

MEETING MINUTES

Haradh, Yemen

22 October 2012

Chair: Logistics Cluster Coordinator

Participants: Logistics Cluster, UNICEF, OCHA, UNHCR, IOM, MSF-S, CARE, CSSW, OXFAM, WFP, IR

- Action Points:**
- The Logistics Cluster to share SOPs, and other forms required to access both the fuel provision and air services with humanitarian organisations based in Haradh.
 - The Logistics Cluster to follow up with organisations based in Haradh to improve communications.
 - A regular Logistics Coordination meeting with organisations based in Haradh will be established.
 - Humanitarian organisations to coordinate with, and contact the Logistics Cluster teams in Sana'a and Haradh for any information related Logistics Cluster issues.

AGENDA:

1. LOGISTICS CLUSTER COORDINATION AND INFORMATION SHARING
2. WFP FLIGHTS INFORMATION
3. WFP FUEL PROVISION SERVICE

LOGISTICS CLUSTER COORDINATION AND INFORMATION SHARING

- The first Logistics Cluster coordination meeting outside of Sana'a was held; humanitarian organisations based in Haradh were invited to attend.
- The participants requested that regular Logistics Cluster coordination meetings be held outside of Sana'a to enable greater information sharing and improved access to the Logistics Cluster's coordination mechanisms and services.
- The Logistics Cluster will update the contact information list for all humanitarian organisations based in Haradh.
- The WFP Head of Sub-Office and the Logistics Cluster Fuel Storekeeper based in Haradh will coordinate and provide information related to Logistics Cluster activities to organisations in the area, especially concerning the fuel provision service.

WFP FLIGHTS INFORMATION

- WFP, through the Logistic Cluster, provides Air Passenger Service to Sa'adah and Hodeidah (four flights per month) to humanitarian organisations.
- Organisations based in Haradh are encouraged to make use of the WFP flight into Hodeidah, as it is the closes destination to Haradh.
- The WFP flight into Hodeidah does not required security clearance from the government; therefore it operates on a more reliable schedule.
- The schedule for WFP flights (Date and time) may be adjusted depending on demand and needs. Also, the Logistics Cluster can arrange special flights for humanitarian organisations, based on requests and needs.
- The WFP flight procedures explained in the Standard Operating Procedures (SOPs) will be shared with humanitarian organisations.
- Participants to the meeting requested that the Logistics Cluster follow up with WFP Aviation concerning the possibility of operating flights in the Haradh area.
- While there is no airstrip in Haradh, the Logistics Cluster will investigate the possibility of conducting further assessments in the area, specifically in Abbs (30 km South of Haradh) where there is military airstrip.

WFP FUEL PROVISION SERVICE

- The Logistic Cluster has established a fuel distribution system in Haradh. For additional details please contact the Logistics Cluster Coordinator.

- Humanitarian Organisations to submit Pro-forma invoices to the Logistics Cluster for the Fuel Provision Service.
- A Fuel Storekeeper, based in Haradh, has been recruited to facilitate the fuel provision service; for additional information please contact the Logistics Cluster Coordinator.(contact detail: Mr. Huweidy Said 736143337)
- The Logistics Cluster will share the SOP and other related documents required to access the Fuel Provision Service.

Contacts:

Website: <http://www.logcluster.org>

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