



## Pre-Deployment Training Attendance Policy

Adequate preparatory training and instruction are vital for the success and safety of Antarctic field campaigns and operations. It is mandatory that everyone working in the Antarctic, whether on land or on polar ships, satisfy BAS requirements on medical fitness and training.

All people who are going South will be required to complete an Antarctic Pre-Deployment Training Course. This may include both in person and online components. Full details of the attendance requirements can be found below. If in doubt, please contact Michaela Boak ([Micak@bas.ac.uk](mailto:Micak@bas.ac.uk)).

This training may include the following as appropriate:

- Core Pre-Deployment Training
- Station Specific Briefings
- Oil Spill Response Training
- First Aid Training (Note there is a separate [eligibility policy for first aid](#))
- Personal Survival Techniques Training
- Winter Teams Training

## Requirements for BAS Cambridge staff

- New staff or those that are deploying for the first time are required to attend all aspects of Pre-Deployment training.
- Staff that are deploying in a given season that have previously attended Pre-Deployment Training in the last three years should attend station specific sessions in person and will be provided with supplementary online content for other mandatory subjects such as biosecurity, clothing and health and safety. (N.B. personnel will still be expected to attend BASMU first aid training).
- Staff that are deploying and have not attended Pre-Deployment Training in the last three years should attend all relevant aspects of Pre-Deployment Training as advised by the BAS Operations team.

## Requirements for Antarctic Employment Pool (AEP) Staff

- New AEP staff members must attend all aspects of Pre-Deployment training.
- Returning AEP staff members must attend the elements of PDT specified for returning staff.
- Every three years AEP staff must attend all aspects of Pre-Deployment Training as advised by the BAS Operations team
- Wintering AEP staff are required to attend all aspects of Pre-Deployment Training as advised by the BAS Operations team.

## Requirements for External Visitors (Excluding Construction Partners)

- New External Visitors or those that are deploying for the first time are required to attend all aspects of Pre-Deployment training.
- External Visitors that are deploying in a given season that have previously attended Pre-Deployment Training in the last three years will be provided with online content. (N.B. personnel will still be expected to attend first aid training in line with the first aid training policy).
- External Visitors that are deploying and have not attended Pre-Deployment Training in the last three years should attend all relevant aspects of Pre-Deployment Training as advised by the BAS Operations team.

## Requirements for field teams deployed by BAS outside of BAS stations

- Field scientists due to be deployed with BAS outside of BAS stations may not be required attend BAS Pre-Deployment training due to relevancy of the content (N.B. this is on a case-by-case basis and personnel will still be expected to attend BASMU first aid training).
- There is still essential and relevant training that must be delivered before deployment. Required training will be advised by the BAS Operations Team.

## Requirements for those deploying onboard RRS Sir David Attenborough SDA for Research Cruises

- A remote set of online training content will be sent to those primarily deploying on SDA that must be completed prior to deployment.
- New members of BAS staff deploying onboard SDA for Research Cruises may be invited to relevant in person sessions at Pre-Deployment Training.

## Construction Partners PDT Expectations

- BAS' construction partners attend their own PDT coordinated in liaison with BAS and the AIMP/PMO Programme. All summer deployed staff, including returners, are required to attend.
- There should also be support and talks provided by BAS Operational management teams, including those associated to the station(s) that the work is being undertaken at.
- Wintering construction partners and reserves must attend all aspects of BAS Pre-Deployment training including the Winterer teams training weekend.
- There is not capacity for Reserves to complete BASMU First Aid training in Week 2. Reserves are asked to complete alternative training or provide evidence of in-date first aid certificates.

## PMO Supervisory expectations

- PMO Supervisors including personnel from BAS, Ramboll and SWECO must attend BAS PDT to ensure that messaging across the organisation is understood and to better align messaging between Construction PDT and BAS PDT.
- PMO supervisors must attend Pre-Deployment Training at the same frequency as BAS Cambridge staff (See above for details).

## Pre-Deployment Training Exemptions

- Exemption from in person attendance to Pre-Deployment Training will only be granted in extenuating circumstances and will be dependent on details of planned deployment and role.
- Line managers must complete an exemption form to be returned to the Deployment Support Coordinator. This will go through an approval process with BAS Operations and Directorate. Next steps will then be communicated to the line manager and individual.

## Deployments identified post PDT

- In exceptional circumstances where an individual is recruited or deployment requirement is identified after Pre-Deployment Training has taken place, they will be provided with mandatory online content and will be invited for a follow up meeting with a member of station management. (N.B. personnel will still be expected to attend a first aid training course).