

International Ocean Discovery Program  
*JOIDES Resolution* Science Operator  
Texas A&M University

FY22 Annual Program Plan to NSF

for the time period  
1 October 2021–30 September 2022

Amount proposed FY22: \$67,703,912

Respectively submitted to:  
National Science Foundation



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# 1. Executive summary

Texas A&M University (TAMU) acts as manager and science operator of the research vessel (R/V) *JOIDES Resolution* as a research facility for the International Ocean Discovery Program (IODP). Administrative services in support of *JOIDES Resolution* Science Operator (JRSO) activities are provided by the Texas A&M Research Foundation (TAMRF) through TAMU Sponsored Research Services (SRS).

## 1.1. Annual Program Plan overview

The complex nature of IODP operations requires Annual Program Plans spanning operational years to establish priorities and allow the procurement of long-lead time equipment and services. The IODP JRSO FY22 Annual Program Plan to the National Science Foundation (NSF) defines the JRSO scope of work for FY22 IODP activities and deliverables that are specifically covered under NSF Cooperative Agreement OCE-1326927. This Annual Program Plan is based on (1) the current mission forecast provided for JRSO by NSF and (2) the revised JRSO operations schedule approved by the *JOIDES Resolution* Facility Board (JRFB) in November 2020. The scope and budget justification of the activities described in the Annual Program Plan are derived from NSF guidance to JRSO.

The IODP JRSO FY22 Annual Program Plan includes discussion of JRSO goals, responsibilities, and deliverables, the operational schedule, descriptions of planned expeditions, and the organizational structure for science operations and platform operations activities. Section 1 provides budget definitions, assumptions, and directives used to construct the Annual Program Plan. Section 2 describes scheduled FY22 expedition operations. Section 3 covers organizational structure, personnel summary, and Management and Administration tasks. Section 4 provides an overview of subcontracts. Sections 5 through 9 address JRSO goals, deliverables, and budgets by department. Section 10 provides a summary of costs by expense category, a cumulative budget request detail by department, a detailed budget justification, and a table showing cost savings should any of the planned expeditions be canceled.

“Appendix I: JRSO IT security summary” provides information requested by NSF regarding information technology (IT) security policies, procedures, and practices employed by JRSO to protect contractual research and education activities. “Appendix II: recommended IODP JRSO program of insurance” provides information on risk management services provided to JRSO, including insurance policy monitoring, ongoing risk assessments, marine insurance negotiations, and claims settlement.

## 1.2. JRSO FY22 scope of work

As science operator of the *JOIDES Resolution* research facility, JRSO will provide wireline coring and logging services and technical, science, and engineering support for *JOIDES Resolution* expeditions (Sections 5 and 6); provide IT support, develop data applications, and manage digital databases (Section 7); curate core materials (Section 8); and publish pre- and postexpedition reports and research results (Section 9). These Program activities will be conducted in accordance with direction provided by the Program advisory panels and the JRFB and as outlined in the approved Annual Program Plan.

JRSO activities and deliverables associated with planning and preparation for *JOIDES Resolution* expeditions include conducting long-lead time planning for expeditions scheduled for future fiscal years, providing all necessary environmental assessments, and documenting operational challenges and risks. JRSO postexpedition activities, deliverables, and ongoing operational tasks include expedition reporting, facilitating expedition research, producing technical documentation, and continuing legacy work.

On behalf of JRSO and as outlined in this Annual Program Plan, TAMRF has contracted with ODL AS for the services of the *JOIDES Resolution* and with Schlumberger Technology Corporation (Schlumberger) for the provision of downhole logging equipment and engineering support (Section 4).

### 1.3. FY22 budget development

#### NSF guidance

NSF’s FY22 mission forecast for JRSO includes guidance to conduct four expeditions in FY22 and a budget upper limit of \$65,000,000.

#### FY22 budget assumptions

The total budget request of \$67,703,912 includes costs to support JRSO facility operations; science operations at sea and all costs in support of these operations such as planning, logistics, engineering science support, and so forth; core curation tasks at the Gulf Coast Repository (GCR); publications tasks; shore-based data management tasks; and other costs in support of maintaining US capability for continued scientific ocean drilling by IODP.

Assumptions about the operations schedule are outlined in Section 2. This plan provides JRSO’s best-effort estimate of FY22 costs. If additional funds are identified or expected costs can be avoided during the fiscal year, JRSO may, upon consultation with NSF, use these funds to purchase data management system equipment, drilling or science supplies, or high-priority capital replacement items in support of JRSO deliverables.

Fuel price volatility is a major risk factor for completion of the scheduled operations within the stated budget. Assumptions were made using the best available data to determine a prudent estimate for FY22 fuel costs; however, market conditions are subject to fluctuations that may result in a need for supplemental funding during the period of operations.

#### FY22 budget request

The FY22 JRSO budget summary in Table 1.1 shows the overall budget request by department. The line-item total requested for each department includes only direct costs. Subcontracts to ODL AS and Schlumberger are budgeted in Management and Administration. Cumulative JRSO costs are separated into total direct costs and indirect costs that make up the “grand total” budget.

Table 1.1. JRSO FY22 budget request by department.

Department	Cost
Management and Administration	46,562,069
Science Operations	6,930,833
Technical and Analytical Services	4,641,603
Development, IT, and Databases	2,987,494
Publication Services	1,722,646
JRSO total direct cost	62,844,645
JRSO modified total direct costs	18,689,480
JRSO indirect costs	4,859,267
<b>Grand total JRSO FY22 budget request</b>	<b>67,703,912</b>

## 2. Expedition operations

This Annual Program Plan is based on the following operations schedule published 10 March 2020 and includes two tie-up periods.

6 October–6 December 2021	Transit and Tie-up Period
6 December 2021–5 February 2022	Expedition 391: Walvis Ridge Hotspot
5 February–7 April 2022	Expedition 392: Agulhas Plateau Cretaceous Climate
7 April 2021–7 June 2022	Expedition 390: South Atlantic Transect 1
7 June–7 August 2022	Expedition 393: South Atlantic Transect 2
7 August–30 September 2022	TBD*

\*For the FY22 APP, we assumed that this TBD period would consist of a transit and tie-up period.

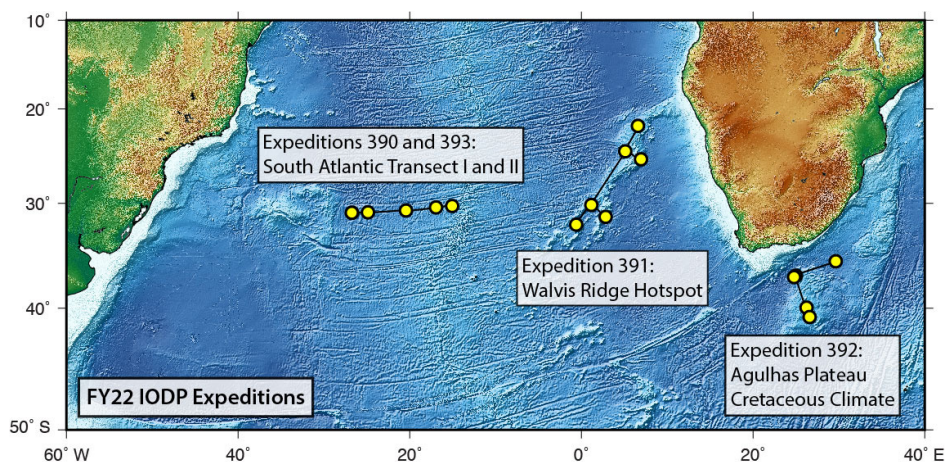


Figure 2.1. FY22 JRSO expedition site map.

### 2.1. FY22 expeditions

#### Expeditions 390 and 393: South Atlantic Transect 1 and 2

##### *Proposed operations*

The South Atlantic Transect (SAT) is a multidisciplinary scientific ocean drilling project that comprises two IODP expeditions, 390 (April–June 2022) and 393 (June–August 2022). These expeditions will recover complete sedimentary sections and the upper ~250 m of the underlying oceanic crust along a slow/intermediate spreading rate Mid-Atlantic Ridge (MAR) crustal flow line at ~31°S. The sediments along this transect were originally spot cored more than 50 years ago during Deep Sea Drilling Project (DSDP) Leg 3 to help verify the theories of seafloor spreading and plate tectonics. Given dramatic advances in drilling technology and analytical capabilities since Leg 3, many high-priority scientific objectives can be addressed by revisiting the transect. The SAT expeditions will target six primary sites on 7, 15, 31, 49, and 61 Ma ocean crust that will fill critical gaps in our sampling of intact in situ ocean crust with regard to crustal age, spreading rate, and sediment thickness. These sections are required to investigate the history of the low-temperature hydrothermal interactions between the aging ocean crust and the evolving South Atlantic Ocean and quantify past hydrothermal contributions to global geochemical cycles. The

transect traverses the previously unexplored sediment- and basalt-hosted deep biosphere beneath the South Atlantic Gyre, from which samples are essential to refine global biomass estimates and investigate microbial ecosystems' responses to variable conditions in a low-energy gyre and aging ocean crust. The drilling operations will include installation of reentry cones and casing to establish legacy boreholes for future basement hydrothermal and microbiological experiments. The transect is also located near World Ocean Circulation Experiment Line A10, providing access to records of carbonate chemistry and deepwater mass properties across the western South Atlantic through key Cenozoic intervals of elevated atmospheric CO<sub>2</sub> and rapid climate change. Reconstruction of the history of the Deep Western Boundary Current and deepwater formation in the Atlantic basins will yield crucial data to test hypotheses regarding the role of evolving thermohaline circulation patterns in climate change and the effects of tectonic gateways and climate on ocean acidification.

### *Logistics*

Operations for Expeditions 390 and 393 are budgeted based on an estimated 61 days each (5 in port, 14 in transit, and 43 in operations).

## **Expedition 391: Walvis Ridge Hotspot**

### *Proposed operations*

Walvis Ridge (WR) is a long-lived hotspot track that began with a continental flood basalt eruption during the initial opening of the South Atlantic Ocean (~132 Ma). WR stretches ~3300 km to the active volcanic islands of Tristan da Cunha and Gough, and it was originally paired with Rio Grande Rise (RGR) oceanic plateau. The characteristics of WR indicate that the source of the volcanism is the African large low-shear velocity province. The hotspot interacted with the MAR during its early history, producing WR and RGR through plume-ridge interaction. Valdivia Bank, a WR plateau paired with the main part of RGR, represents heightened hotspot output and may have formed with RGR around a microplate, disrupting the expected hotspot age progression. After producing a relatively uniform composition from ~120 to ~70 Ma, WR split into three seamount chains with distinct compositions around the time that the plume and MAR separated. With ~70 My of spatial zonation, the hotspot displays the longest-lived geochemical zonation known. Currently ~400 km wide with young volcanic islands at both ends, the hotspot track is far wider than other major hotspot tracks. Thus, WR displays global extremes with respect to (1) width of its hotspot track, (2) longevity of zonation, (3) division into separate chains, and (4) plume-ridge interaction involving a microplate, raising questions about the geodynamic evolution of this hotspot track.

Understanding WR is crucial for understanding the global variety of plume systems. To test hypotheses about mantle plume zonation, plume activity around a microplate, and hotspot drift, we will core at six locations along the older ridge to recover successions of basaltic lava flows ranging in age from ~64 to 103 Ma. Samples will help us trace the evolution of geochemical and isotopic signatures as the hotspot track became zoned, offering vital clues about compositional changes of the plume source and important implications for understanding the origin of hotspot zonation. Dating will show the age progression of volcanism both at individual sites and along the ridge, testing whether WR formed as a strictly age-progressive hotspot track and whether Valdivia Bank formed as a plume pulse, extended volcanism around a microplate, or possibly even a continental fragment. Paleomagnetic data will track paleolatitude changes of the hotspot, testing whether hotspot drift or true polar wander, or both, explain changes in paleolatitude.



### *Logistics*

Operations for Expedition 391 are budgeted based on an estimated 61 days (5 in port, 11 in transit, and 45 in operations).

## Expedition 392: Agulhas Plateau Cretaceous Climate

### *Proposed operations*

The long-term climate transition from the Cretaceous greenhouse to the late Paleogene icehouse provides an opportunity to study changes in Earth system dynamics associated with large changes in global temperature and atmospheric CO<sub>2</sub> levels. Elevated CO<sub>2</sub> levels during the mid-Cretaceous super greenhouse interval (~95–80 Ma) resulted in low meridional temperature gradients, and oceanic deposition during this time was punctuated by widespread episodes of severe anoxia, termed oceanic anoxic events, resulting in enhanced burial of organic carbon in conjunction with transient carbon isotope and temperature excursions. The prolonged interval of mid-Cretaceous warmth and subsequent Late Cretaceous–Paleogene climate trends, as well as intervening short-lived climate excursions, are poorly documented in the southern high latitudes. Expedition 392 aims to core five sites in the southwest Indian Ocean on the Agulhas Plateau and in the Transkei Basin, positioned at paleolatitudes of 65°–58°S during the Late Cretaceous (100–66 Ma) and in the new and evolving gateway between the South Atlantic, Southern Ocean, and southern Indian Ocean basins. Recovery of basement rocks and expanded sedimentary sequences from the Agulhas Plateau and Transkei Basin will provide a wealth of new data to (1) determine the nature and origin of the Agulhas Plateau and (2) significantly advance the understanding of how Cretaceous temperatures, ocean circulation, and sedimentation patterns evolved as CO<sub>2</sub> levels rose and fell and the breakup of Gondwana progressed. Importantly, Expedition 392 drilling will test competing hypotheses concerning Agulhas Plateau large igneous province formation and the role of deep ocean circulation changes through southern gateways in controlling Late Cretaceous–Paleogene climate evolution.

### *Logistics*

Operations for Expedition 392 are budgeted based on an estimated 61 days (5 in port, 6 in transit, and 50 in operations).

## 2.2. Expedition outreach

Berths will be made available for Onboard Outreach Officers during each expedition, and JRSO personnel will facilitate their activities; give port call tours if conditions allow; and work with the US Science Support Program (USSSP), the IODP Science Office, the IODP Forum, and the TAMU College of Geosciences on diversity and education issues and to further advance the Program through outreach.

## 3. Management and Administration

### 3.1. Organizational structure

JRSO's organizational structure directly reflects the responsibilities specified by NSF for technical and scientific management, administration, and operation of the *JOIDES Resolution*, including planning, coordinating, overseeing, reviewing, and reporting activities. The TAMU portion of the organization consists of four departments: Science Operations (SciOps); Technical and Analytical Services (TAS); Development, IT, and Databases (DITD); and Publication Services (Pubs). Managers of these departments report to the

JRSO Director, who is responsible for the Program’s overall management and performance. The Human Resources and Curation groups are part of the Director’s Office.

On-site administrative staff members dedicated to JRSO support are overseen by a General Manager who reports to the Executive Director of TAMU SRS. This separate reporting chain ensures that the administrative unit retains the independence to ensure regulatory compliance while working directly with JRSO staff to efficiently implement the Program. The Director’s Office and the Administrative Services group combined make up the Management and Administration portion of this Annual Program Plan.

On behalf of JRSO, and as outlined in this Annual Program Plan, TAMRF has contracted with ODL AS for the services of the *JOIDES Resolution* for use as the JRSO riserless drilling vessel and with Schlumberger for the provision of wireline logging equipment and engineering support (Section 4).

### 3.2. Personnel summary

The personnel summary table below presents an accounting of the cumulative estimated effort within each department. The table reflects actual senior personnel and departmental staffing as of 28 February 2021 plus projected staffing for FY22. Staffing levels may change annually due to unanticipated changes in the operations schedule and/or scope of work. The table does not show student workers or the dedicated Administrative Services, IT, and applications developer positions that are supported through indirect costs.

Table 3.1. FY22 personnel summary

Department/ senior personnel	Position titles	Personnel (#)
Management and Administration		8
Mitchell Malone	Director	1
	Curator	1
	Superintendent of Gulf Coast Repository	1
	Curatorial Specialists	3
	XRF Laboratory Manager	1
Marcia Walker	General Manager, JSRO Administrative Services	1
Science Operations		26
Katerina Petronotis	Manager of Science Operations	1
	Administrative Coordinator	1
	Clearance and Permitting Specialist	1
	Supervisor of Engineering and Logistics Support	1
	Staff Engineers	2
	Designers	3
	Staff Researcher	1
	Marine Logistics Coordinator	1
	International Shipping and Receiving Coordinator	1
	Shipping and Receiving Specialist	1
	Materials Technician	1
	Supervisor of Operational Support	1
	Operations Superintendent	1
	Operations Engineer	1
	Materials Specialist	1



Department/ senior personnel	Position titles	Personnel (#)
	Supervisor of Science Support	1
	Expedition Project Manager/Staff Scientist	7
Technical and Analytical Services		36
Gary Acton	Assistant Director and Manager of Technical and Analytical Services	1
	Business Coordinator	1
	Supervisor of Analytical Systems	1
	Supervisor of Technical Support	1
	Laboratory Officers	3
	Assistant Laboratory Officers	5
	Marine Laboratory Specialists (Research Associates/Research Specialists)	19
	Marine Instrumentation Specialists	4
	Data Analyst	1
Development, IT, and Databases		9
Jim Rosser	Manager of Development, IT, and Databases	1
	Supervisor of Databases and Archives	1
	Supervisor of Applications Development	1
	Software Applications Developer IV	2
	Software Application Developer II	4
Publication Services		19
Lorri Peters	Manager of Publication Services	1
	Supervisor of Editing	1
	Editors	4
	Publications Coordinator	1
	Business Coordinator	1
	Supervisor of Production	1
	Production Editors	4
	Supervisor of Graphics	1
	Graphics Specialists	5
<b>Total FY22 JRSO personnel</b>		<b>98</b>

### 3.3. Management and Administration goals

Management and Administration goals include planning, coordinating with other IODP-related entities, and overseeing, reviewing, and reporting IODP activities.

### 3.4. Management and Administration deliverables in FY22

#### Program planning

Develop and ensure implementation of Annual Program Plans.

#### Progress reporting

Provide content for and submit quarterly and annual reporting deliverables, including financial reports.

## Reporting and liaison activities

Report to and liaise with funding agencies and with IODP-related agencies (e.g., the JRFB, JRFB advisory panels, Program Member Offices [PMOs], and other national organizations and facility boards). Act as a liaison to IODP advisory and other panels, task forces, and workshops as appropriate.

## Project portfolio management

Manage large cross-departmental tasks and projects through teams using a formal project portfolio management approach to identify, categorize, review, evaluate, select, and prioritize proposed projects.

## Compliance support

Ensure compliance with university, state, and US federal statutes and rules governing research, including US export control regulations for all materials shipped to the *JOIDES Resolution*, including third-party instruments, and all scientific personnel sailing during a JRSO expedition.

## Contract services

Provide contract services for IODP-related activities, including negotiation, management, and contractual oversight of subcontracts.

## Other administrative services

Manage payroll, travel, procurement, invoicing, financial and subcontract reporting, equipment inventory, and risk management services for the Program.

## Human resources management

Assist with management and supervision of JRSO staff to ensure adherence to TAMU's policies and procedures for maintaining a well-trained and productive workforce and safe work environment.

## Legacy documentation

Routinely archive electronic copies of documents and reports produced by JRSO on behalf of IODP.

## 4. Subcontractors

The Administrative Services department manages subcontracts by implementing established policies and procedures that ensure compliance with the applicable laws, regulations, provisions, and obligations of the NSF cooperative agreement with JRSO. Establishment of subcontracts involves developing a detailed scope of work that outlines the operational responsibilities of the subcontractor, reviewing subcontractors' policies and agreements to ensure that applicable flow-down regulations are incorporated into any subagreements (e.g., shipboard catering), and monitoring subcontractors' adherence to the established scope of work through direct supervision, periodic meetings, and review of progress reports. Administrative Services staff review subcontractor invoices prior to payment and conduct periodic audits of subcontractors' financial records to ensure financial compliance with cost allowability and other contractual requirements.

## 4.1. Overseas Drilling Limited AS

ODL AS is responsible for safely conducting drilling and coring operations to meet the scientific goals outlined in the Annual Program Plan. These responsibilities include providing the marine crew, the drilling crew, and complete logistical requirements (i.e., ship supplies, drilling supplies, spare parts, and port call–related activities) in accordance with the approved Operations Plan. The JRSO Operations Superintendent monitors ODL AS adherence to their scope of work on board the *JOIDES Resolution*. In addition, JRSO SciOps staff review the required daily operations report that details logistical, scientific, and operational data. Expedition planning and crossover meetings held with ODL AS also ensure that the subcontractor adheres to the scope of work and scientific objectives. Review of ODL AS policies and agreements related to catering, travel, and purchasing ensure that applicable flow-down regulations are incorporated. Thorough review of invoices submitted prior to payment and periodic audit of ODL AS financial records ensure financial compliance with cost allowability and other contractual requirements.

## 4.2. Schlumberger Technology Corporation

Schlumberger provides wireline logging services associated with the design, installation, and operation of logging infrastructure on board the *JOIDES Resolution* to meet the scientific goals outlined in the Annual Program Plan. Two logging technicians sail on a rotating basis, working directly with JRSO staff throughout the expedition and assisting with logging projects on shore. This integration embeds logging operations in the SciOps department’s approach to planning, ensuring the Program’s goals are met in accordance with the approved operations plan and subcontract agreement. Detailed review of invoices submitted prior to payment ensures financial compliance.

## 4.3. Rutgers-IODP Core Repository

The Rutgers-IODP Core Repository archives cores obtained during ODP Legs 150X and 174AX. These cores are currently being used to answer questions pertaining to the Paleocene/Eocene Thermal Maximum, Cretaceous/Paleogene mass extinction, Cenozoic sea level change, and Holocene sea level rise. The Rutgers-IODP Core Repository maintains the cores, fills sampling requests, hosts visitors, maintains and improves databases related to these cores, and uses these cores in outreach to undergraduates, graduate students, and other geologists.

# 5. Science Operations

## 5.1. Science Operations goals

The SciOps department provides scientific, operational, engineering, and logistical planning and implementation for *JOIDES Resolution* drilling expeditions in response to the IODP science planning structure. SciOps goals include leading the scoping, planning, and implementation of science expeditions; interacting with and providing oversight to the drilling and logging subcontractors; conducting long-range operational planning for out-year JRSO expeditions; and utilizing IODP resources to oversee engineering development projects.

## 5.2. Science Operations deliverables in FY22

### Drilling proposal evaluation

Scope proposals and conduct risk assessment for proposed expeditions.

## Risk management

Engage a panel of experts (the TAMU Safety Panel) to participate in site reviews with the Environmental Protection and Safety Panel (EPSP) to provide independent recommendations to JRSO regarding drilling safety and environmental protection.

## Expedition planning and implementation

Provide scientific, engineering, operational, and logistical planning and execution for each scheduled expedition; interact with and provide oversight to the drilling subcontractor (ODL AS) and wireline logging subcontractor (Schlumberger); manage rig instrumentation; perform and oversee drilling, logging, and coring operations; plan and implement large projects; and conduct long-range operational and science planning for out-year expeditions.

## Expedition staffing

Provide selection and support for scientific staffing and Co-Chief Scientist selection for each scheduled JRSO expedition.

## Logistics support

Provide for expedition and shore-based activities including procurement, shipping, and inventory of equipment and supplies.

## Clearance/Environmental assessment

Obtain permits and clearances to drill in US waters as well as the Exclusive Economic Zones, Extended Continental Shelves, and territorial waters of potentially any coastal country; provide for environmental assessment services for protected species permitting associated with seismic operations; and ensure environmental protection and safety.

## Engineering support

Provide engineering support for maintaining and developing shipboard and shore-based drilling, coring, logging, and downhole systems, including third-party developments and long-lead time borehole installation projects, for each scheduled JRSO expedition.

## Scientific leadership

Provide scientific leadership within JRSO for expeditions, projects, and Laboratory Working Groups and provide scientific leadership on board the *JOIDES Resolution* during expeditions.

## Progress reporting

Provide expedition-related reports and content for expedition publications (e.g., Scientific Prospectus, Preliminary Report, etc.). Provide content for shipboard and shore-based reporting deliverables (e.g., daily and weekly ship reports, site summaries, and JRSO quarterly and annual reports).

## Liaison activities

Act as a liaison to IODP advisory and other panels, task forces, and workshops as appropriate.

## Education/Outreach support

Facilitate activities of Onboard Outreach Officers, give port call tours, and participate in efforts to further advance the Program through outreach.

## Legacy documentation

Routinely archive electronic copies of documents and reports produced by JRSO on behalf of IODP, including expedition science and operations reports.

# 6. Technical and Analytical Services

## 6.1. Technical and Analytical Services goals

The TAS department oversees the laboratories and facilitates core curation, handling, and shipping. TAS stocks, maintains, upgrades, and staffs the shipboard and shore-based laboratories. TAS goals include managing the complex supply chain for stocking the shipboard laboratories; operating scientific instruments and providing support to shipboard scientists in making scientific measurements; educating scientists about laboratory-specific and general shipboard safety requirements; maintaining, repairing, and developing scientific equipment and laboratories while at sea to enable expedition staff to meet scientific objectives; providing support for downhole tools and measurements; establishing quality assurance/quality control (QA/QC) for measurements made in the laboratories; archiving shipboard data and ensuring they are made available in an open-access repository; responding to data requests from the scientific community; and supporting shore-based laboratories.

## 6.2. Technical and Analytical Services deliverables in FY22

### Analytical systems

Support and maintain shipboard and shore-based analytical facilities, tools, instruments, and associated QA/QC protocols.

### Laboratory working groups

Provide oversight, research direction, and advice on corrective actions and potential developments for laboratories and QA for the methods, procedures, and analytical systems both on the *JOIDES Resolution* and on shore through regular review of cruise evaluations, expedition technical reports, issues management communications, and interactions with members of the science community.

### Shipboard laboratory support

Ensure shipboard laboratory safety, handle core, oversee and assist in shipboard analytical measurements, manage and troubleshoot issues in the shipboard laboratories, ensure effective capture and transfer of expedition data to database systems, manage supply chain for shipboard consumables, and support Science Parties in achieving scientific objectives.

### Expedition data services

Ensure the accuracy and completeness of data collected for each expedition, submit data to national data repositories and an open-access repository, and respond to data requests from the scientific community.

## Scientific leadership

Provide scientific leadership within JRSO for project management and in Laboratory Working Groups.

## Progress reporting

Provide content for reporting deliverables (e.g., JRSO quarterly and annual reports).

## Liaison activities

Act as a liaison to IODP advisory and other panels, task forces, and workshops as appropriate.

## Education/Outreach support

Facilitate activities of Onboard Outreach Officers, give port call tours, and participate in efforts to further advance the Program through outreach.

## Legacy documentation

Routinely archive electronic copies of documents and reports produced by JRSO on behalf of IODP.

# 7. Development, IT, and Databases

## 7.1. Development, IT, and Databases goals

The DITD department oversees JRSO data collection/storage, management, and archiving; maintains IT infrastructure on ship and shore; develops and maintains instrument-specific software for data acquisition and dissemination; and manages the Programs' extensive databases.

DITD goals include managing data supporting IODP activities, managing expedition and postexpedition data, providing long-term archival access to data, and supporting IT services.

## 7.2. Development, IT, and Databases deliverables in FY22

### Expedition data services

Maintain and manage databases that support expedition planning and data collected during expeditions, operate and maintain data management and harvesting systems (including QA/QC for storage and archival of expedition and postexpedition data, such as core and sample tracking), ensure data integrity, and plan data handling for special/third-party science equipment.

### Program-wide data query services

Provide JRSO customers with access to expedition databases and data using web-based services.

### Operation and maintenance

Operate and maintain computer and network systems both on ship and on shore; maintain IT infrastructure, including satellite communications, personal computers, and network instrumentation hosts; and, to the extent possible, maintain congruency between ship and shore system architectures.

### IT service support

Provide help desk services and support IT needs of visiting scientists.

## Security services

Monitor and protect JRSO network and server resources to ensure safe, reliable operation and security for IODP data and IT resources.

## Software development

Provide software development services as needed, maintain software, and provide training support for shipboard scientists as necessary.

## Project Portfolio Management

Administer the JRSO project portfolio management program.

## Reporting

Provide content for reporting deliverables (e.g., JRSO quarterly and annual reports). Act as a liaison to IODP advisory and other panels, task forces, and workshops as appropriate.

## Expedition outreach

Support outreach activities at sea by providing access to internet collaboration services such as ship-to-shore web conferencing.

## Documentation

Maintain electronic copies of all IT architecture and corresponding services configurations.

# 8. Core Curation

## 8.1. Core Curation goals

The Core Curation unit's major responsibilities are to curate, archive, and manage cores and samples collected by the Program. Core Curation goals include providing pre-expedition and shipboard curatorial services; postexpedition services including Sample Allocation Committee (SAC) support, sample parties, and post moratorium sampling; X-ray fluorescence (XRF) scanning services including programmatic and personal measurements and digital imaging; core storage and preservation; and educational use of the core collection including tours and use of the repository for classes and workshops.

## 8.2. Core Curation deliverables in FY22

### Sample and curation policy and procedures

Work with other IODP facilities and the IODP advisory panel to review and revise the IODP Sample, Data, and Obligations Policy as needed and implement a policy for IODP core curation. Work closely with staff to coordinate, standardize, and document curatorial procedures for IODP cores and samples. Work with DITD and TAS to develop new software solutions designed to replace the curation software application SampleMaster and to replace the IODP Sample and Data Request webpage.



## Sample and curation strategies

Plan sample and curation strategies for upcoming JRSO expeditions and review all shipboard and moratorium-related requests in coordination with the other members of SAC for each expedition. Coordinate with the SAC and plan and execute shore-based sample parties for cores ultimately stored at the GCR and Kochi Core Center (KCC). Assist with preparation for Bremen Core Repository (BCR) sample parties.

## Core sampling

Provide a curatorial specialist on board the *JOIDES Resolution* to develop, coordinate, and execute site-sampling plans and supervise core sampling during ship operations.

## Core curation and sample requests

Conduct all responsibilities associated with curating core collections at the GCR and supporting core sampling, analysis, and education; fulfill postmoratorium sample requests from the scientific community; and provide technical expertise in interactions with KCC and BCR in support of sampling and curating core material obtained from NSF-funded scientific ocean drilling and housed at the KCC and BCR.

## Use of core collection and education and outreach support

Promote outreach use of the core collection in collaboration with Institute for Marine-Earth Exploration and Engineering (MarE3) (previously known as Center for Deep Earth Exploration [CDEX]) and European Consortium for Ocean Research Drilling (ECORD) Science Operator (ESO) education/outreach personnel and other science partners by providing materials for display at meetings or museums, conducting tours, and supporting other JRSO outreach activities.

## Onshore XRF scanning

Provide support and oversight of the XRF scanning laboratory at the GCR. Train users in the basic operation of the equipment. Develop models for optimizing data interpretation; provide pre- and postanalysis support. Support high-resolution digital imaging.

## Progress reporting

Provide content for reporting deliverables (e.g., JRSO quarterly and annual reports).

## Liaison activities

Act as a liaison to IODP advisory and other panels, task forces, and workshops as appropriate. Participate in annual IODP curatorial staff meeting.

## Core storage and preservation

Maintain and, where possible, improve the core storage facility. Receive, sort, and store core and residue shipments from the *JOIDES Resolution*, including temporary storage of KCC and BCR cores (shipped from the *JOIDES Resolution* for XRF scanning). Coordinate core shipments to the KCC. Shrink-wrap and maintain the collection.

## Legacy documentation

Routinely archive electronic copies of documents and reports produced by JRSO on behalf of IODP.

## 9. Publication Services

### 9.1. Publication Services goals

The Pubs department is responsible for producing IODP scientific publications, from pre-expedition planning documents (i.e., *Scientific Prospectuses*) to postexpedition *Proceedings* volumes, technical documentation (policies and procedures), and Program reporting deliverables, along with bibliographic and citation management.

Pubs goals include providing publications support services for JRSO drilling expeditions and editing, production, and graphics services for all required reports and scientific publications as defined in the JRSO cooperative agreement with NSF. IODP publications for FY22 will include quarterly and annual reports for JRSO and a Scientific Prospectus, Preliminary Report, and *Proceedings of the International Ocean Discovery Program* volume and data reports for each JRSO, ESO, and MarE3 expedition.

### 9.2. Publication Services deliverables in FY22

#### Shipboard publications support

Provide a Publications Specialist for publications support and report coordination during each FY22 JRSO expedition and ESO shore-based science party.

#### Postexpedition editorial meetings

Provide editorial, graphics, and production support during JRSO, ESO, and MarE3 postexpedition editorial meetings.

#### IODP scientific publishing

Produce scientific reports for JRSO, ESO, and MarE3 (*Scientific Prospectuses* and *Preliminary Reports*) and expedition reports *Proceedings* volumes for JRSO, ESO, and MarE3 expeditions that will be either published or in production during FY22.

#### Publications coordination

Manage the peer-review process for Integrated Ocean Drilling Program and IODP *Proceedings* data reports and synthesis papers and provide centralized record keeping of Integrated Ocean Drilling Program and IODP postexpedition research submissions and publications in outside literature; track shipboard party publication obligations and reviewer activities.

#### Website maintenance

Maintain and manage the ship and shore websites (<http://iodp.tamu.edu>, <http://publications.iodp.org>, and <http://www.ship.iodp.tamu.edu>) and legacy websites (<http://www.odplegacy.org>, <http://www-odp.tamu.edu/publications>, and <http://www.deepseadrilling.org>).

#### Bibliography and citation management

Manage postexpedition publication citation records, maintain cumulative Program and expedition-related bibliographies and make these available as downloadable markup format (RIS) files, prepare annual report of Program-related citation statistics, and respond to special requests for Program-related citation data.

## Discovery and accessibility

Maintain and update IODP publications and expedition-related research collections at ScienceOpen researcher portal, TAMU Elements database, OakTrust Digital Library, and EBSCO information services and register extended metadata (including author ORCiDs, licensing, funding, updates, text mining, and reference information) at CrossRef.

## Publication archiving

Maintain the print archive of DSDP and ODP publications at HathiTrust and the digital archive of DSDP, ODP, Integrated Ocean Drilling Program, and IODP publications at the Internet Archive.

## Progress reporting

Edit and produce the JRSO FY21 Quarter 4 report, three JRSO FY22 quarterly reports, the JRSO FY21 Annual Report, and the JRSO FY23 Annual Program Plan, including original versions and all revisions required by NSF.

## Expedition outreach

Facilitate activities of Onboard Outreach Officers during JRSO expeditions.

## Legacy and technical documentation

Routinely archive electronic copies of all documents, reports, technical documentation, and scientific publications produced by the JRSO on behalf of IODP.

## Integrated Ocean Drilling Program closeout activities

Complete and archive expedition publications (e.g., publish data reports and synthesis papers in the *Proceedings of the Integrated Ocean Drilling Program* and update expedition-related citation lists associated with Integrated Ocean Drilling Program legacy program expeditions).

# 10. JRSO FY22 budget

The budget summary and detailed departmental budgets in this section describe the overall JRSO FY22 budget requests to provide a framework for interpreting fiscal data in quarterly reports delivered to NSF by JRSO.

Table 10.1 provides the cumulative total for each major expense category in the JRSO FY22 budget, Table 10.2 shows the detailed budget request for each department, and Section 10.1 outlines the potential cost savings by expedition that would result from elimination of a scheduled expedition. The budget explanation for each expense category is provided in Section 10.2.

Table 10.1. FY22 expense category summary.

Expense category	Cost
Salaries and fringes	10,858,161
Equipment	771,000
Travel	1,183,600
Materials and supplies	2,699,625
Consultant/professional services	1,518,526

Expense category	Cost
Computer services	80,000
Subcontracts	43,384,165
Other direct costs	2,349,568
Shipping	708,718
Communication	87,202
Business conferences	37,625
Training	175,923
Insurance	608,147
Maintenance and repair	584,118
Other	147,835
<b>JRSO total direct costs</b>	<b>62,844,645</b>
JRSO total modified direct costs	18,689,480
JRSO indirect costs	4,859,267
<b>Grand total JRSO FY22 budget request</b>	<b>67,703,912</b>

Table 10.2. FY22 JRSO budget detail by department.

Department/expense category	Cost
<b>Management and Administration</b>	
Salaries and fringes	1,057,680
Equipment	5,000
Travel	185,200
Materials and supplies	67,600
Consultant/professional services	964,568
Computer Services	80,000
Subcontracts	43,384,165
<i>Overseas Drilling Limited</i>	39,524,927
Day rate	30,353,089
Fuel and lubricants	4,988,820
Per diem	596,088
Port calls	1,469,000
Travel—ODL AS	867,000
Insurance— <i>JOIDES Resolution</i>	764,602
Other	486,328
<i>Schlumberger Technology Corporation</i>	3,794,238
Day rate	3,566,838
Supplies	15,000
Shipping	10,000
Travel	40,500
Equipment rental	79,400
Maintenance and repair	82,500
<i>Rutgers-IODP Core Repository</i>	65,000
Salaries and fringes	40,402
Materials and supplies	999
Indirect costs	23,599
Other direct costs	817,856
Shipping	25,900

Department/expense category	Cost
Communication	80,990
Business conferences	37,625
Training	30,129
Insurance	593,147
Maintenance and repair	18,305
Other	31,760
<b>Total Management and Administration direct costs</b>	<b>46,562,069</b>
<b>Science Operations</b>	
Salaries and fringes	3,358,623
Equipment	18,000
Travel	242,900
Materials and supplies	2,093,557
Consultant/professional services	400,350
Computer Services	0
Subcontracts	0
Other direct costs	817,403
Shipping	676,118
Communication	500
Training	17,500
Insurance	15,000
Maintenance and repair	12,400
Other	95,885
<b>Total Science Operations direct costs</b>	<b>6,930,833</b>
<b>Technical and Analytical Services</b>	
Salaries and fringes	3,488,053
Equipment	240,000
Travel	506,100
Materials and supplies	298,800
Consultant/professional services	2,000
Computer Services	0
Subcontracts	0
Other direct costs	106,650
Shipping	6,700
Training	39,250
Maintenance and repair	59,000
Other	1,700
<b>Total Technical and Analytical Services direct costs</b>	<b>4,641,603</b>
<b>Development, IT, and Databases</b>	
Salaries and fringes	1,350,434
Equipment	508,000
Travel	193,100
Materials and supplies	214,668
Consultant/professional services	135,008
Computer Services	0
Subcontracts	0

Department/expense category	Cost
Other direct costs	586,284
Communication	5,712
Training	68,644
Maintenance and repair	494,413
Other	17,515
<b>Total Development, IT, and Databases direct costs</b>	<b>2,987,494</b>
<b>Publication Services</b>	
Salaries and fringes	1,603,371
Equipment	0
Travel	56,300
Materials and supplies	25,000
Consultant/professional services	16,000
Computer Services	0
Subcontracts	0
Other direct costs	21,375
Training	20,400
Other	975
<b>Total Publication Services direct costs</b>	<b>1,722,646</b>
JRSO total direct costs	62,844,645
JRSO total modified total direct costs	18,689,480
JRSO indirect costs	4,859,267
<b>Grand total JRSO FY22 budget request</b>	<b>67,703,912</b>

## 10.1. Expense category definitions

### Salaries and fringe benefits

Salaries, fringe benefits, and sea pay, including an anticipated cost-of-living allowance for staff supporting the Program (see Table 3.1). Fringe rates are calculated based on actual costs.

### Equipment

Procurement, upgrade, or fabrication of operational equipment with an acquisition cost of more than \$5,000, including tools and equipment in support of logging operations and computer and network equipment to replace aged network models, workstations, and plotters as well as new workstations for new staff. Costs associated directly with equipment (computer, scientific, and drilling) intended solely for use on the ship over a period of time greater than one expedition, equipment purchased for a specific expedition, and the pro rata cost of shore-based equipment used partially to support expedition activities. Operational equipment replacement and acquisition of parts and spare units for downhole tools. Acquisition of new analytical systems and capital replacement or upgrades of failed or obsolete laboratory equipment. Estimated equipment costs are projected based on potential for loss during operations and the need for replacement and are calculated using current quotes on file.

### Travel

Transportation, per diem, lodging, and other associated costs.

### *Domestic*

Travel to IODP meetings and workshops, pre- and postexpedition planning meetings; subcontractor, insurance, and vendor meetings; and professional conferences. Travel costs to bring off-site JRSO staff to participate in on-site meetings. Costs are estimated at \$1,500 per domestic trip based on the current published government per diem rates.

### *International*

Travel for personnel attending international Program meetings and workshops and for personnel who will work at port calls, sail during expeditions, and/or work on the ship during transits or tie-up periods. Costs are estimated at \$5,000 for regular meetings and \$4,500 for port calls/expeditions based on the expedition schedule, the current published government per diem rates, and estimated air travel costs specific to the port call location.

### Materials and supplies

Operational, engineering, laboratory, and logistical supplies for shipboard and shore-based analytical and engineering laboratory and test facilities and expeditions, including long-lead time hardware for FY23 expeditions. Cost estimates for drill and core bits, core liner, hardware, bulk materials, and coring supplies are calculated based on expedition-specific requirements such as estimated penetration, core recovery, lithology, and potential hole instability. Standard reference material; shipboard laboratory consumables and safety supplies; specialized supplies for core sampling and curation tasks; expendables and small hardware for continued operation and maintenance of IT resources; digital photographic supplies for processing images on shore; general operational and office supplies, including printer and copier supplies and paper; noninventory equipment costing less than \$5,000; software purchases and upgrades, software subscriptions, volume licensing agreements, concurrent usage software agreements, electronic media, and other computer supplies; costs of office furniture, including replacing broken or aging furniture; and general safety and cleaning supplies.

### Consultant/professional services

Costs for expert assistance, including annual physical examinations for seagoing personnel, external printing and copier services, vehicle and warehouse equipment repair, testing and calibration of laboratory instruments and equipment, inspection and refurbishment of tubulars (drill pipe, knobbies, and outer core barrel components), machine shop services, oversight of inspection and refurbishment of drill pipe, environmental evaluations, facilities repair, lease of off-premises records storage facility, visitor parking permits, back-up services, IT expert assistance services, TAMU Physical Plant services, temporary labor, tuition for graduate assistant non-teaching (GANT) positions, transfer fees, and weather reports. Consultant and contract services, including services in support of network and videoconferencing equipment, engineering evaluation services as needed, and liaisons to selected panels as needed. American Geosciences Institute (AGI) Scientific Ocean Drilling Bibliographic Database fee for inclusion of new citations, Science Open fee for featuring publications, CrossRef annual membership and administrative costs, digital object identifier (DOI) registration charges, CrossMark registration charges, and publications archiving fees.

### Computing services

Use of TAMU's financial and management information system (FAMIS), including the Program's share of costs based on the number of entry lines.



## Subcontracts

Consultant and contract services.

### ODL AS

Subcontract for operations of the *JOIDES Resolution*. Costs related to this subcontract include the following.

#### Day rate

Vessel staffing for the subcontractor's sailing crew and drilling personnel, not including the cost of JRSO personnel or scientists aboard the ship. The day rate varies according to the mode of the ship, which is operating (drilling or cruising) or standby (in port). Although it is a fixed rate per day, the day rate is adjusted for changes in the Consumer Price Index-Urban (CPI-U) and Employment Cost Index (ECI). The budgeted amount is based on 365 days, including one extended port call/tie-up period, and allows for one CPI-U adjustment and two ECI adjustments of 2.25% each. The anticipated operating/cruising and standby day rates, respectively, are \$81,692.87 and \$79,012.26 through 30 November 2021, adjusted to \$82,078.87 and \$79,385.59 through 31 December 2021, and adjusted to \$82,466.69 and \$79,760.69 for the remainder of the fiscal year.

In addition to the day rate described above, a separate supplemental day rate of \$2,000 is included in the budget. It represents IODP's contribution to the estimated costs for major dry dock activities scheduled to occur in FY24 that are required after a vessel has been in service for 45 years. The supplemental day rate is expected to remain in effect through 30 September 2024 and will not be subject to escalation by movement of the CPI-U or ECI.

#### Fuel and lubricants

Fuel to be purchased for the riserless vessel is estimated at 7,300 metric tons (mt) of Marine Gas Oil (MGO). This total includes 1,700 mt in Las Palmas, Canary Islands (en route from Kristiansand to Cape Town); two refuelings of 1,100 mt each at Cape Town, South Africa; two refuelings of 1,200 mt each in Montevideo, Uruguay; and a final refueling of 1,000 mt in Lisbon, Portugal. Quantities are based on ODL's fuel forecast as of 3 March 2021. All prices per metric ton were obtained from the *Livebunkers* website on 5 March 2021. Because those prices remain unusually low due to COVID-19's effects on the global economy, a 10% inflation factor was added to FY22 pricing.

#### Per diem

Shipboard catering costs associated with meals and berthing on the vessel and cleaning of the laboratory stack. For normal scientific operations, it is assumed there will be 60 persons on board (POB). During non-coring transits, it is estimated there will only be 25 POB. The lower number of personnel on board for non-coring transits is based on previous staffing schedules in similar circumstances and other information on anticipated staffing requirements obtained from the JRSO Manager of Science Operations. Expeditions 396T, 391, and 392 are planned to operate under the IODP COVID-19 protocol established in 2020, with only 33 persons on board during 391 and 392 to accommodate social-distancing standards. The daily cost per person for 60 POB is \$35.28. A slightly higher rate of \$42.77 per person is charged when the POB count is reduced to 33, and the charge increases to \$54.67 with 25 POB during transits. No escalation factor is included, as rates are increased every two years, with the last increase of

approximately 2% becoming effective on 1 January 2021. Per diem for the ship subcontractor's sailing crew and drilling personnel is paid as part of the "Day rate" above.

#### Port call costs

Vessel port agent's expenses, subcontractor freight, and meals and lodging costs incurred during subcontractor's crew rotations for six port calls. Port calls are scheduled in Cape Town, South Africa (three port calls); Montevideo, Uruguay (two port calls); and Lisbon, Portugal. Each port call's duration is expected to be 5 days, except for the second extended Montevideo port call, which is expected to be 40 days before transiting to Lisbon.

#### Insurance—*JOIDES Resolution*

Annual insurance premiums for subcontractor and TAMRF, including subcontractor's premium costs for All Risks Marine Hull and Machinery (H&M) insurance and TAMRF premium costs for Cargo, Equipment, Control of Well, Excess Liabilities, Foreign General Liability, Contingent Auto Liability, Foreign Workers' Compensation, Contractor's Pollution, and Charterers Liability insurance are included. Also included is coverage for the rental of a mud motor during Expedition 390.

#### Travel—ODL

Subcontractor transportation, including airfare for ship subcontractor's crews to/from six scheduled crew changes: Cape Town, South Africa, for Expeditions 391, 392, and 390; Montevideo, Uruguay, for Expeditions 390 and 393; and Lisbon, Portugal, for the expedition to be determined. The estimate is based on a crew of 60 personnel with various domestic and international originating fly points arriving and departing each port call.

#### Other—ODL

Nonroutine expenses that are not identified with any other budget categories. These include very small aperture terminal (VSAT) communications services between the ship and shore, minor maintenance and repair not covered by ODL's day rate, medivac costs, and additional ODL personnel costs. Also included are costs resulting from precautionary measures and staffing requirements due to COVID-19. COVID-related costs include testing, personal protection equipment (PPE), hotel cleaning and room service charges, and crew member salaries during quarantine periods before and after each expedition. COVID-19 costs are included for Expeditions 396T, 391, and 392.

#### *Schlumberger wireline logging subcontractor*

Subcontract for the provision of a standard suite of tools, engineer services, software support, mobilization services, and specialty tools as needed; support for a dedicated engineer on the ship for each expedition and support from the base of operations; and the services of a district engineer, staff engineer, electronics technician, and special services engineer as needed. Costs (including shipping charges) related to leasing equipment needed for wireline fishing, back-off and severing services, day rate, and travel expenses for the wireline logging engineer, and day rate for tool insurance for the deployment of downhole logging tools.

#### Other direct costs

Costs not covered in other categories.

### *Shipping*

Postage, express mail, and freight, including general postage and express mail/courier services for regular correspondence, scientific reports, small packages, and data and photo requests; shipping materials, equipment, and supplies to and from expeditions; regular-sized sample shipments to scientists; and costs for special shipments of deep-frozen microbiological samples, U-channels, and so on. Estimated costs are based on historical averages of similar shipments for standard items sent to the ship for each expedition and expedition-specific items.

### *Communication*

Standard telephone line, long distance, and fax charges; cellular phone charges; satellite; and cost of web and video conferencing as needed. Cost for VSAT communication and Inmarsat communication to and from the *JOIDES Resolution*.

### *Business conferences*

Catering, supply, and incidental costs associated with hosting pre- and postexpedition meetings, EPSP, core sampling events, educational workshops, on-site training events, and visits to the GCR. The cost per meeting is based on 3 years' expense data prior to the pandemic for these meetings. IODP JRSO hosts approximately 21 meetings per year.

### *Training*

Registration, transportation, per diem, and lodging expenses related to professional courses and meetings and online training courses.

### *Insurance*

Annual insurance premiums for JRSO vehicles.

### *Maintenance and repair*

Equipment service agreements and noncontracted maintenance and repair of equipment in warehouse, forklift, overhead cranes, loading dock equipment, deep freezers, shrink-wrap and bagging machinery, office equipment, copiers, postage meter, imaging equipment such as cameras, vehicle fleet, and IT computer hardware and software. Drilling, coring, logging, laboratory, repository, and safety equipment.

### *Equipment rental*

Rental of equipment when it is more economical to rent than purchase, including conference equipment, mud motors, and water coolers.

### *Recruiting and relocation*

Employee recruitment costs, including local, internet, and science and trade journal advertisements, and other costs related to filling/replacing positions and recruiting professional staff. Relocation costs for new employees.

### *Library*

Technical books, journals, and other resources, including subscriptions to professional publications and documentation materials required for reference.

### **Indirect costs**

The TAMU off-campus indirect cost rate of 26% modified total direct cost (MTDC) is applied to this cooperative agreement. MTDC is calculated as total direct costs minus costs in exempt categories (e.g., equipment and subcontract costs over \$25,000).

## Appendix I: IT security summary

### Policies and procedures

Texas A&M University's (TAMU's) Information Security Controls Catalog is available at <https://it.tamu.edu/policy>. Additionally, TAMU Rules and Standard Administrative Procedures are available at University Rules and SAPs - Texas A&M University (<https://www.tamu.edu>).

The JRSO policy for shipboard communications is available at <https://goo.gl/SrILWS>.

All employees must take yearly information security awareness training as required by TAMU. As part of this training, all users are required to acknowledge that they have read, understand, and will comply with university requirements regarding computer security policies and procedures.

### Risk assessment

JRSO completes an annual information security risk assessment report as required by TAMU and the State of Texas. The results are electronically reviewed by the Supervisor of Information Technology, department manager, Director of Science Services, and College of Geosciences Dean and then filed with the TAMU Division of IT Risk Management Office for further assessment and follow-up.

### Roles and responsibilities

System Administrator, Marine Computer Specialist, and Service Desk Specialist (departmental IT personnel) responsibilities include

- Applying platform technical safeguards,
- Applying critical system patches within 30 days of release,
- Supplying the first-level response (i.e., restoration services) to any security breach, and
- Immediately reporting any security breach to the Supervisor of Information Technology & Support.

Supervisor of Information Technology responsibilities include

- Assuring that best practices are followed in the administration of systems;
- Reporting criminal activity under applicable state code concerning computer or telecommunications crimes to the department manager, Director, College of Geosciences Dean, and TAMU's Chief Information Security Officer or designee;
- Determining if a violation rises to the standard of fraud or fraudulent action and reporting it to the department manager, Director, and College of Geosciences Dean; and
- Determining the physical and electronic evidence to be gathered as part of incident investigation such as initiating, completing, and documenting the incident investigation.

### Technical safeguards

Departmental IT personnel shall test security patches prior to implementation where practical. Departmental IT personnel are encouraged to have hardware resources available for testing security patches in the case of special applications.

Departmental IT personnel shall ensure that vendor-supplied patches are routinely acquired, systematically tested, and installed promptly based on TAMU policy.

Departmental IT personnel shall enable security features included in vendor-supplied systems in accordance with best practices, including but not limited to firewalls, virus scanning and malicious code protections, multifactor authentication, and other file protections, where possible. Audit logging shall also be enabled. User privileges shall be set utilizing the “least privileges” and “separation of duties” concepts in accordance with TAMU policy to provide the minimum amount of access required to perform job functions and minimize risk. Separation of duties includes dividing mission functions and system support functions among different individuals or roles, conducting system support functions with different individuals (e.g., configuration management, system management, applications development, and network security), and ensuring that security personnel administering access control functions do not also administer audit functions. The use of passwords shall be enabled in accordance with TAMU policies referenced below. When feasible, multifactor authentication shall be used by system and network administrators when accessing IT infrastructure with elevated privileges.

Departmental IT personnel shall disable or change the password of default accounts.

Departmental IT personnel or their designee shall test servers, especially for known vulnerabilities, periodically or when new vulnerabilities are announced.

Departmental IT personnel shall seek and implement best practices for securing their particular system platform(s).

## Physical safeguards

After business hours, JRSO building entry is allowed via identification (ID)/keycard. Information is logged and available for retrieval at a later date. An access list is maintained by the Building Proctor. Entry into JRSO and TAMU data centers on shore is granted only to authorized personnel whose job responsibilities require access to the facility and to vendors when necessary. JRSO’s data center is secured using centrally controlled electronic locks with swipe card access capability. TAMU’s data center is secured 24/7 using biometric access capability and armed guard(s).

## Data center information

Power to the JRSO shore data center is provided via 50 kVA uninterruptible power supply (UPS) and matching power distribution unit (PDU). In case of power outage, power is supplied to UPS and backup heating, ventilation, and air-conditioning (HVAC) by a diesel generator. The computer room is protected from fire by a halon fire suppression system.

TAMU’s West Campus Data Center is a 50,000 square foot facility with up to 30,000 square feet of raised floor, HVAC services providing 7.4M BTU/hr cooling capacity, two 2.5 MW generators for backup power, three UPS systems totaling 4,000 kVA, and Very Early Warning Aspirating Smoke Detection (VESDA) and fire suppression systems.

## Data backups

Incremental backups are completed on a daily basis, and full backups are completed weekly. One full backup copy is kept locally, and another is removed to off-site storage every 30 days.

## Cybersecurity breach notification procedures

In the event of a cybersecurity breach:

1. Departmental IT personnel have information security roles and responsibilities that take priority over normal duties.
2. Departmental IT personnel are responsible for notifying the Supervisor of Information Technology and department manager and initiating the appropriate action, including restoration. The department manager will notify the Director and TAMU's Chief Information Security Officer or designee.
3. Departmental IT personnel are responsible for determining the physical and electronic evidence to be gathered as part of the incident investigation, such as initiating, completing, and documenting the incident investigation.
4. Departmental IT personnel shall report security incidents that may involve criminal activity under their respective state's penal code to TAMU's Chief Information Security Officer or designee.
5. If fraud or theft is suspected as part of security incident detection, the person detecting the incident shall follow their respective system policies concerning the control of fraud and fraudulent actions.
6. If there is a substantial likelihood that security incidents could be propagated to other systems beyond departmental control, Departmental IT shall report/escalate such incidents as soon as an incident is identified.
7. The Supervisor of Information Technology shall send an after-action report to the TAMU Chief Information Security Officer or designee by email to [security@tamu.edu](mailto:security@tamu.edu).

## Security measures for nonemployees

All subcontractors, researchers, and others who have access to the systems employed in support of this contract are required to follow all TAMU and JRSO security policies.



## Appendix II: recommended program of insurance

Texas A&M Research Foundation (TAMRF) will utilize the risk management services of Texas A&M University (TAMU), which will include insurance policy monitoring, ongoing risk assessments, marine insurance negotiations, and claims settlement. TAMRF's established relationship with the London insurance market coupled with the Program's safety history have enabled TAMU staff to obtain cost-effective premiums. TAMU staff have used market relationships, attention to detail, and clear communication to educate insurance brokers and underwriters to the specific risks involved in deep-ocean coring and foster an understanding of risk mitigation along with differentiation from the common risks incurred during energy-related drilling.

Premium negotiations include documentation and explanation of specific exposures, estimated payroll costs, estimated operational time, confirmation of valuation, and operational history. As a result of proactive risk management, communication, and education, the Program's premiums have historically averaged less than the energy market, and terms and conditions for insurance coverage have been more favorable than the norm in the energy sector. The premiums in the table below are preliminary estimates subject to underwriter confirmation in FY21.

The FY22 proposed program of insurance for mitigation of drilling risks and marine/employer's liability is depicted in the following table. In addition, TAMU, on behalf of the *JOIDES Resolution* Science Operator (JRSO), will assess specialty risks and procure insurance if warranted.

<b>JRSO FY22 program of insurance details</b>			
<b>Program of insurance with government indemnification</b>	<b>Coverage limits</b>	<b>Deductible</b>	<b>Estimated annual premiums</b>
Hull & Machinery and Removal of Wreck <sup>1</sup>	190,000,000	250,000	764,602
Control of Well (COW)	25,000,000	50,000	101,827
Seepage & Pollution Liability <sup>2</sup>	1,000,000	Included in COW	Included in COW
Cargo	5,000,000	25,000	44,272
Third Party Property/Equipment	10,000,000	25,000	28,003
Charterer's Legal Liability	1,000,000	10,000	14,392
Contractor's Pollution Liability—Gradual	10,000,000	1,000,000	27,000
Umbrella	200,000,000	Underlying policy limits	297,507
Worker's Compensation & Maritime Employer's Liability	1,000,000	None	49,488
Comprehensive General & Automobile Liability	1,000,000	None	36,863
<b>Total estimated annual premiums</b>			<b>\$1,363,954</b>

<sup>1</sup> Carried by ship subcontractor (ODL AS) and reimbursed by TAMRF.

<sup>2</sup> Included in Control of Well Policy and covered under the Umbrella.