

Agenda for the 31st meeting of the Ocean Facilities Exchange Group (OFEG)**Meeting to be held in Papenburg on 14 and 15 November 2013.**

Attendees: Jean-Xavier Castrec, Colin Day, Erica Koning, Klas Lackschewitz, Olivier Lefort, Odd-Jarle Pollen, Karl-Robert Roettingen, Barbara Tanner, Beth Woodward

Meeting place:

The meeting will start at 08:30hrs on Thursday. On Friday morning we will visit the Meyer shipyard to see the new Sonne. The meeting will take place in the hotel. OFEG Dinner will be on Thursday at 19:30hrs.

The order of items on this agenda may change: Olivier and Jean-Xavier will have to leave at approx. 15:00 hrs on Thursday to catch their flight so most of the important items should be covered by that time. There will be no attendance from Spain this time.

Agenda

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| 1 | Welcome & introductions | Koning |
| 2 | Approval of minutes and matters arising (to be provided) | Lefort |
| 3 | Management issues, including NSF contact | Koning |
| 4 | Update on OFEG cruise programmes in 2014 and 2015 | All partners |
| 5 | New barter & training berth opportunities | All partners |
| 4 | Update of the OFEG activity document and barter balances | All partners |
| 5 | OFEG members: ship issues, fleet and major equipment changes | All partners |
| 6 | Feedback on recent and planned barter cruises (incl. any clearance issues) | All partners |
| 7 | Revision of OFEG ship deployment information | All partners |
| 8 | Cruise Planning Software at NERC | Woodward/Day s |
| 9 | OFEG-TECH <ul style="list-style-type: none"> • TOBI | Day |
| 10 | Any Other Business <ul style="list-style-type: none"> • Contact details • Future meetings | Koning |

Standard Information Papers

Information Paper 1 – Proposed Barter Cruises (provided)

Information Paper 2 – Ship Telephone Contact Numbers (provided)

Information Paper 3 – OFEG Fleet Renewal Roadmap (to be provided)

Meeting dates

The Group has two meetings a year: a two-day meeting in the Spring and a one-day meeting in the Autumn. The date(s) for meetings are set well in advance to ensure that as many members as possible can attend. Meeting dates can only be changed at late notice if all members can attend on the proposed new date(s) and no one is financially disadvantaged by the change.

Future meeting venues/dates: Spring 2014: NIOZ

Autumn 2014: France + IRSO (Nantes) + OFEG-TECH

Spring 2015: UK

Autumn 2015: Spain + OFEG-TECH

Spring 2016: Germany

Autumn 2016: Norway + OFEG-TECH

Barter exchange enquires protocol:

Barter exchange enquires should only come from OFEG members (see contact details above), and any barter exchange enquiries from members of the science community should be directed back to the appropriate national OFEG member.