots. The ship's Operations Officer should be consulted by the FPC to ensure members of the scientific party report aboard with the proper attire.

D. Communications

A progress report on operations prepared by the FPC may be relayed to the program office. Sometimes it is necessary for the FPC to communicate with another vessel, aircraft, or shore facility. Through various means of communications, the ship can usually accommodate the FPC. Special radio voice communications requirements should be listed in the project instructions. The ship's primary means of communication with the Marine Operations Center is via e-mail and the Very Small Aperture Terminal (VSAT) link. Standard VSAT bandwidth at 128kbs is shared by all vessel staff and the science team at no charge. Increased bandwidth in 30 day increments is available on the VSAT systems at increased cost to the scientific party. If increased bandwidth is

being considered, program accounting is required and it must be arranged at least 30 days in advance.

E. IT Security

Any computer that will be hooked into the ship's network must comply with the *OMAO Fleet IT Security Policy* 1.1 (November 4, 2005) prior to establishing a direct connection to the NOAA WAN. Requirements include, but are not limited to:

- (1) Installation of the latest virus definition (.DAT) file on all systems and performance of a virus scan on each system.
- (2) Installation of the latest critical operating system security patches.
- (3) No external public Internet Service Provider (ISP) connections.

Completion of the above requirements prior to boarding the ship is required.

Non-NOAA personnel using the ship's computers or connecting their own computers to the ship's network must complete NOAA's IT Security Awareness Course within 3 days of embarking.

F. Foreign National Guests Access to OMAO Facilities and Platforms

Foreign National access to the NOAA ship or Federal Facilities is not required for this project.

VIII. Appendices

1. Figures, maps, tables, images, etc.
2. Station/Waypoint List (coordinates in Latitude, Longitude: degree-minutes)

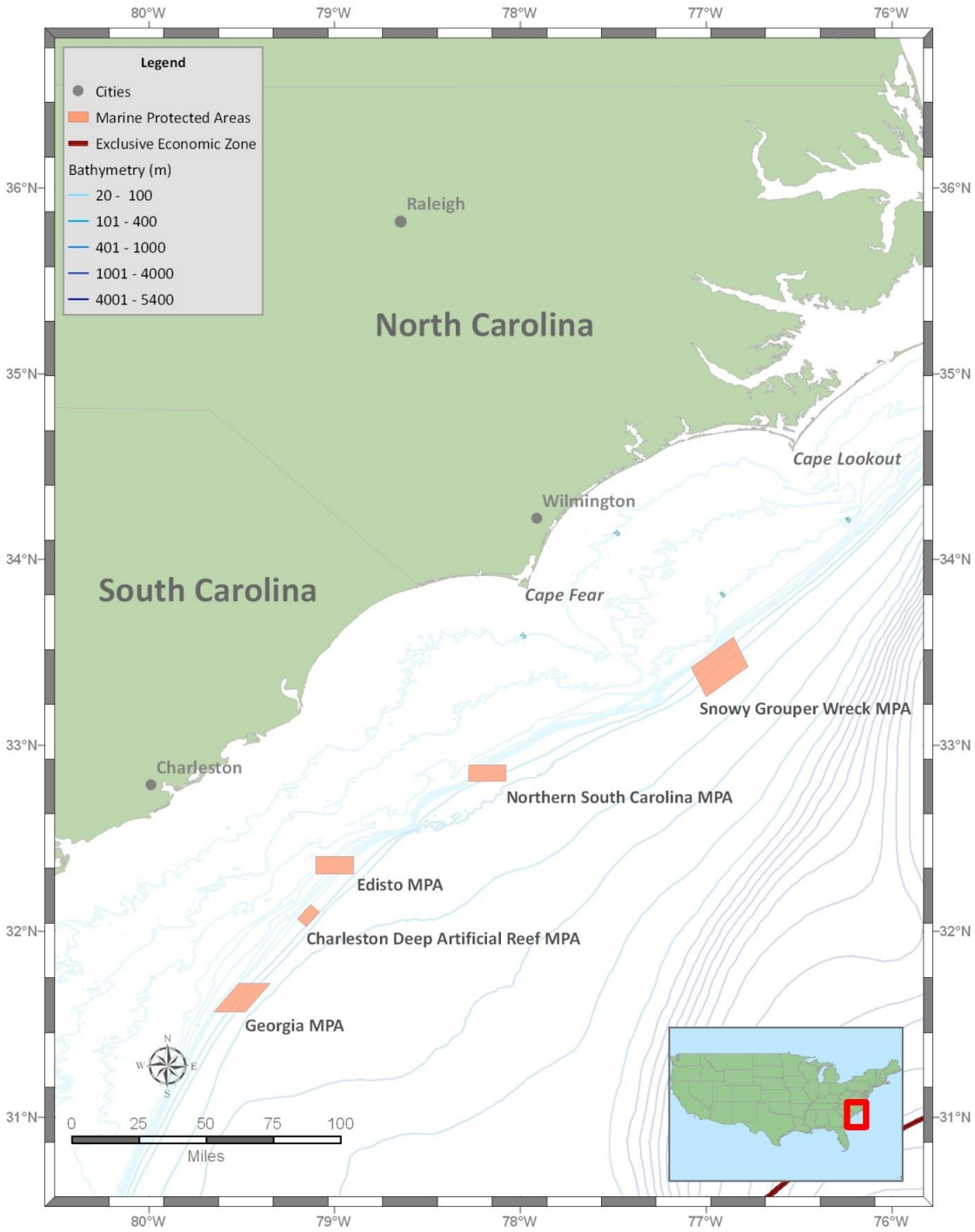


Figure 1. North Carolina to Georgia MPAs. All will be visited during this cruise.

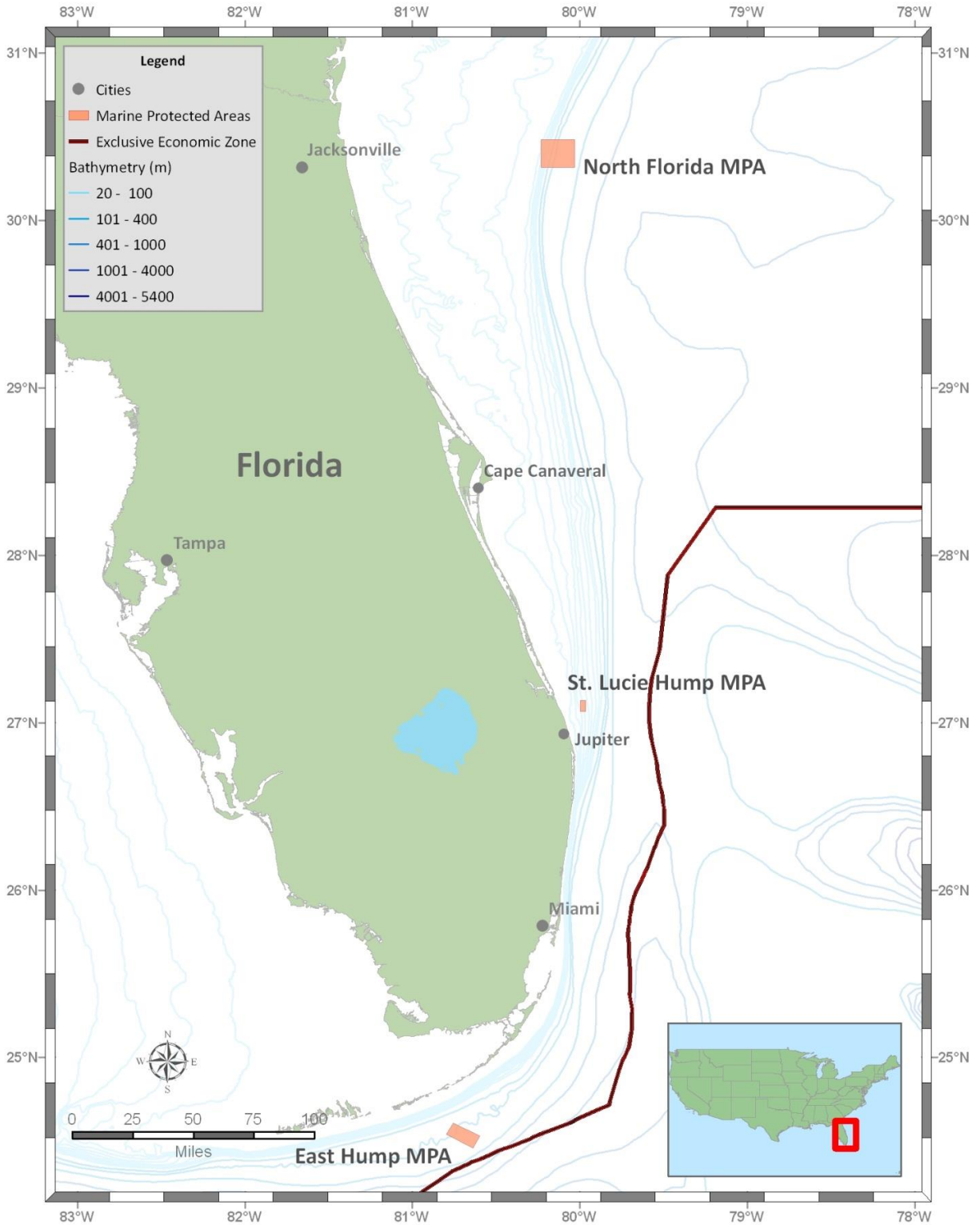


Figure 2. Florida MPAs. The only one we will be visiting on this cruise is the North Florida MPA.