



Inter-Agency Transport and Logistics Standard Operating Procedures (SOPs)

Context

On September 30, 2009 a powerful earthquake struck off the western Sumatra coast in Indonesia, measuring 7.6 on the Richter scale. The epicenter was 45 kilometers west-northwest of the port city of Padang, Sumatra (population approximately 900,000). This was followed by an additional two quakes. Official death toll stands at 809 (as of 13 October 2009), and it is estimated that 133,739 houses have been severely damaged.

OVERVIEW

This document provides an overview of the logistics services coordinated by the Logistics Cluster for all humanitarian actors, regarding humanitarian assistance, under the leadership of WFP.

The objective of the implementation of these services is to provide temporary storage and delivery of humanitarian assistance in an efficient, coordinated manner which will also facilitate prioritization.

These services are not intended to replace the logistics capacity of the agencies or organizations but rather supplement through the provision of common services.

These services will be offered for a limited period of time until **31 December 2009** and may be withdrawn, in part or in full, for the following reasons:

- Changes in the situation on the ground
- No longer a perceived need for prioritisation, facilitation or/and coordination
- Funding constraints

This document will be updated as the situation on the ground evolves and as the available logistics options change.

Humanitarian Actors are not obliged to use these logistics services. However, it is strongly felt that a common and coordinated approach to most efficiently meet the needs of beneficiaries is of utmost importance.

SUMMARY OF INTER-AGENCY TRANSPORT AND LOGISTICS SERVICES:

A Logistics Cluster cell has been established in Padang, under the overall supervision of Jakarta and with the support of the Global Logistics Cluster Cell in WFP Rome.

The following common services are provided to the humanitarian community under the coordination of the Logistics Cluster.

1. Transportation

Transportation from Padang to the final distribution points is provided by IOM through the Logistics Cluster. Request forms are available through the Logistics Cluster or can be downloaded at the following link: <http://www.logcluster.org/idn09a/supply-chain/IOM-Transfer-Request-Form/view>



Inter-Agency Transport and Logistics Standard Operating Procedures (SOPs)

2. Storage

Five Mobile Storage Tents are made available to the humanitarian actors: three in Padang and two in Pariaman Padang. These assets are managed by WFP and will be used for temporary storage of Food and Non-Food Items. This capacity can be augmented upon request. Storage capacity has also been provided to the local government. Request forms for the inter-agency storage assets are available through the Logistics Cluster and can be downloaded at the following link: http://www.logcluster.org/idn09a/supply-chain/Storage_Request_Form/view

3. Coordination

Coordination and information-management is provided through the Logistics Cluster meetings in Padang. This forum will consolidate and maximize utilization of the available assets of all Logistics Cluster members. This forum is also used to address any logistics concerns relating to the distribution of humanitarian relief items, and coordinate assessments to the affected areas. The Logistics Cluster is linking members with service providers. All information pertaining to the logistics of the humanitarian response will be consolidated in a common information portal reachable at the following link: <http://www.logcluster.org/idn09a>

4. Government Counterpart

All activities will be coordinated with the National Disaster Management Authority (BNBP).

HOW TO ACCESS THE SERVICES:

All services are currently operating on 7 days per week. The point of contact for all inquires and temporary storage requests: E-mail to Indonesia.logs@logcluster.org

All requests should be submitted at least 48 hrs in advance of required movement.

The Cluster will facilitate the cargo and dispatch schedule, based on the humanitarian priorities.

IOM Land Transfer Request Form: IOM are providing individual movement of cargo available through the Land Transfer Request Form, downloadable at the following link: <http://www.logcluster.org/idn09a/supply-chain/IOM-Transfer-Request-Form/view>

Notification should be sent to the following email address: operationspadang@iom.int.

Truck requests can also be given directly to IOM at their office Jl. Batang Naras no. 6, Padang.

- Storage Request Form (SRF): Storage facilities have been made available to all agencies and organisations. However, they are not intended for longer term storage. This requires that organisations carefully manage their pipeline. To meet this requirement, organisations should prepare and provide a forecast of intended shipments to the Logistics Cluster in advance prior to submission of actual request.
- Notification should be sent to Indonesia.logs@logcluster.org using the Temporary Storage request form downloadable at <http://www.logcluster.org/idn09a/>



INDONESIA LOGISTICS CLUSTER

Inter-Agency Transport and Logistics Standard Operating Procedures (**SOPs**)

Conditions of Service for Common Storage – Liability:

When providing services under the SOPs, WFP acts as an agent for the Service Users. All contracts are entered into on behalf the Service Users. WFP assumes no responsibility for any loss or damage to Goods carried or stored under the SOPs.

Service Users are responsible for making adequate arrangements for the insurance of their goods.

WFP undertake the services in good faith and will ensure that the services are carried out with due diligence.

WFP assumes no responsibility for amounts which cannot be recovered but will extend their assistance to the Service Users / their Insurers with regard to any reasonable recovery action that they may contemplate at their own costs and risks.

- Hazardous Goods and Temperature-Controlled Items:
- Logistics Cluster is not able to accept hazardous goods for transportation
- Logistics Cluster is not in a position to offer temperature controlled transport or storage.
- Deliveries to Final Destination.
- Consignee (organisation and person name) + contact details must be clearly provided.
- All cargo being delivered into a hub or staging area must be clearly marked with the organisation's name, and preferable also SFR number.

Cargo Updates and Enquiries:

All enquiries on the status of cargo call forwards should be made by email to Indonesia.logs@logcluster.org