



Cover Letter
for Expedition Applications in
Accordance with the Executive Order no. 138 of
10 February 2010 on Access to and Conditions
for Travelling in Certain Parts of Greenland

- Research Expeditions/ Projects-





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Cover Letter Applicable for Research Expeditions/ Projects in Greenland

All travel in remote areas of Greenland is regulated by the Executive Order no. 138 of 10 February 2010 on Access to and Conditions for Travelling in Certain Parts of Greenland. In preparation for your planned expedition in Greenland, please read the following paragraphs and act according to the stated requirements. Please note that all pertinent documentation must be received by the Expedition Office within the stated deadlines, before a permit can be issued.

§ 14 Authorities and Institutions

Danish civilian State authorities and Government of Greenland authorities do not need a permit, but have to inform the Ministry of Independence, Nature, Environment and Agriculture and the Joint Rescue Coordination Centre of their activities 14 days prior to departure (cf. § 14 in the executive order). To comply with this requirement, authorities/ institutions should send an e-mail to exp@nanog.gl and jrcc@jrcc.gl with all participants' names and the arrival/departure dates. Here is a complete list of all § 14 authorities/ institutions:

Greenland

Government of Greenland
Municipality Sermersooq,
Municipality Qaasuitsup
Municipality Qeqqata
Municipality Kujalleq
Greenland Institute of Natural Resources
Greenland National Museum
Asiaq

Denmark

GEUS
DMI
KMS
DTU-Space (hvis der er tale om myndighedsopgaver)

However, if the group of participants of one expedition, includes members from both § 14 authorities/institutions and other non-§ 14 authorities/institutions, an expedition permit needs to be obtained for all non-§14 authorities/institutions participants.

In case the § 14 institution need to enter the National Park, a National Park permit is required. This can be obtained by sending a project description together with information on location, period, as well as names and institutional affiliation for all participants.

Application procedure

1. Required documents

The following documents are required before your application can be processed:

- a.** Application form for travel in remote parts of Greenland
- b.** Table for information on participants
- c.** Map of the expeditions itinerary



- d.** Description of all expedition members previous expedition experience/s
- e.** Receipt of application fee payment
- f.** Radio Permit
- g.** Insurance Statement
- h.** Bank guarantee (compulsory for unsupported icecap crossing expeditions)
- i.** Firearm permit (compulsory for expeditions in the National Park)

2. Additional permits for other / scientific activities

Please be aware that you may need additional permits for example:

- An access permit to the World Heritage site Ilulissat Icefjord. Permits are issued by the Ministry of Independence, Nature, Environment and Agriculture, contact Naja Holm at nhlm@nanoq.gl and/or read more at www.nanoq.gl/expeditions
- An area allotment for establishing a camp/ ground based instruments for more than 2 months. Permits are issued by the Ministry of Finance and Taxes, contact oed@nanoq.gl,
- An access permit to the military stations: Station Nord, Daneborg and Mestersvig. For a permit you need to contact the Joint Arctic Command at ako@mil.dk,
- Activities related to mineral resources including geological surveys etc. are permitted only according to licenses granted by the Bureau of Minerals and Petroleum (www.bmp.gl), which can be contacted at bmp@nanoq.gl.
- A permit for studies on wildlife and fish must be obtained from the Ministry of Fisheries and Hunting at apnn@nanoq.gl
- A permit to access protected areas, and/or to export CITES (Washington Convention) species. For these permits contact the Ministry of Independence, Nature, Environment and Agriculture at npann@nanoq.gl or citeskontor@nanoq.gl
- A survey licence for the acquisition, collection or a combination of both of genetic resources in connection with research into biological resources, (including, but not limited to organisms, enzymes, genetic material, seeds and other biotic material). Contact the Ministry of Industry, Labour, Trade and Energy at isiin@nanoq.gl and/or read more at: http://uk.nanoq.gl/Emner/About/Resources_and_industry/Biological_resources.aspx
- A commercial licence for the possible commercial utilisation of collected and/or acquired biological resources (including, but not limited to organisms, enzymes, genetic material, seeds and other biotic material) or results hereof, require a commercial licence from the Ministry of Industry, Labour, Trade and Energy isiin@nanoq.gl. Read more at: http://uk.nanoq.gl/Emner/About/Resources_and_industry/Biological_resources.aspx
- A permit for research activities involving animal welfare and handling of wildlife, contact the Ministry of Fisheries and Hunting, contact at: uumasut@nanoq.gl
- For archaeological studies, collection of meteoroids and fossils a permit must be obtained from the Greenland National Museum (www.natmus.gl), contact: nka@natmus.gl
- For permission to conduct studies on cultural heritage, contact the Ministry of Education, Culture, Research and Church at IKIIN@nanoq.gl



- Research vessels sailing within Greenland's EEZ must obtain a diplomatic clearance from the Danish Ministry of Foreign Affairs. Read more under point 3. Research Vessels, in the section called Additional information: logistics.

These additional permits should be obtained from relevant institutions and must be sent to the Ministry of Independence, Nature, Environment and Agriculture exp@nanoq.gl before an expedition permit can be issued. When applying for these extra permits please name the fact that you have applied for an expedition permit at the Ministry of Independence, Nature, Environment and Agriculture and specify your expedition number. Links to application forms or contact addresses can be found at www.nanoq.gl/expeditions. Please note that processing of applications by other institutions can take several weeks.

3. Filling in the application form

Please read and complete all relevant forms and documents carefully before submitting your application. The application form can be found on www.nanoq.gl/expeditions and should be filled in electronically, but hand signed.

4. Signing the application form

The application form needs a signature in order to be valid. Please make sure you hand signed the application form before you submit it to the Expedition office.

5. Submitting the application form

To apply for an expedition permit the application form for access to and conditions for travel in certain parts of Greenland must be filled out electronically. This application form can be found on the Expedition office's homepage (www.nanoq.gl/expeditions).

5.1. Deadlines

The application process includes three important submission deadlines:

- **12 weeks prior to departure** you must submit the application form, table for information on participants, map/s of the expeditions itinerary and description of all expedition members previous expedition experience/s
- **As soon as an expedition number is issued to you, you must pay the application fee and submit the receipt of payment**
- **8 weeks before departure** you must submit the radio permit, insurance statement, bank guarantee and firearm permit (when applicable)
- Before an expedition permit can be issued all other permits such as research permits and/or area allotment must be submitted.



5.2. Application Procedure

The following 10 steps will guide you through the application procedure. More detailed guidelines on how to obtain radio/firearm permit and on how to pay the application fee follow under the section Requirements and Conditions.

Step 1: *Fill in the form:* The application form must be downloaded and filled in electronically.

Step 2: *Sign application form:* Hand-sign the filled in application form.

Step 3: *Complete documents related to the application form:* complete the table for information on participants, map/s of the expedition itinerary and describe all participants previous expedition experience/s.

Step 4: *Submit application:* **Submit the application form and required documents** (table for information on participants, map/s of the itinerary and previous expedition experience/s description for all participants) **no later than 12 weeks prior to departure**. The signed application form and related documents can be sent either via mail, fax or ordinary mail to the:

Expedition Office
Ministry of Independence, Nature, Environment and Agriculture
Postboks 1614
3900 Nuuk
Greenland
Fax: +299 32 52 86
E-mail to exp@nanog.gl

Step 5: *Get an expedition number:* The Expedition Office will register your application and provide you with an expedition number. This expedition number should be used when obtaining the insurance statement, bank guarantee, applying for radio/firearm permit and paying the application fee.

Note that the expedition number must also be cited in all communication with public authorities and aircraft operators.

Step 6: *Obtain compulsory receipt of paid application fee:* Pay application fee using the expedition number in the message to the account holder and remember to obtain a receipt of payment, since you will need to submit it to the Expedition Office. **Read more under abstract 5. Paying the application fee.**

Step 7: *Obtain compulsory insurance statement, bank guarantee and radio permit:* Obtain insurance statement, bank guarantee and radio permit using the expedition number.

Step 8: *Obtain additional permits:* If you need additional permits (e.g. research permit, firearm permit, area allotment, access to research/military stations), these should be obtained from relevant authorities. It is strongly recommended to start this process in good time, since processing can take up to several months. Please use your expedition number as a reference also when applying for these additional permits.

Step 9: *Submit compulsory documents:* Send the insurance statement, bank guarantee, radio permit, firearm permit (when appropriate) and receipt of payment of the application fee (if not already submitted earlier) to the Expedition Office by any of above mentioned means **no later than 8 weeks prior to departure**.

Step 10: *Submit additional permits:* Submit the other additional permits that might be required (e.g. research permit, firearm permit, area allotment, access to research/military stations). **The Expedition Office**



will not issue an expedition permit before all relevant permits are obtained from the responsible authorities.

6. Paying the application fee

When applying for an expedition permit an administrative fee must be paid to the Expedition Office. **The fee is 4.000 Danish kroner per expedition or 25.000 Danish kroner for research stations** and covers exclusively administrative costs associated with the processing of the application and **is not refundable even if an application is rejected/ cancelled.** The fee must be paid right after an expedition number was assigned to the applicant and a copy of the receipt of payment must be sent to the Expedition Office as soon as available. The payment should be made to:

Account holder: Government of Greenland
Grønlandsbanken ¹
Account number: 6471-102385-0.
Swift-kode: GRENLGX
IBAN nr.: GL5864710001023850

Furthermore, you should note that in case you plan **several expeditions in the same year**, each with different participants, at a different time of the year and/or with another itinerary, **you will need to obtain a separate expedition permit for each of these expeditions and are required to pay the application fee for each.**

Processing of the Application

Please note that the Expedition Office will need ALL required documents before a permit can be issued! When the Expedition Office has received all required documents (receipt of payment, radio permit, insurance statement, bank guarantee and firearm permit - when applicable), your application will be processed. Remember to refer to your expedition number when submitting additional documents and whenever you contact the administration.

The Expedition Office will process the application within 8 weeks after receiving all documents. It is therefore important that the insurance statement, bank guarantee, radio permit and receipt of payment of application fee are submitted at least 8 weeks prior to departure. Provided that the conditions below are met, the Expedition Office will issue an official permit that includes operational conditions, together with general conditions and specific regulations for the expedition.

Conditions:

- a. all required material (i.e. application form and related information, radio permit, insurance statement, bank guarantee, receipt of payment of application fee and additional permits etc.) is submitted to the Expedition Office within the stated deadlines,
- b. the planned expedition does not involve obvious hazards for the participants or third party,
- c. the planned expedition does not interfere with or counteract public interests in Greenland,

¹ See reference on previous page



- d. the information provided is correct and any deviations from the original application are reported in due time

The issued permit should be carried by all expedition groups and subgroups, and shown to relevant authorities upon demand.

Requirements and Conditions

1. Expedition members

For safety reasons there are certain limitations to who can take part in expeditions. In general, it is essential that all expedition members can take care of themselves and help others in case of emergency.

1.1. Age requirements

The Expedition Office requires expedition participants over 65 years to submit a doctor's note together with the application, stating that the person in question is physically fit to be a part of an expedition.

1.2. Number of Participants

For safety reasons expeditions must be composed of a minimum of two participants.

1.3. Health

Expedition members should be physically and mentally fit. Any known medical conditions or disabilities that are of relevance to the safe execution of the expedition must be specified in the application form. The Expedition Office reserves the right to ask for a doctor's note when deemed necessary.

1.4. Vaccinations

No vaccinations are required to enter Greenland.

2. Insurance

2.1. Who needs a SAR and evacuation insurance?

An expedition operating in the area covered by the Executive Order no. 138 of 10 February 2010 on Access to and Conditions for Travelling in Certain Parts of Greenland (except persons operating manned stations) in North or East Greenland and anywhere on sea ice must obtain SAR insurance as well as an evacuation insurance covering all participants.

2.2. Insurance requirements: SAR and evacuation

The SAR insurance must cover the amount of DKK 1,000,000 with the Danish State as the sole beneficiary if the project or expedition takes place inside the area covered by the Executive Order on remote travel. An expedition/project required to have SAR insurance must also for each participant obtain an additional evacuation (ambulance) insurance covering the amount of



- DKK 600,000 for expeditions/projects travelling to the far North of the Greenland National Park, above latitude 78 °N,
- DKK 280,000 for expeditions travelling south of latitude 78° N within the National Park borders and/or outside the National Park in the remaining areas covered by the Executive Order.

2.3. Insurance statement

When the insurance requirements listed above apply to an expedition the appropriate insurance statement must be completed, signed by the insurance company, and returned to the Expedition Office, no later than 8 weeks prior to the departure for Greenland.

There are two different insurance statements: one for expeditions in the National Park above latitude 78 °N and one for expeditions to the remaining area covered by the Executive Order, which should be used according to the expedition's itinerary.

- The **Insurance Statement for expeditions to the National Park, above latitude 78 °N** should be used by expedition to the far North of the Greenland National Park, while
- The **Insurance Statement for expeditions** should be used by all other expeditions travelling to areas covered by the Executive Order nr. 138, but that will not travel to the National Park above latitude 78° N
- In case an expedition will travel both to the National Park above latitude 78° N and other areas outside the National Park or below latitude 78° N, the "Insurance Statement for expeditions to the National Park, above latitude 78 °N " should be used.

2.4. Self-insurance of research institutions

A research project carried out under the auspices of a public research institution (e.g. a university) normally does not need to obtain a SAR and evacuation insurance as project members will be covered by the institution through the institution's self-insurance. However, the self-insurance generally covers employed staff only and other people whose wages or funds are administered by the above-mentioned institution. The project leader must therefore forward to the Ministry of Independence, Nature, Environment and Agriculture, an official statement with enclosed documentation from the involved institution(s) clarifying that the SAR and evacuation insurance conditions are valid for all participants in the project.

Alternatively the project leader can submit one of the following Insurance Statement for Research Projects, elaborated for projects covered by a research institutions self-insurance. There are two different insurance statements: one for expeditions/projects to the far North of the Greenland National Park and one for expeditions to the rest of the area covered by the Executive Order, which should be used according to the expedition's itinerary.

- The **Insurance Statement for research projects to the National Park, above latitude 78 °N** should be used by expedition/projects travelling to the far North of the Greenland National Park.
- The **Insurance Statement for research projects** should be used by all other expeditions travelling to the remaining areas covered by the Executive Order nr. 138, including the National Park South of latitude 78° N



- In case an expedition will travel both to the National Park above latitude 78° N and other areas outside the National Park or below latitude 78° N, the “Insurance Statement for expeditions to the National Park, above latitude 78 °N ” should be used.

The statement must be submitted to the Ministry of Independence, Nature, Environment and Agriculture no later than 8 weeks prior to the departure for Greenland.

Researchers who are not covered by the self-insurance must obtain SAR and evacuation insurance. Send a copy signed by the insurance company to the Ministry of Independence, Nature, Environment and Agriculture no later than 6 weeks prior to the departure for Greenland.

3. Bank Guarantee

As of January 2012, all expeditions crossing the icecap and which are not accompanied by a helicopter are required to submit a signed bank guarantee, stating that the expedition as a whole has sufficient funds to be able to pay for a possible transport from the icecap to the nearest city. The bank guarantee template can be downloaded from www.nanoq.gl/expeditions in both English and Danish. The signed bank guarantee must be forwarded to the Expedition office no later than 8 weeks before expedition start. Upon successful conclusion of the expeditions the bank guarantee template will immediately be send back to the bank.

4. Time and Location

Unsupported icecap crossing expeditions will only be allowed between September 15th and April 15th due to safety reasons.

For the safety of the expedition it is important that a detailed itinerary and map is provided of the expedition route. The expedition’s itinerary description should include start/end point of expedition, travel route, camp/landing sites and/or general activity areas, including names and coordinates of the single locations. The map – preferably in scale 1: 250.000 – should include relevant information about base camp locations, route and where the expedition plans to go ashore. Together with the radio equipment this is important information that is essential to any search and rescue operation. The more detailed the information, the better for rescue operations.

The Expedition Office does not have specific requirements for the degree of details other than the ones mentioned above, but may contact the applicant and ask for a more detailed itinerary description and/or map should this be required to process the application.

Maps can be drawn in www.nunagis.gl, or other digital or paper-based maps.

5. Equipment

5.1. Radio requirement and permit

All expeditions are required to bring as a minimum one Personal Locator Beacon (PLB), one portable marine VHF radio and one satellite phone.

In case the expedition team is planning to split its members up in smaller groups during the expedition this must be planned in advance, since each sub-group is required to have their own PLB, VHF and satellite



phone. Basically, if the plan is to split up an expedition team to two smaller groups (even if only for a couple of hours), the expedition members are required to bring two PLBs, two VHF radios and two satellite phones. Carrying a PLB and radio equipment in Greenland requires a radio permit (see below for equipment requirements and how to get the appropriate permit).

5.1.1. Personal Locator Beacon (PLB) requirements

Projects and expeditions taking place in uninhabited areas (i.e. outside towns, hamlets, or stations) in North and East Greenland, anywhere on sea ice, or on the Ice Cap are required to bring an approved (certified) emergency radio beacon ('Personal Locator Beacon': PLB). The PLB must be capable of simultaneous transmission on 121.5 MHz / (243M Hz) and 406 MHz with a 121.5 MHz homing device and continuous transmission using an internal power supply for at least 24 hours at an ambient temperature down to -20° C.

5.1.2. Marine VHF Radio requirements

In addition to the PLB, all expeditions are required to bring a marine VHF radio. Marine VHF radio sets are a combined transmitter and receiver and only operates on standard, international frequencies known as channels. Channel 16 (156.8 MHz) is the international calling and distress channel, which expeditions must use in case of emergency to get in contact with the authorities rescue units (including both marine vessels and helicopters). The VHF must therefore be able to transmit/receive on channel 16 (156.8 MHz). The handiest version for expeditions is probably a portable, waterproof VHF walkie-talkie in design, which fulfills the authorities' requirements.

5.1.3. Satellite telephone requirements

Finally, all expeditions are required to bring a satellite phone. These phones can be compared to a mobile phone, but instead of connecting to terrestrial cell sites they connect to orbiting satellites. Satellite phones can be used for voice, short messages and internet access. The authorities have no special recommendation on brand or model.

5.1.4. Procedure to obtain a radio permit

Carrying a PLB and other radio equipment in Greenland requires a radio permit. To obtain a permit, the radio permit application form must be completed and sent to the Radio Administration, which is the responsible authority. The radio permit application form can be downloaded from www.nanoq.gl/expeditions or www.vhf.gl. Applications must be submitted no later than 3 months prior to the start of the activity in Greenland. The Radio Administration www.vhf.gl can be contacted by ordinary mail, e-mail, phone or fax at: P.O. Box 689, 3900 Nuuk, Greenland, Phone: +299 328033, Fax: +299 327850, E-mail: radioforvaltningen@nanoq.gl. **Please notice that the Expedition Office is not responsible for issuing radio permits, applications must be send directly to the Radio Administration.**



5.1.5. Important information about the radio permit

Once the radio permit is obtained from the Radio Administration, the expedition leader must send a copy to the Expedition Office. **The Expedition Office must receive the copy of the radio permit no later than 8 weeks before the expedition start.**

5.2. Firearm requirement and permit

5.2.1. Who needs to bring a firearm?

Projects and expeditions to the Greenland National Park are obliged to bring a firearm as well as polar bear deterrents. The authorities strongly recommend all expeditions to the coastal areas of Greenland outside the National Park to bring a firearm and polar bear deterrents, but this is strictly a recommendation and not compulsory in order to obtain a permit.

5.2.2. Minimum calibre requirements

The **minimum calibre for firearms is 30.06 (7.62 mm)**, in accordance with § 9, stk. 3 of the Executive Order nr. 21 of September 22nd 2005, on the Protection and Hunting of Polar Bears. The **firearm must be a manual reputed rifle**, semi or full automatic rifles are not allowed in Greenland. Be aware that firearms may only be used in self defence. In case a polar bear or other animal is shot in self-defence the incident must be reported to the Ministry of Fisheries and Hunting, apnn@nanog.gl. For information on the possibilities for foreigners to hunt in Greenland, please contact The Ministry of Fisheries and Hunting, apnn@nanog.gl.

5.2.3. Procedure to obtain a firearm permit

All expeditions in the National Park and all expeditions outside the National Park that decide to follow the safety recommendations of the authorities to bring a firearm, must apply for a firearm permit. To apply for a firearm permit you need to fill out the firearm application form and send it to the responsible authority- the Chief Constable of Greenland (see contact details below). The firearm application form can be downloaded from www.nanog.gl/expeditions. Applications must be sent to the Chief Constable not later than 6 weeks prior to expedition start.

For more information, please contact the Chief Constable of Greenland, P.O. Box 1006, 3900 Nuuk, Greenland, Phone: +299 701448, Fax: +299 324194, E-mail: politi@politi.gl or the responsible person for issuing firearm permits: Ms. Mia Kleist (E-mail is: mkl009@politi.dk). **Please notice that the Expedition Office is not responsible for issuing firearm permits, applications must be send to the Chief Constables of Greenland.**

5.2.4. Important information about firearm permit

Once the firearm permit has been obtained from the Chief Constable of Greenland, the expedition leader must send a copy to the Expedition Office as soon as possible and no later then 8 weeks before expedition start.

The firearm(s) and the permit must be shown on request to any appropriate authority.



6. Reporting

In order to evaluate conservation issues and safety conditions of expeditions, the Expedition Office is interested in getting information on activities and experiences once the expedition is over. The expedition leader is therefore obliged to send a report no later than the 31st of December of the expedition year. The report format can be downloaded from the expedition web-site, www.nanoq.gl/expeditions and should be sent to the Expedition Office, e-mail: expeditions@nanoq.gl or P.O. Box 1614, 3900 Nuuk, Greenland.

Failure to report may have implication for future applications under the Executive Order.

Any scientific publications based on the activities of the expedition should be sent to the Research Coordinator in the Ministry of Education, Culture, Research and Church, e-mail: IKIIN@nanoq.gl or P.O. Box 1029, 3900 Nuuk, Greenland.

Safety related recommendations

1. Maps and GPS

For the navigation of the expedition it is recommended to bring a GPS and a detailed and up to date map of the expedition area. Maps and aerial photographs of Greenland can be purchased at the National Survey and Cadastre www.kms.dk (Phone: +45 7254 5000). Otherwise NunaGIS also provides good maps over Greenland at www.nunagis.gl.

2. Equipment colour and strobe light

To facilitate any possible rescue or evacuation operation, it is highly recommended that the expedition members wear strong coloured cloth (e.g. yellow, orange, red). This recommendation goes for tents and planes too.

A strobe light further increases the likelihood of being seen from the air and should in case of emergency be activated along with the PLB.

3. Firearms

Projects and expeditions in coastal regions of Greenland, especially in Northern and Eastern Greenland are strongly advised to bring a firearm as well as polar bear deterrents.

If you bring a firearm a written firearm permit must be obtained from the Chief Constable of Greenland, see section 5.2 on page 12. A copy of the firearm permit must be sent to the Expedition Office before the expedition permit can be issued and no later than 8 weeks prior to the departure for Greenland. The firearm(s) and the permit must be shown on request to any appropriate authority.



Legislation and Environmental protection and conservation interests

The expedition must comply with existing Greenlandic legislation and all necessary precautions must be taken to protect and preserve the Arctic environment, which is extremely vulnerable to the impact of human activities. The expedition leader is responsible for making sure that all expedition members are aware of all relevant regulations in the areas covered by the expedition. Particularly relevant for the area covered by this permit are regulations concerning nature conservation, environmental protection and conservation of prehistoric, as well as historic relics.

1. Environment and waste handling

Environmental protection is regulated in the Environmental Protection Law no. 12 of 22 December 1988. Expedition leaders must address protection of the natural environment when planning and preparing a project in order to minimise potential negative impacts of the expedition. Care must be taken to avoid any spill of oil, fuel and other environmentally hazardous materials. Expeditions must use spill trays and bring equipment for the clean up and storage of polluting or polluted materials.

Expedition teams must thoroughly clean the project area before departure. Waste must be brought to a nearby town or settlement for final disposal. Any storage of material or equipment will need a separate permission from the Government of Greenland, Ministry of Independence, Nature Environment and Agriculture Section of Environment (pann@nanog.gl).

2. Wildlife

Nature conservation is regulated in the Law no. 29 of 18 December 2003 on Nature Conservation and executive orders on protected areas and species. Especially relevant to expeditions is the executive order on the National Park in North-East Greenland. Area specific regulations will be mentioned in the permit.

Permits are issued under the condition that disturbances of flora and fauna are kept to a minimum. Visitors should also be aware that some wildlife species can be dangerous and seriously injure or kill people. These include polar bears, walrus and musk oxen.

3. Protection of cultural sites and artefacts

Protection of cultural remains is regulated in Law no. 18 of 19 November 2007 on Protection of Cultural Heritage. When encountering objects of cultural, historical or archaeological importance* in the National Park, following rules must be adhered to:

- **It is prohibited to** pick up, collect, remove, damage or harm in any other way any man-made objects or constructions.
- **It is prohibited to** expose objects, constructions or monuments to any physical harm, including interventions, which remove rocks, soil or any components being part of a construction or monument.



- **It is prohibited to** establish fireplaces, move rocks, harm vegetation or in any other way disturb areas within 50m (100m in the National Park) from objects of cultural, historical or archaeological importance.
- **It is prohibited to** use constructions and monuments as sleeping quarters, waste dumps or depots.

* Objects of cultural, historical or archaeological importance are: ruins of peat/stone houses, foundations for tent houses, tent rings, palaeo Eskimo structures, graves, depots, animal traps, cairns, rows of stones, as well as wooden huts from later times or abandoned machinery of any kind.

4. Geological items and preserved biological material

Items of botanical, zoological or geological origin (including fossils, ground layers or ice with driftwood, vegetation, bones or meteorites) may not be collected and the observation should be reported to Greenland National Museum and Archives, P.O. Box 145, 3900 Nuuk, Greenland. Phone: +299 32 26 11, fax: +299 32 26 22, e-mail: nka@natmus.gl.

Additional information: logistics

1. Chartered flights

Should a project or an expedition involve the use of airfields or airports in Greenland the aircraft operator chartered by the project or expedition is required to apply for permission to land in accordance with the 'Aeronautic Information Publication (AIP) for Greenland and the Faroe Islands'. Flying and landing in Greenland also requires a technical and operative permit from the *Danish Civil Aviation Administration*, dcaa@slv.dk, and a permit from the *Climate and Infrastructure Agency*, fly@nanoq.gl. The airline company responsible for the transport should apply for the permit and not expedition members.

Flights over protected areas should stay more than 500 m above the terrain except in connection to landing and take off.

1.1. Flying and landing in the National Park

Flying and landing in Greenland requires a technical and operative permit from the *Danish Civil Aviation Administration*, dcaa@slv.dk, and a permit from the *Infrastructure Agency*, fly@nanoq.gl. The *Infrastructure Agency* seeks the approval of the *Joint Arctic Command*, if you need to land at or take off from military bases. The airline company responsible for the transport should apply for the permit and not expedition members.

Flights over protected areas should stay more than 500 m above the terrain except in connection to landing and take off.



1.2. Procedure for obtaining a permit

You must apply for permit for the operation at the *Infrastructure Agency*, by sending an email to fly@nanog.gl. When the agency has received your application they will pass the request on to the relevant parties, including the Joint Arctic Command. Once the agency has received feedback from all relevant parties the agency will provide you, as applicant, with an answer, positive or negative. If your request is approved by the agency, your next step is to email Joint Arctic Commands Air Operations Officer, email: jrcc@jrcc.gl directly with all relevant information, name of operation, permission number from the agency, and all the needs you might have for logistical support at Mestersvig, Daneborg or Station Nord. The Joint Arctic Command will then process your request, and email you with relevant information and guidelines.

2. Sailing in Greenlandic waters

As of the December 1st 2002 the Greenpos system is mandatory for ships travelling in the Greenland EEZ. Ships must report their position, course, speed and actual weather information every 6th hour. For further information about Greenpos please see:

<http://forsvaret.dk/GLK/GREENPOS/GREENPOS%20IN%20ENGLISH/Pages/default.aspx>

3. Research vessels

The research ship operators must obtain a diplomatic clearance for research vessels sailing in the Greenland EEZ. Such clearance is obtained by submitting a "Notification of Proposed Research Cruise" 3-6 months prior to cruise start to the local Danish embassy. The notification must include information on the research projects purpose, the research site and station co-ordinates and a map of the research area. The Danish Embassy, will forward the request for clearance to the Danish Ministry of Foreign Affairs, which will then send it to the Department of Foreign Affairs in Greenland. Since, there are several authorities involved in this process it is very important to start this process no later than 3 months prior to departure.

In case the research vessel is government-owned and will sail within the 3 nautical miles borders an "Application for diplomatic clearance of government ship" should be submitted to the Joint Arctic Command ako@mil.dk. The Application form can be downloaded at www.nanog.gl/expeditions

4. Research stations

Research stations on the ice cap cannot be visited without permission from the station manager.

5. Military stations

Military stations such as Station Nord, Daneborg, Ella Ø and Mestersvig are restricted areas. Expeditions cannot expect to visit these stations without permission from the *Joint Arctic Command*: E-mail: ako@mil.dk. Generally, civilians are not granted access to Thule Air Base. Scientists who need to go through Thule Air Base must apply for access at the Danish Ministry of Foreign Affairs: www.um.dk

Expeditions are not allowed to enter huts established by the SIRIUS sledge patrol.

6. Motorised vehicles



The use of motorised vehicles is restricted in certain parts of Greenland. In case the expedition intends to use motorised vehicles on land or ice, the applicant should stipulate this in the application. Four questions regarding motorised vehicles, please contact the Section of Nature: pann@nanoq.gl

7. Sledge dogs

In case your expedition requires dogs as means of transport you must always contact the veterinary authorities: uumasut@nanoq.gl. There are furthermore, specific regulations for expeditions involving sledge dogs, which will be included in the official expedition permit if applicable.

8. Import of taxed goods

Certain goods are subject to import restrictions or a special import duty levied by the Greenland Provincial Treasury. Here are examples of goods subjected to import restrictions: cigarettes, spirit, wine, beer, soft drinks, perfume, cosmetics, chocolate, candy, coffee, the, meat, etc.

The Greenlandic Tax Agency (www.aka.gl) has up to date information on restrictions. They can be contacted at following address: Greenlandic Tax Agency, Intaleeqqap Aqq. 1, P.O.Box 1605, 3900 Nuuk, Greenland, Phone: 70 65 00 / 34 65 00, Fax: 32 20 42, E-mail: tax@nanoq.gl

9. Registration at ISAAFFIK Arctic Gateway website

All research expeditions going to remote areas of Greenland are strongly recommended to register at the ISAAFFIK Arctic Gateway website (www.isaaffik.org). ISAAFFIK is an independent website developed and operated by a large group of universities and authorities in the Kingdom of Denmark in order to connect and support Arctic Research, Education, Consultancy and Logistics within the Kingdom of Denmark and internationally. Registration should be made by the responsible expedition organisation and take place at the same time as the application form for expedition permit is being submitted to the Expedition Office. Contact your local ISAAFFIK coordinator or send an e-mail to info@isaaffik.org for further information.

- Title of expedition
- Name of expedition leader:
- Contact e-mail
- Number of expedition participants
- Link to expedition institution website
- Date of expedition start
- Date of expedition end
- Place of entry in Greenland
- Place of departure from Greenland
- Name of expedition main campsite
- GPS coordinates of expedition main campsite
- Short description of the expedition purpose and logistics