WFP Logistics Coordination Unit (LCU)
The World Food Programme's Common Logistics Services and Coordination, and support to the Non-Food Items and Emergency Shelter Sector in Sudan

Nyala South Darfur

South Darfur
UNHAS User Group Meeting
MINUTES – 09 NOVEMBER 2011

Date: Wednesday 09 November 2011 – 1500 to 1530 hours
Location: OCHA Conference Room, OCHA Compound – Nyala
Present: WFP-LCU, UNHAS, OCHA.

1. Agenda Item 1:
   Approval of last meetings minutes;
   a. The previous meetings minutes were approved, by the attendees.

2. Agenda Item 2:
   Approval of agenda;
   a. The meeting agenda was approved, with no additional items to be included for the participants.

3. Agenda Item 3:
   UNHAS flight schedule;
   a. The UNHAS flight schedule for South Darfur remains the same, with no changes. A number of locations on the schedule were not recently served due to lack of demand by users.
   b. The flight schedule for deep field locations are determined the day before the schedule is circulated, with cancellations the priority.
   c. The flight schedule to East Jebel Marra has no change, with accessibility limited.

4. Agenda Item 4:
   UNHAS announcements;
   a. Due to the security situation in the deep field (including Gereida and Ed-Dain), flight decision to these areas requires pre-flight information and updates (security protection, weather condition etc), by the focal points of the air strip and flight zone conditions prior to landing.
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b. The South Darfur UNHAS user group meetings will be conducted on a quarterly basis as per the consensus among the meeting participants. However, information from Khartoum will still be circulated at the earliest opportunity on a regular basis and Ad-Hoc meetings will be called for, if urgent issues arise.

5. Agenda Item 5:
UNHAS service and recommendations;
a. Users are requested to plan accordingly, flights from deep field to Khartoum via Nyala visa-versa. UNHAS has suggested that agencies withdraw individuals from deep field locations a minimum of 24 hours in advance for onward travel.

6. Agenda Item 6:
AOB;
a. Transfer of patients without identity cards.
   i. In case of medical patients transfer, agencies are requested to follow the UNHAS medical evacuation procedure along with doctor's certificate for fit to fly. For the special circumstances, such as the patient does not hold a valid English ID card, agency are requested to contact the UNHAS representative for the further advise. Flight operator does not possess the authorization to bring them on board unless the UNHAS representative approves. In addition, the head of office for the respective agency is to ensure the patient has the signed documentation in English and present it to the captain prior to boarding the aircraft.
   ii. Due to the separation of Sudan, the flight schedule for South Sudan has been suspended. The flight schedule is to be updated, once completed the revised schedule will be circulated.
   iii. Agencies requiring a breakdown of travel costs and confirmation of the individuals who have travelled on UNHAS flights, are requested to contact the UNHAS Khartoum finance department.

7. Agenda Item 7:
Date and venue of next meeting;
a. Next meeting will be on Wednesday 08 February 2012 commencing at 01500Hrs, within the OCHA conference room Nyala.

b. List below, is a list of the attendees and contact details;
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