KYRGYZSTAN LOGISTICS CLUSTER – MEETING MINUTES

Kyrgyzstan Crisis
Bishkek
June 28, 2010

Participants: USAID/OFDA, HelpAge International, Save the Children, UNICEF, ACTED, UN RCO

Action Points:
- Members are kindly requested to review and provide comments on the Standard Operating Procedures and Guidelines on Customs Clearance posted on the website
- OFDA/USAID will inquire about the possibility of providing lifting machinery to UNICEF at Bishkek airport

1. Review of Meeting Minutes and Action Points from the last meeting:
   - No comments received on the minutes of Logistics Cluster meeting from 24 June
   - All participants have been added to the Logistics Cluster mailing list
   - Logistics Cluster posted the bi-lingual version of the Convoy Request Form on the website

2. Warehouse in Bishkek:
   - Logistics Cluster visited the storage facility with UNICEF. The facility has the capacity of 1,500 m². Organisations can request to store relief cargo by completing the Temporary Storage Request form and submit to kyrgyzstan.cargo@logcluster.org.
   - UNHCR cargo is currently stored in the warehouse and is planned to be cleared on 30 June, thus making space available for incoming cargo.
   - Some organisations are setting up their own warehouse facilities in Bishkek.

3. Convoy Requests:
   - Meeting was held with the Ministry of Transport on June 28. The Kyrgyz Republic strongly recommended that the Logistics Cluster consolidate humanitarian convoy requests from organisations. Requests for humanitarian convoy escorts should be made 48 hours in advance and a completed Convoy Request Form should be submitted to kyrgyzstan.cargo@logcluster.org.
   - The convoy scheduled for Wednesday, 30 June, is fully booked. However, if an organisation has an urgent cargo transport request, contact the Logistics Cluster officer if this can be still arranged.
   - For the time being, the convoys are scheduled on an ad hoc basis.

4. Standard Operating Procedures (SOPs):
   - The SOPs were posted on the website (www.logcluster.org/ops/khz10a/SOPs/view): they describe the procedure for requesting storage space in the Logistics Cluster warehouses.
   - Participants are kindly requested to review the document and comment.

5. Update on the pipeline
   - UNICEF has air cargo (approximately 70 mt) arriving in Bishkek and requested assistance of USAF (United States Air Force) with lifting machinery. OFDA/USAID have responded and is looking into possibilities of providing lifting machinery at the Manas airport in Bishkek.

6. Procedures for Customs Clearance
Logistics Cluster compiled a document outlining the procedures for customs clearance and declaration of incoming cargo as ‘humanitarian aid’ by the State Agency for Social Protection. Participants have been requested to provide comments and the document will be posted on the website shortly.

7. Activities in Jalalabad

- ACTED has opened a warehouse in Jalalabad and is storing items from UNICEF. They sent 15 monitors to conduct an assessment and are expecting consolidated results in the coming days.
- Logistics Cluster is standing by to set up mobile storage units (MSUs) for storage if needs are expressed by the humanitarian community.
- UNICEF reported that the humanitarian convoy, organised by Logistics Cluster on Wednesday, 30 June, will be carrying items that will be sent to Jalalabad, to the warehouse managed by ACTED and directly to the targeted hospitals.

8. AOB

- Save the Children inquired if UNHCR will be distributing radio equipment for the radio communication being set up. Logistics Cluster provided the contact for UNHCR.

Next meeting:

The meeting scheduled for Wednesday, 30 June has been postponed. The new time and date will be determined shortly and communicated to Logistics Cluster participants.