

SV0409DMN Trip Report

Team

Andrea Maestas – ARM Education and Outreach Coordinator
Susan Burckle – TWPO Office Manager
Kim Nitschke – TWP Operations Manager
Graeme Furmston – First Aid Trainer – Australian Red Cross

- Sept. 13 Monday
Travel – Burckle and Maestas, Santa Fe to Sydney
- Sept. 14 Tuesday
Burckle and Maestas – personal time
Travel – Nitschke, Santa Fe to Sydney
- Sept. 15 Wednesday
Day lost due International date line
- Sept. 16 Thursday
Travel – All, Sydney to Darwin

Darwin

- Sept.17 Friday
 - Nitschke and Burckle met with Rex Pearson, Troy Culgan, Terry Stiles and Mike Alsop at the ARCS3 facility, Darwin.
 - Rex Pearson provided the Site Safety Plan for all to read and sign.
 - Nitschke and Burckle met the new Bureau of Meteorology technician, Michael Alsop; took photos and provided a generalized induction to the ARM program and TWPO orientation.
 - Upon the request of Darwin staff, Nitschke provided an overview of the ARM organizational structure and discussed the general relationship between US based National Laboratories. Nitschke presented Mike with a TWP – ‘Safety First’ cap and welcomed him to the team.
 - Nitschke and Stiles conducted the HOGEN acceptance testing
 - Completed the HOGEN acceptance test check list (attached) including an over-view of the :
 - Procedures handbook
 - Maintenance handbook (hardcopies to be returned to LANL for additional evaluation)

- Looked at possible improvements, mounting options, storage vessel integration and electrical safety certification
- Reviewed certification documentation
- Tested the operation of the unit
- Undertook a safety audit and made recommendations (included in attached checklist)
- Discussed future HOGEN procurement and deployment options including that of the possible AMF RBL/HOGEN combination unit.
- Burckle undertook an ARCS3 Spares Inventory with assistance from Culgan – there is a need to improve storage facilities. Nitschke has requested that suitable storage shelving/compactors be considered to improve spares and consumables handling.
- Nitschke has recommended that some office furniture be purchased to accommodate the new AMF technician and that the plastic garden chairs be replaced with chairs more suitable. Benches and a layoff table is also required.
- Nitschke, Pearson, Stiles and Baldwin in Melbourne (via a teleconference) reviewed the resource requirements for additional AMF support. Following discussion and the reviewing of current work loads, projected work loads and what ifs, it was agreed that that some additional assistance would provide relief to technical staff that will be required to undertake a substantial increase in travel and logistical support for the fourth facility. It was agreed that the RFP sent to the BOM continue be administered as is and that the possible addition of a half staff member required for administrative duties and shipping coordination be addressed under a separate cover; possibly as an addendum to the existing contract.
- A site safety inspection of the facility was conducted by Nitschke.
- Nitschke and Burckle met with the Bureau of Meteorology Regional Director for the Northern Territory, Jim Arthur and informed him of ARM developments, discussed the forthcoming IOP and BOM – RD ARM update. Special note was made of the cooperation and support that has been received from the Northern Territory regional office and in particular from Darwin Airport Observational Staff
- Maestas met with Kate Smith of the Darwin Museum to discuss ARM Education and Outreach activities including, TWP kiosk development and sought consultation on the science education enrichment tool text “My Culture; My Environment”.
- Nitschke discussed and reviewed site visit scheduling and AMF requirements with all staff.
- Burckle and Maestas at the invitation of Kate Smith; attended the 30th Anniversary celebratory function of Papua New Guinea’s independence.
- Burckle took photos of all staff.
- Burckle, Maestas and Nitschke were given a tour of the Darwin BoM Meteorological Office by Terry Stiles

➤ Sept. 18 Saturday

- Nitschke met with Pearson to review staffing arrangements, site visit scheduling and AMF requirements. Nitschke delivered 3 bolts as requested.

➤ Sept. 19 Sunday

- Travel from Darwin to Brisbane

➤ Sept. 20 Monday

- Vehicle for Nauru

Following two unsuccessful attempts to find a vehicle sales supplier that was willing and able to provide and ship a replacement vehicle to Nauru we visited a supplier already identified by Cheryl Straub. Motorama Holden on the Pacific Highway in Brisbane has experience coordinating the shipment of vehicles to Pacific Islands and Graeme Harvey – Sales Manager is happy to coordinate the purchase of a new vehicle and shipment to Nauru

Action: Nitschke to clarify and seek endorsement from Nauru IDI and LANL PUR-1/CFO on the proposed process and then provide Motorama Holden with details and requirements on the purchase of a new vehicle.

- A.E. Smith

Nitschke, Burckle and Maestas met with HVAC vendors A E Smith to discuss outstanding invoices, payment processes and future scheduling of HVAC maintenance. AE Smith representatives, David Groom, Operations Manager, Danny O'Reilly General Manager – Services and Val Cleaves – Administration Manager provided a tour of their operating facility. A subsequent meeting provided an opportunity for AE Smith and TWPO to provide a background to their respective organizations. Meeting outcomes:

- AE Smith will process payments using P-Card
- AE Smith noted their support of the TWPO and although not entirely their core business they are more than willing to support what they believe is a project that provides for the local (Nauru and PNG) communities
- Overviewed and agreed upon travel reimbursables

Action: Burckle to forward the reimbursable summary to AE Smith and to obtain letter head via fax.

➤ Sept. 21 Tuesday

- Hastings Deering

Nitschke, Burckle and Maestas met with Martin Fordham and Bob Harris – Service Advisors. Meeting outcomes

- HD will process payments using P-Card
- We overviewed the forthcoming diesel generator maintenance schedule.
- The change-out of the Manus Island generator although originally planned will be delayed for SV 0411M November 2004.

- HD Brisbane can and are willing to coordinate all genset maintenance for Nauru Manus and Darwin from their office.
- Nitschke has recommended for consistency that and familiarization that all diesel mechanics be supplied from the Brisbane office. Martin and Bob agreed that due to the nature of the environment and the need to be cognizant our operational requirements that this be best undertaken solely from their office.

➤ Sept. 22 Wednesday

- BOC

Nitschke, Burckle and Maestas met with the vendor BOC. Nicole Tinney – Balloon gas Manager, Don Stevens – Customer Asset Manager and Greg Abbs – Transport Supervisor. They provided an overview of operations and a tour of the BoC Rocklea (Brisbane) facility.

Meting outcomes:

- There are five outstanding invoices – incorrectly addressed to Nauru that requires payment. Invoices totaling approx AUD\$1000
- Address and contact information was updated
- BOC are happy to coordinate all shipping once in Customs Bond in Brisbane
- BOC Rocklea will coordinate all shipment to Nauru and Manus Isl. from their office. Their will be requirement to contact BOC Lae as BOC Rocklea will handle coordination internally.
- BOC Rocklea can provide all safety clothing and equipment. Nitschke, Burckle and Maestas looked at the Gas and Gear shop and picked up some brochures.
- Empty ‘G’ size cylinders ex Nauru were left standing at the Customs bond for 93 days incurring storage costs totaling AUD\$1004. BOC were not notified of their arrival and a shipping agent had not been assigned or requested. BOC provided an agent at their expense initially to expedite the delivery of the cylinders to their plant at Rocklea. TWPO have been invoiced for this cost. Their administrative costs are included in the battle hire fee.

Action: Burckle to confirm that the outstanding invoices are not in the LANL system for payment and upon confirmation will pay using P-card.

Nitschke with Apple are to review notification, communication and shipping procedures for shipment of gas to and from Nauru and Manus Isl.

- Nitschke, Burckle and Maestas met with Graeme Furmston – Australian Red Cross First Aid Instructor at the airport.
- Nitschke, Burckle and Maestas met with Rex Pearson and Troy Culgan – TWPO Maintenance Team at the airport prior to their boarding a flight for Nauru (SV0409N).

- Papua New Guinea Flight PX4 was cancelled due to unserviceable aircraft. Air New Guinea provided transportation and accommodation for Nitschke, Burckle, Maestas and Furmston. All were re-booked for a flight at 1055 on Thursday.

➤ Sept 22 Thursday

- 1055 flight delayed/cancelled. All were rebooked on a flight at 1450.
- Arrived in Port Moresby 2100hrs and over-nighted at the Airways hotel.
- All planned activities for Port Moresby will have to be re-scheduled.

➤ Sept. 23 Friday

- Met Robert Thompson – Papua New Guinea National Weather Service Observations Manager at Jackson’s Airport
- Flew to Manus Island and met Port Moresby first aid Trainer Konio Nori during the flight.
- Arrives Manus Island at 1230
- Nitschke provided a brief overview of planned activities and schedule for the next two days
- Following introductions, including that of the new observer Myra Selan, all site visitors were given a safety briefing and a tour of the facility by Hymson Waffi. All visitors signed the Site Safety Plan.
- Alex Gabi is currently in Port Moresby and will not be attending the First Aid course. Two CAA staff (James and Linus) who are located at the Momote airport will be attending in his place.
- Graeme Furmston, Red Cross Australia and Konio Nori, Red Cross PNG commenced training staff at 1300hrs. In attendance were
 - Hymson Waffi
 - James Pepa
 - Myra Selan
 - Robert Thompson
 - Linus – CAA forman
 - James – CAA groundsman

It was the first time that any of the participants had first aid training.

- Burckle and Maestas provided training support and set up the power point projector
- Nitschke contacted Nauru - Rex Pearson and secured Graeme Furmston’s Nauru visa.
- Nitschke presented TWP ‘Safety First’ caps to all attendees of the first aid course
- Maestas, Burckle and Nitschke met with Lawrence Tjamei to review the Teaching aid “ My Culture, My Environment”. Tjamei has determined that the material would very well supported and easily assimilated into the school curriculum in Manus Isl. The teaching aid materials seemed most appropriate for grade 9

➤ Sept. 24 Saturday

- Maestas met with Lawrence Tjamei and visited a school teacher, Ms. Rachael Usu, who will be assisting with a more detailed review. Maestas spent the morning with Tjamei and Usu and found it very valuable in determining specific educational requirements for the teachers guide and student workbook.
- Nitschke and Burckle met Dick Pearse and Dick's assistant Vincent, at their office in Lorengau. Nitschke set up Pearse's new laptop and transferred relevant files from the old laptop that was showing the signs of a lot of use and age.
- Nitschke and Burckle discussed a number of issues including:
 - Bank forwarding details
 - Additional email address – to separate ARM business from the rest of his business, Pearse will be creating a new email address for his other work. This will be paid for by Pearse and will not be claimed through LANL. There will have no effect on TWPO operations.
 - Burckle explained the current financial processes at LANL. Pearse understands and believes that he should be able to manage the fact the TWPO can no longer pay in advance and that it will need to be paid as a reimbursable. In this light, payment options were discussed. Pearse will address the possibility of using P-card by enquiring at his bank. He believes that this may be a viable option. Pearse was hesitant to pursue the contract option and noted that he does not have a contract with any of his existing clients.
 - Furnston, Thompson and PNG Port Moresby first aid trainer, Konio Nori traveled to the site at 0730 to continue first aid training.
 - Burckle and Pearse took note of the printers, scanner and laptops in his office
 - Nitschke and Pearse discussed the current National Agriculture Quarantine and Inspection Agency (NAQIA) inspection charges, currently Kina\$75 that Pearse is required to pay each time a shipment is delivered to the wharf. Pearse requests that the PNG NWS approach the NAQIA for an exemption to the inspection charges. Nitschke has requested through Thompson that Luana approach the NAQIA in Port Moresby for the exemption.

Action: Pearse to investigate a credit card facility. Luana/Thompson to approach the NAQIA for an exemption.

- Nitschke, Burckle and Maestas traveled to the site and conducted a site safety inspection. Items that require addressing are noted on the site safety inspection summary.
- Nitschke reviewed the proposed location of the HOGEN generation container.
- Burckle tested the operation of the satellite phone

- Andrea reviewed the first aid kit status and defibrillator pad dates. The pads are good for March, 2006.

➤ Sept. 25 Sunday

- Nitschke reviewed new observer orientation with Hymson Waffi
- Departed Manus Island at 1100; traveled – Kavieng – Port Moresby – Brisbane – Nauru.
- Nitschke spoke with a Port Moresby representative of the PNG Internal Revenue Commission, Mr. Richard Amos about the possibility of a blanket customs clearance and import duties exemption for ARM goods

Action: Nitschke to follow-up with Robert Thompson and the IRC to affect the clearance.

➤ Sept. 26 Monday

- Arrived Nauru 1030am
- Nitschke, Burckle, Maestas and Furnston met Kaierua, Harris, Teimitsi, Whippy, Penani, Tebouwa, Akubor at the ARCS site.
- Pearson provided Maestas and Burckle a tour of Nauru and the ARCS site. Nitschke, Burckle, Maestas and Furnston read and signed the site safety visitor's book.
- First aid training was setup at the near by school and commenced at 1145 with all observational staff in attendance.
- Nitschke and Burckle met with the acting general manager of Cappelles, Mr. Bruce Ward to discuss possible funding arrangements and whether they accepted credit cards for payment. Cappelles do NOT accept credit cards and were not interested in pursuing a contract or any other agreement to help us facilitate procurements. Quite simply, Cappelles will only accept cash in either a prepay arrangement (They maintain a balance of cash in an account that is draw down) or purchases are made with cash.
- Credit card facilities are no longer available anywhere on the island.
- Bruce with a background as a member of the Nauru Commission that until recently was located in Nauru House - Melbourne and with Nauru financial dealings going back some 30 years, indicated that Air Nauru continued to be in financial difficulty and that its operation with the Boeing 737 is in serious jeopardy, with a rumored cessation of the current schedule as early as Feb 2005. To his knowledge there is no contingency plan.
- Followed was a general discussion on Nauru's future. There are presently 80 Iraqi refugees on the island with as many combined security, processing and support personnel. While the war continues in Iraq, the Australian government has requested that the 'refugees' processing be prolonged. At this stage it is apparent the economic viability of the country may rest on the decision to keep Nauru as a processing centre with some serious doubt about the country's future if the centre and associated support was withdrawn.

Action: TWPO and LANL to determine a suitable arrangement to establish and manage a petty cash fund on Nauru.

- Maestas met with Jarden Kephias at the Nauru office of education to review the new curriculum materials for TWP teachers and Students. Kephias invited four primary school principals to attend. Maestas delivered a brief presentation about the ARM program and the Arm Education and Outreach activities. Two principals had previously attended the ARM Teacher's Workshops. Meeting participants reviewed the curriculum materials and stated that they could definitely use the materials for enriching existing curriculum. Maestas obtained a copy of the grade 7 curriculum and coordinated a review process for the books.

Action: Maestas to send 6 copies of the books to Kephias for review. Kephias will send Maestas a list of Nauru schools and numbers of students in each class.

- All staff including Pearson and Culkan attended an Observational workshop at the Moon River restaurant. Nitschke congratulated staff for maintaining their high standards. The group reviewed safe hydrogen balloon handling procedures and the requirement for the Remote Balloon Launcher use.

➤ Sept. 27 Tuesday

- Nitschke and Burckle met with Cain and Deiye in the Government Offices.
 - Payment for unused leave
 - Overtime
 - Responsiveness
 - Observers pay process - Mackay and Mackay
 - Staff entitlements – there appears to be a possible discord with relation to acceptable staff entitlements. in general
 - Land lease – Nitschke informed the meeting that the land lease agreement was with the Nauru IDI and the land owners and that the TWPO were not a party to the agreement and did not need to be signatories. Cain provided an update on progress and stipulated that #13 had been paid by cheque to the land owners but they were unable to cash and have requested a cash payment.
 - Vehicle purchase – Reviewing the available option to purchase a vehicle, Joseph Caoin recommended that TWPO purchase the vehicle in Australia and ship over to Nauru. Previously a purchasing Officer with the Nauru Administrative Commission (NAC) purchased vehicles (as with the existing ARM vehicle). This position no longer exists, so Cain was appreciative of any effort on TWPO's part to facilitate the process.

Action: That TWPO purchase a vehicle from Motorama Holden in Brisbane and have shipped to Nauru.

- Duplicate copies of Modification #10 to contract# was signed by Cain for return to SUP-1 Peter Ayala.
- Nitschke and Burckle met with Kaierua
 - Current Core hours 70 currently averaging 62 with 6 staff the need to simplify arrangements as overtime usage is becoming complicated and inequitable with some staff working 80 hours and others only 50.
 - Kaierua requested harmonization with other Nauru National Project Coordinators. A request is currently with IDI Joseph Cain.

Action: Nitschke to follow-up with Jones and provide a recommendation to Cain if requested by Cain to do so.

- Furmston finished first aid training at 1200hrs and presented participants (7) with a Red Cross badge. Nitschke presented participants with a 'safety first cap'
- Flew to Melbourne – arrived @ 1200 after a one hour stop over in Sydney due to poor weather in Melbourne.
- Thanked Furmston for his efforts and for the successful completion of the first-aid training. Furmston has recommended that a three year refresher/ re-certification course be undertaken. Course certificates will be forwarded to Nitschke for recording and then forwarded to observers. All participants passed the course and Furmston was very pleased with their aptitude and diligence

Action: that a first aid re-certification course be programmed for September 2007 and that a certificate of appreciation to be sent to Mr. Graeme Furmston – Australian Red Cross.

➤ Sept. 28 Wednesday

- Burckle and Nitschke met with Cheryl Walkerden of the Nauru Administration Offices. The Nauru Administration has been removed from Nauru House in Melbourne by creditors and currently resides at 128 Exhibition Street, 7th floor under the alias of Tonavini Investments Pty. Ltd. There are currently no phone services or internet access within the offices; however Cheryl has kindly provided her personal mobile phone number that use if urgently needed.
- Wire transfers to the Melbourne account of McKay and McKay are still possible as Cheryl's supervisor; Mr. Martin Hunt uses his home PC and personal email account to affect the transfers.
- Considering the current situation; Walkerden discussed the economic viability of Nauru and indicated that there was real concern that the Island nation faces unprecedented economic difficulty. To this end, Walkerden estimated that Air Nauru would cease to operate by June 2005 (Air Nauru has overdue aircraft lease payments for the last 6 months) and that the cash flow problems on the Island would continue to worsen. Walkerden has worked with the Nauru Administration for 25 years and has seen very worrying signs that her and other peoples predictions about Nauru's future may eventuate.

- Additionally it seemed that there may be a potential problem with McKay and McKay cash flow. Andrew had reported that they had difficulty in providing cash in Early September
- Walkerden informed us that the Aud\$50k that was transferred from the NPC account back to the Nauru IDI account has still not been used to pay Observers. This may be due to the lack of cash on the island.

Action: Nitschke to follow-up with Cain and determine if the Observers have any outstanding salary payments owed.

➤ Sept. 29 Thursday

- Nitschke, Burckle and Maestas met with Tony Baldwin and Fiona Barrett of the Australian Bureau of Meteorology in their new Offices in Collins Street Melbourne. Items discussed:
 - Invoice processing – In an attempt to expedite payment, Barrett sought approval for invoices to be sent via email with receipts scanned and sent the same. Originals still to be sent via courier.

Action: Burckle to determine if LANL can process payments via this method.

- Nitschke described the current cash flow problem in Nauru and solicited the Bureau to determine if they were able to assist by furnishing petty cash. Baldwin believes that this may be possible through the Bureau financial system and that maintenance site visits would provide the opportunity for cash to be taken there by the technical staff in Darwin.

Action: Baldwin to determine if this is feasible. Nitschke to re-address this issue with LANL CFO-1.

- TWP-ICE Intensive Operations Period – Baldwin asked if the maintenance team will be involved in the IOP. Nitschke responded that no formal request has been made to TWP either from ARM or the BoM. Peter May as PI of the IOP is to be reminded that if there is to be a request, that this be forwarded to Nitschke as soon as possible.

Action: Baldwin to assume that there will not be a requirement for Darwin technical staff resources and that requests for support be channeled through TWP-Nitschke.

- HOGEN - Nitschke reviewed the HOGEN acceptance testing assessment and provided Baldwin with a schedule for deployment and possible future orders.
- Nitschke requested that Baldwin and Pearson provide a draft Statement of Work for the proposed ½ resource required for administrative duties at the Darwin office.
- Baldwin provided Nitschke with a copy of the advertisement for the fourth Technician. It is anticipated that the position be filled from within the Bureau and

as such the advertisement has been circulated initially with the Bureau Staffing Circular.

- Nitschke requested that the Darwin office be better equipped with shelving units and office furniture. Baldwin will work with Stiles in determining requirements.
- Baldwin provided two signed copies of the BoM contract modification #9.
- Baldwin provided a tour of the Bureau of Meteorology and surrounding environs.

➤ Sept. 30 Friday

- Burckle and Maestas met with Cheryl Walkerden of Nauru house and discussed the decline of the Nauru government and potential implications for the TWP program.
- Nitschke traveled Melbourne to Santa Fe.

Summary:

The trip was extremely successful given the limited time spent at each location. My personal thanks go to Susan and Andrea for their unremitting efforts in keeping up with the hectic schedule and for their professionalism. It is not easy to assimilate with foreign cultures in such a short period of time and their ability to do this was noted and well appreciated. The trip provided an invaluable opportunity for Susan and Andrea to meet the people they communicate with on a daily basis and the experience and rapport that was built while on the trip will prove very beneficial for their future endeavors at the TWPO and beyond.



Kim Nitschke
Operations Manager