

**WELCOME ON BOARD !**

**KAPITAN KHLEBNIKOV**

**ON-BOARD INFORMATION**

**YOU ARE NOW ON A WORKING ICEBREAKER:**

KAPITAN KHLEBNIKOV was designed and built as a working icebreaker, and is still used for this purpose most of the year. It is by special arrangement that we are able to be on board for this special "EXPEDITION". While we have gone to great lengths to make you comfortable while on board, please do remember that this is a working icebreaker, and not a passenger ship.

**YOUR CABIN**

**Ashtrays**

Intentionally, there are no ashtrays in your cabin. However, should you require one, please talk to your stewardess.

**Bathrobe**

A bathrobe is placed in your cabin for use on board. All bathrobes will be collected the day before disembarkation.

**Cabin Make-up**

Your stewardess will make your cabin in the morning and before you retire.

**Electricity**

The ship has 220 volt/50 cycles. Please check your appliances before use. If you do not have an adapter, your 110 volt appliances will not work. The outlet in the bathroom is to be used for shavers only.

**Laundry**

In your cabin you will find laundry forms and plastic bags. Please fill out the form, place the laundry in the bag provided and leave it on your bed. The cabin stewardess will pick it up and return it within 48 hours. No dry-cleaning is available.

**Temperature Control**

The temperature can be controlled by turning the air-ventilation on or off. The heating can only be controlled from the ship's main-engine room. If your cabin is too hot you can open the cabin windows for additional ventilation. Please make sure, cabin windows are closed when you are not in your cabin as weather conditions may change and you may return to a wet cabin.

**Toilets**

The ship has a "VACUUM TOILET SYSTEM" which is very sensitive. Only human waste and the furnished toilet paper can be flushed down. Do not flush any foreign articles except toilet paper. Note close the toilet cover before you pull the button gently. The toilet system may function 20-30 seconds later.

### **Towels in your bathroom**

Please - for the sake of the environment - if we find used towels hanging on the towel hook this means you will go on using them. If we find them on the bathroom floor we will understand you would like us to change them.

### **Water supply**

The water from the tap is safe to drink. It is produced by evaporating sea water and condensing it into fresh water. Normally there should be no reason for water rationing aboard ship, but water conservation is recommended.

## **SERVICES, PUBLIC ROOMS AND OPENING HOURS**

### **Bar**

Opening hours 1100 -1330 and 1700 - open end.

### **Chit system**

Cash is generally not required on board. The bar, radio room, mail, souvenirs and laundry operates on the chit system. Your chits will be totaled and presented at the end of the expedition. See the Hotel Manager for this purpose. Please note the shop account will be collected and settled with the shop keeper directly. The currency onboard the ship is US Dollars.

### **Dining Rooms**

The normal opening hours are as follows (subject to the daily schedule)

Early Morning Coffee at the Coffee Station 0630

#### Portside Dining Room / Lounge:

Breakfast	0730 - 0900
Lunch	1230 - 1330
Afternoon Tea	1600 - 1700
Dinner	1930 - 2100

#### Officer Dining Room:

Breakfast	closed
Lunch	1230 - 1330
Afternoon Tea	closed
Dinner	1930 - 2045

### **Doctor**

If you need a consultation with the doctor, please contact him/her directly. The telephone number is listed in the daily program.

### **Emergency**

For EMERGENCY please inform the Bridge. If you have any other requests, please feel free to talk to one of the expedition staff or a crew member.

### **Elevator**

The elevator will not be working when the ship is rolling!

### Gratuities

Please refer to the information sent to you by Quark Expeditions before the beginning of the voyage. You may use cash, travelers' checks or charge it to your credit card (ship-board account). Guidelines will be sent out towards the end of the cruise.

### Lounge/Library

The library is located on Deck 5, starboard side. We have a well stocked library which you are welcome to use at any time. The lounge has a self-service coffee station and hot water for tea.

### Lost and found

Any found articles? Please bring them to the Office on Deck 7.

### Mail

If you would like to send mail from the ship, please write your cabin number and name on the top right corner. Then place your letter(s) and/or postcard(s) into the mailbox, which is located in the library. We will bill the postage to your shipboard account. The prices are attached to the mail box. In the library there is also a set of ship cachet stamps and an ink pad for marking outgoing mail.

### Office

The office will be open from 0930 – 1230 and 1700 – 1900. The office will be closed during landings. In the office we have a box to collect old batteries - please bring them for proper disposal.

### On Deck

The ship has a generous amount of open deck space, which you are free to use at any time. However, do not enter any roped off area and do not go onto the helicopter deck when helicopter preparations are taking place. Never go near the rear rotor of the helicopter. Please be especially careful on the helicopter deck as there is no protective railing. Be careful while walking on open decks as they can be very slippery.

### Payments

Payment can be made by credit card (Visa, MasterCard or Amex), travelers checks or cash. If you wish to pay by credit card for bar, laundry, radio, mail and gratuities please come with your card to the office for an imprint. Please note that the shop is operated by a concessionaire and has a separate payment system. Further information will be given before the end of the trip.

### Telephone calls/E-mail/Fax

Opening hours for the radio room will be listed on the daily program and/or posted next to the Radio Room on deck 9. Charges are US\$ 4.50 – 7.00 per minute.

### Safe

If you have valuables which you would like to put into the ship's safe, please see the Hotel Manager in the office on deck 7. You will be given an envelope which you will sign and seal prior to placing this into the safe.

### Shop

The shop is located on Deck 5. You can purchase souvenirs, film, drugstore items, candies, etc. The shop also operates on a chit system. However, your shop account will be separate to your ship board account. The opening hours will be announced in the daily program and/or on the bulletin board.

### Smoking

Smoking is only permitted in the bar and in your cabin (if your room mate agrees). Smoking is not permitted at any time in the Dining Room, Lecture Room, on the Bridge, Helicopter Deck or in or around the Zodiacs. Please refrain from smoking cigars. **DO NOT SMOKE IN BED!**

### Steps and Doorways

Please watch your step going out on deck, as there are high steps in many doorways. When passing through all doorways, and while in your cabin, please do not place your hands on the edge of the doors. A lurching movement could slam the door on your fingers.

### Swimming Pool / sauna / gym

The swimming pool (filled with sea water) is open every day from 0730 to 2400. Do not jump or dive into the swimming pool. Note: the pool will not be filled with water and the sauna will not be open if sea conditions are not favorable. The sauna is open from 1000 in the morning until midnight. See special times for women and men at the notice board.

### Take care

As on all ships please anticipate pitching and rolling, especially in the ice, as there will be sudden lurches, rolls and other motions as the ship collides with and works through the ice. Use the handrails whenever possible, especially going up stairways, ladders, etc.

## DAILY PROGRAM / EXPEDITION

### Announcements

Announcements will be made to alert you or remind you of certain events. Any announcements in Russian language are concerning crew members only. However, they are necessary for the ships operation.

### Daily Program

A daily program will be prepared and distributed to your cabin after dinner outlining the anticipated activities for the following day. A copy of the daily program is also posted at the bulletin board, near the Dining Room. Please save your daily programs if you wish, as we will not have extra copies of old daily programs at the end of the voyage.

### Flexibility

We will plan activities and schedules, but they are always subject to change at any time due to conditions that may occur. If a lecture is cancelled due to excursions, helicopter flights or spontaneous activities, it will be rescheduled for the next possible time. Use your daily program as a guide, but be flexible, because there will certainly be changes.

### **Helicopter Excursions**

During our voyage we will be offering helicopter sightseeing flights as part of the program. These will be arranged in groups so that boarding and flying can be done efficiently. You will choose which group you would like to be in and a sign up sheet will be posted in a place to be announced. The order of departure will change each landing. Helicopter flights can only take place when the weather conditions are suitable and when the helicopters are not needed for ice reconnaissance to assist navigation. You are required to sign a copy of the helicopter waiver prior to flying. In addition there will be a briefing regarding safety procedures which all must attend prior to offering flights. Finally we are required to record all flying times for all passengers. Again we trust you to understand our need to organize the flights for the benefit of all passengers. The helicopter loading area is aft, port side, bow deck. A tag system for leaving for and returning from helicopter and Zodiac travel will be explained at the briefing.

### **Itinerary**

This is an expedition in every sense, and our exact routing and itinerary is subject to weather conditions (constantly changing), our rate of progress through the ice, and many other factors. As with any expedition, information we collect en route is analyzed and taken into consideration. We will do our best to keep you informed over the P.A. system or directly, as changes may occur.

### **Life Vests**

You have been provided with a lightweight inflatable life jacket, which inflates automatically on contact with water. These life jackets must be worn on all Zodiac excursions. Please take care of your life jacket. It will be collected at the end of the cruise. Additionally there is a large "heavy duty" life jacket in your cabin, which is to be used in case of ship emergency and for life boat drills.

### **Open Bridge Policy**

You are invited to be on the Bridge at nearly all times, unless specifically asked to leave by the Captain or other officers. Please stay on the port side half of the Bridge as the starboard side is the navigation side. If in doubt please ask an officer. There may also be occasions when the officer on duty requires full visibility around the navigation console, so please do not crowd around the window if this occurs. Bridge etiquette also includes no eating, drinking or smoking.

### **Tag board – Deck 4**

Before disembarking, turn your tag (by cabin) to the red position and return it to the white position when you get back aboard.

### **Wildlife Watch**

During the time we are in areas where there is a possibility of sighting wildlife, the ship's officers and staff are constantly on the lookout, but do not hesitate to report a sighting to the Bridge or staff. If we are fortunate enough to sight wildlife, we will announce it from the Bridge to all cabins and decks, regardless of the hour. If you wish to go back to sleep, please do so.