Application form for access to Villum Research Station, Station Nord, Greenland

Any research project planning to implement a scientific activity at Villum Research Station, Station Nord (VRS) must apply for access. This is done by completing and signing this form (**one project per application form**) and relevant appendices and sending it to: The VRS Station Nord Secretariat **The application form shall be submitted at least four month in advance of your planned stay at Villum Research Station** (secretariat@villumresearchstation.au.dk). The form must be completed on computer – not handwritten. It is mandatory that the form is signed by the principal investigator (PI), but it is accepted to submit a scanned version of the entire form, including signature. In that case both the Word file and the scanned file are to be submitted.

 The VRS Station Nord Secretariat will take care of all practicalities in relation to your travel to VRS, including the mandatory permit to travel into the National Park of North and Northeast Greenland.

 Before you complete and submit this form, you must read **VRS Station Nord Site Manual**. When signing this form as a PI you acknowledge and accept the conditions and requirements in the VRS Station Nord Site Manual as well as the responsibility to inform all your co-workers of the content of this manual. We need all the information asked for in the form, and therefore we cannot approve your project without a fully completed form.

 We kindly inform you that staying at VRS is at your own risk. All project participants (including yourself) should be properly insured during their stay at VRS (i.e. having relevant Search and Rescue Insurance (SAR), company injury insurance, medical insurance and other relevant insurances) either by an insurance issued by a commercial insurance company or by self-insurance by their institution. The station takes no responsibility for the safety of users of VRS.

# 1. Permit number\*

|  |
| --- |
|  **\*To be filled in by the VRS Station Nord Secretariat** |

**2. Research site**

|  |
| --- |
| **VRS Station Nord ** **Other  If other, please specify:** |

# 3. Project title

|  |
| --- |
|  |

**4. Principal investigator (PI)**

|  |
| --- |
|  |

# 5. Institution of PI

|  |
| --- |
| **Institution:****Address:Phone:E-mail:****Institutional VAT/CVR-number:** |

# 6. Persons going to VRS (incl. the PI, if among the visitors)

|  |
| --- |
| **1. Name:****Date of birth:****Institutional address:****Contact (e-mail and phone no):****Nationality:****Proposed field period (start and end date):****Airport (start and end):Nearest relative (name, phone number and e-mail):****Short description of experience with field work in Greenland/Arctic areas:****2. Name:****Date of birth:****Institutional address:****Contact (e-mail and phone no):****Nationality:****Proposed field period (start and end date):****Airport (start and end):Nearest relative (name, phone number and e-mail):****Short description of experience with field work in Greenland/Arctic areas:****3. Name:****Date of birth:****Institutional address:****Contact (e-mail and phone):****Nationality:****Proposed field period (start and end date):****Airport (start and end):Nearest relative (name, phone number and e-mail):****Short description of experience with field work in Greenland/Arctic areas:****4. Name:****Date of birth:****Institutional address:****Contact (e-mail and phone no):****Nationality:****Proposed field period (start and end date):****Airport (start and end):Nearest relative (name, phone number and e-mail):****Short description of experience with field work in Greenland/Arctic areas:****5. Name:****Date of birth:****Institutional address:****Contact (e-mail and phone no):****Nationality:****Proposed field period (start and end date):****Airport (start and end):Nearest relative (name, phone number and e-mail):****Short description of experience with field work in Greenland/Arctic areas:****6. Name:****Date of birth:****Institutional address:****Contact (e-mail and phone no):****Nationality:****Proposed field period (start and end date):****Airport (start and end):Nearest relative (name, phone number and e-mail):****Short description of experience with field work in Greenland/Arctic areas:****7. Name:****Date of birth:****Institutional address:****Contact (e-mail and phone no):****Nationality:****Proposed field period (start and end date):****Airport (start and end):Nearest relative (name, phone number and e-mail):****Short description of experience with field work in Greenland/Arctic areas:****8. Name:****Date of birth:****Institutional address:****Contact (e-mail and phone no):****Nationality:****Proposed field period (start and end date):****Airport (start and end):Nearest relative (name, phone number and e-mail):****Short description of experience with field work in Greenland/Arctic areas:** |

**7. Health problems:** Does anyone of your project participants (including yourself) have physical or mental health problems that will require special medication or precautions during your stay at Villum Research Station?

|  |
| --- |
|  Yes - please provide all pertinent information in **appendix A**. No |

Notice that the station will take no responsibility for problems caused by any of the health problems you list. The information given in appendix A will be treated as confidential between you and the VRS Station Nord Secretariat, and will be maculated once you leave. For the sake of good order we kindly inform that you are not obliged to inform about any ‘Health problems’. However, in case of an emergency, the information might be important for the VRS Station Nord Secretariat in relation to taking care of your safety.

**8. Project objectives and activities for the forthcoming field period (max. 2,000 characters at font size 10):**

|  |
| --- |
|  |

**9. Activity area:** Indicate on map(s) and with precise geographic coordinates (DDºMM’SS’’ N, DDºMM’SS W, WGS84 as datum) where you anticipate to do field work. If relevant, specify plans for any items to be left on the study site after the field work.

If your study site(s) is/are located within the Prinsesse Ingeborg Peninsula, please include a map (1:50,000) indicating location of any study sites, plots etc. Notice that the specific location of your study site(s) within Prinsess Ingeborg Peninsula will have to be approved by the scientific leader at VRS.

If your study site(s) is/are located outside the Prinsesse Ingeborg Peninsula, please include a map (1:250,000) indicating location of any study sites, plots etc.

|  |
| --- |
|  |

**10. Means of transportation within/to/from activity area:**

|  |
| --- |
| By foot  Ski  Mountain Bike  Snow mobile  Boat  ATV  Other  If other, please specify: |

Information about the need for transportation within/to/from the activity area should be specified in **Appendix B**.

# 11. Description of any planned habitat or species ‘manipulation’ or ‘destruction’:

|  |
| --- |
|  |

# 12. Plans for future field work: List briefly your plans for continuation of the project as well as personnel and field periods.

|  |
| --- |
|  |

**13. Insurance:** All persons going to Northeast Greenland must have proper insurances/self-insurances, including a travel insurance to cover any costs in relation to a possible Search and Rescue or evacuation. Please, fill in **Appendix C** (research institution) or **Appendix D** (insurance company) with relevant information concerning self-insurance or insurance.
For researchers employed at Danish research institutions, please state name of insurance company and insurance card number for each participant.

|  |
| --- |
|  |

**14. Food:** Please state if any of the participants in your project have special diet preferences, such as being a vegetarian, not eating fish, allergies etc.

|  |
| --- |
|  |

**15. Radio permit:** VRS has radio permits pertinent for the different means of communication (VHF, PLB and satellite telephones) provided by the station. Please indicate if you need to rent a PLB (Personal Locator Beacon) from the research station. A PLB is demanded if your research area is outside reach of a handheld VHF radio from the station (i.e. more than 15 km from VRS).
If you or your project wants to bring your own means of communication, you have to apply for a radio permit at Radioforvaltningen@nanoq.gl, and you have to inform the VRS Station Nord Secretariat about the means of communication to be used during your field work and if relevant the ID for your PLB. The Secretariat will forward this information to the Arctic Command.

|  |
| --- |
|  We want to rent a PLB We bring our own means for communication Specify own means for communication:Specify ID on PLB: |

**16. Firearm permit:** VRS have firearms (riffles and signal pistols) with valid firearm permits at the research stations. Please specify whether or not you need to rent firearms from VRS Station Nord. Please notice that VRS does not accept pistols, revolvers or shotguns at Station Nord.

|  |
| --- |
|  |

**17. Activities, which require an additional permit (check, if relevant).** Please notice that
after your application has been accepted by the VRS Station Nord Secretariat, you will be informed about the additional permit(s) you have to apply for. The following permits might be relevant:

|  |
| --- |
|  Research on mammals, birds and fish. Send your application to: apnn@nanoq.gl  Research on biological ressources. Send your application to: cabd@nanoq.gl cc isiin@nanoq.gl Research on minerals. Send your application to bmp@nanoq.gl  Area allotment – if you leave equipment in the field. Send your application to landsplan@nanoq.gl **Research on archaeological artefacts, meteorites or fossils.** Send your application to nka@natmus.glOther, please specify:**Please notice – all relevant application forms can be downloaded at** <http://naalakkersuisut.gl/en/About-government-of-greenland/Travel-activities-in-remote-parts-of-Greenland/Procedure-and-forms> |

**19 VRS Station Nord Annual Report:** Please acknowledge (Yes/No) that you will contribute with a short abstract (less than 3,000 characters) about your research project to the VRS Station Nord Research Operations Annual Report after the field season and that you will keep the VRS Station Nord Secretariat updated on any publications resulting from your research at VRS.

|  |
| --- |
|  |

**With my signature I acknowledge and accept the conditions and requirements for working at VRS, as stated in the VRS Station Nord Site Manual. I further acknowledge that all project participants will be made aware of the content of the VRS Station Nord Manual and the KNNO Expedition Permit, which is issued by the Greenlandic Ministry of Domestic Affairs, Nature and Environment.**

**The application form must be signed!**

# Date Signature