

## **Terms of Reference and Responsibilities of the BEO/SRD Working Group**

The BASC SMAC, in accordance with BASC Board minutes of 5 September 2003, hereby authorizes the formation of the BEO/SRD Working Group with the following duties consistent with the NSB designation of the BEO as a SRD:

The WG chair will solicit input from other members of the SMAC, DWG, SAG, as well as the research and local communities. It will provide advice and submit an annual report to the BASC Board and Borough, and ensure implementation of the following:

- Follow up to the web-based RLS (Logistics Help Form) and permit form that is consistent with the provisions of the BEO Master Plan (September 2002) and the NSB Scientific Research District Ordinance Serial No. 75-6-44 (July 2, 2003);
- Development of guidelines for the use on the BEO/SRD including education and public information (e.g. updating and distribution of brochures, posters);
- Issuance of written research-use permits and enforcement of procedures;
- Provide oversight of logistics requirements in the BEO/SRD;
- In conjunction with the DWG/BAID, establishment of a permanent inventory of research sites based on DGPS and permanent site markers, and preparation of an annual compilation of sites and location maps;
- Preparation of periodic revisions to the BEO/SRD Master Plan, and associated maps;
- Development of plans for specific BEO/SRD infrastructure development; and
- Preparation of an annual compilation of all BASC-supported projects, personnel, and affiliations conducted in and adjacent to the BEO/SRD.

Initial membership on the BEO/SRD WG includes a Chairperson representing BEO research and development, representatives of a Federal program, SMAC, UIC, SAG, DWM and DWG, and a BASC staff member. Membership will be assigned in discussion with the SMAC and be completed by the BEO/SRD WG's first meeting in May 2004 in Barrow.

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Associated with the new procedures is the responsibility to ensure BASC compliance and maintains related records of activities on the BEO. The following are activities and infrastructure developments included in the BASC BEO/SRD permitting:

- Sampling: soil, fauna, flora, water, sediment and shallow permafrost sampling; including placement of and removal of permanent or temporary stakes.
- Installation of monitoring equipment: towers for air sampling and weather observations, piles for instrumentation (cameras, video, etc.); shallow and deep boreholes for deployment of sensors; shallow burial of pipes, tubes and other instrumentation; below snow sampling devices; among others.
- Experimental manipulations: surface and water table modifications on plots to landscape scale; surface disturbance of vegetation and soils; construction and placement of semi-permanent objects including snow fences, chambers, inclosures, exclosures, etc.
- Facilities: placement of temporary buildings, shelters, foot bridges, and power lines; trenching and excavating to place equipment and related accessories including power lines with good practice and/or with zoning employed outside the BEO; development and deployment of permanent facilities; walkways and installation of wooden and artificial materials across sensitive terrain, and posting of signs and other markers.

Approved by the SMAC on 10 December 2003.