

**LOCATION:** Office of Civil Defence (OCD) Tacloban

**DATE:** 25<sup>th</sup> November 2013

**CHAIR:** Logistics Cluster Coordinator

**PARTICIPANTS:** UPS, Salvation Army, Tearfund, IMC, UNHAS, ECHO, UNICEF, OXFAM, WFP Solidarités, Save the Children, Arche Nova, ACTED, Plan International, WHO.

- ACTION POINTS:**
- The Logistics Cluster to inform on commercial shipping options to Ormoc.
  - Participants to fill in Service Request Forms (SRFs) in order to ensure smooth cargo movement operations and tracking.
  - Users to submit their supplier details and rates to the Logistics Cluster IM Officer for a shared list to ensure that costs remain level and no one is being overcharged.
  - Participants asked to share any information they may have on shipping from Mindanao.

- AGENDA:**
1. SITUATION UPDATE
  2. ROUND TABLE
  3. AOB

## 1. SITUATION UPDATE

### *Shipping*

- The WFP-contracted vessel MV Super Shuttle Ro-Ro 5 has been contracted for one month to provide cargo transport for the humanitarian community from Cebu to Tacloban. Rotations are expected to take place every five days. A tentative schedule will be posted on the Logistics Cluster website. The vessel has a capacity of 2,400 mt (91 trucks). Organizations wishing to do so can also send their cargo on trucks from Cebu and drive them off in Tacloban.
- The Super Shuttle arrived in Tacloban on November 24. Over 300 mt of inter-agency cargo for UNHCR, UNICEF, World Vision and DFID was on board. This included two forklifts, two telescopic handlers for container operations and a fuel bowser, which is part of a donation of logistics equipment sent by DFID to assist logistics operations in Tacloban. All cargo was immediately moved forward for distribution with no need for warehousing.
- The next sailing for this vessel is scheduled to take place on 28 November. Cut-off time to load cargo in Cebu for Tacloban is 12:00 noon.
- A port captain and a dedicated port logistics officer have arrived in Tacloban to support humanitarian operations. A Logistics Officer is also at the port in Cebu to assist with loading operations.
- Through the Logistics Emergency Team (LET), Maersk is offering 4 reefer containers from Cebu to Tacloban and can provide generators for cold chain if requested. Users should contact the Logistics Cluster to take advantage of this offer.
- WFP and the Logistics Cluster have been investigating commercial shipping routes from Cebu to Ormoc. Details will be published on the website at: [www.logcluster.org](http://www.logcluster.org).
- As of the next sailing, in order to help prevent congestion at the port, WFP and the Logistics Cluster will provide offloading and transport for cargo to the “MSU Farm” for goods destined for storage. For those receiving their goods directly for onward movement, offloading and labour will be provided but organizations should have their own trucks ready at the port to receive the cargo according to schedule.

- In order to access this service, organisations must submit a Service Request Form (SRF). Confirmation will be provided within 24 hours of submission and this document should be presented upon loading at Cebu port. Consignees in Tacloban will be notified by the Logistics Cluster about the arrival of their goods so they can arrange accordingly.
- As of November 24, some cargo from the MV Don Alfredo was still at Tacloban port awaiting reception and removal. The Logistics Cluster provided trucks to UNHCR in order to speed up removal of these goods to avoid congestion and demurrage.
- Service Request Forms and Standard Operating Procedures (SOPs) for transport and warehousing are available on the Logistics Cluster website at: <http://www.logcluster.org/ops/phl13a>.

### **Road Transport**

- Logistics Cluster services are not intended to compete with the local transport market. Since there are currently readily available commercial transporters in the area, a common road transport service is not being established in Tacloban at this time. However the Logistics Cluster is augmenting the capacity of organizations as required in order to speed up the delivery of priority relief cargo including Shelter and WASH items. This includes the provision of a fleet of 10 wheelers trucks (20 - 25 mt capacity) for the next few days to UNHCR for offloading and distribution. So far a total of 21 trucks have been provided to UNHCR.
- 7 trucks were also provided to UNICEF to assist with offloading from the vessel.
- The Logistics Cluster in Tacloban remains ready to assist any humanitarian organization facing difficulties with trucking capacity.
- A local transporter list has been compiled and made available at: <http://logcluster.org/ops/phl13a/tacloban-transporters-list-contact-details>.
- The Logistics Cluster is providing support for the government both to shuttle food and water within Tacloban and with the overland transport of relief items ex-Tacloban to Ormoc and Guiuan. 10 trucks have now been dedicated to the Department of Social Welfare and Development (DSWD) for their use over the next month. Another 5 will be provided to bring relief items from Legazpi to forward locations.
- Road transport is also being provided to take urgent fuel supplies to Guiuan for the humanitarian community working there. The fuel is being donated by Fuel Relief Fund.

### **Warehousing**

- The first 5 Mobile Storage Units (MSU) at the MSU Farm were installed over the weekend, as well as one for ACF. 5 logistics experts have arrived from Brindisi to assist with the erection of MSUs and prefabs. There will be additional space on the land available for organizations to establish their own dedicated MSUs if required. Assistance with erecting facilities can be provided. Requests for a slot should be addressed to the Logistics Cluster.
- Fencing and lighting are being established and the police are currently on site to ensure security. WFP will also be hiring a security company.
- Labour on the site for offloading will be provided through the Logistics Cluster. It is hoped that sufficient labour will be secured to also provide labour to load for onward movement, however for now organizations are requested to supply their own labour.
- Inter-agency storage at this site will be transit storage only for the time being, and organizations are expected to move their goods through within 72 hours.
- For those requiring storage in the interagency warehouses, SRFs can be found at: [www.logcluster.org/ops/phl13a](http://www.logcluster.org/ops/phl13a)  
This should be completed with as much detail as possible and submitted to the Logistics Cluster via the email

marked on the form. For those with no connectivity, it can be done in person at the Logistics Cluster Office in Tacloban City Hall.

- Users were asked to share any information about commercial warehousing with the Logistics Cluster for those organizations needing to rent facilities.
- 1 inter-agency MSU remains at the warehouse to help minimize airport congestion, however air operations are now scaling down and soon this will no longer be required. At this point it will be handed over to the DSWD as a staging area.
- 1 MSU has been donated and set up WHO and 2 for DSWD in Tacloban. Two more are planned for the DSWD as well as one for the Municipality of Palo.

#### **UNHAS**

- A dedicated 8-seat King Air 350 fixed-wing aircraft and 2 Sirkorsky 76 helicopters are now based in Cebu to serve Roxas, Ormoc, Guiuan and Tacloban. The helicopters have been contracted for an initial period of one month. This is extendable depending on the situation.
- Only the helicopters will fly into Tacloban, using the stadium for landing due to congestion at the airport. They will accommodate passengers as well as some light cargo.
- A booking office has now been established in Cebu.
- The updated passenger schedule and booking forms are posted on the Logistics Cluster website at: <http://www.logcluster.org/ops/phl13a/unhas>. Passengers should book before 12:00 noon the day before and provide all necessary details including weight of cargo and the required destination in order for UNHAS to establish fuel provisions and flight planning.
- UNHAS now has a dedicated Air Transport Officer (ATO) on the ground in Tacloban.
- There is sufficient commercial capacity between Manila and Cebu, and UNHAS is not planning to serve this route for now.
- Organizations are required to provide one or two flight focal points who will submit all booking requests for that organization. Their details should be provided to [unhas.philippines@wfp.org](mailto:unhas.philippines@wfp.org) as soon as possible.

#### **Ormoc**

- The Australian Military is in place in Ormoc with heavy equipment and has been providing assistance to the humanitarian community.
- 2 MSUs are available for inter-agency storage. The situation is being monitored and more will be erected if required.
- No lack of commercial transport has been reported for Ormoc and there are currently no plans to establish a common fleet in that location. However the Logistics Cluster remains ready to assist should the necessity arise.
- Warehousing, Coordination and Information Management have been identified as the current logistics gaps in this area.
- The next Logistics Cluster meeting will be held in Ormoc on Tuesday, November 26 at 14:00 and will continue on a weekly basis.

#### **Guiuan**

- There is a severe lack of airport equipment, warehousing and fuel in Guiuan.
- The Logistics Cluster will be addressing the issue of airport equipment and assistance with the LET and will report back on possible support for continuing air ops in and out of Guiuan.
- Two MSUs have now been erected and will be available for interagency storage.

- Local fuel facilities are being refurbished but this may take another 10 to 15 days to complete.
- The first Logistics Cluster meeting in Guiuan took place on Monday November 25, at 19:30. Users will be asked to provide their requirements in terms of logistics support.

#### ***Civ/Mil and Tacloban Airport***

- The US Military demobilization is complete. The Japanese Military are operating Chinook helicopter deliveries to forward locations.
- To avoid any congestion at the airport, the Logistics Cluster will provide transport for goods coming in by air to the MSU Farm in order to clear cargo from the tarmac as soon as possible.
- The departure of the US Military may leave a gap in heavy lifting equipment at the airport. WFP has placed three of the forklifts donated by DFID at Tacloban airport in order to ensure continued capacity. However should organizations be bringing in more than 2 mt on one single lift, they are requested to inform the Logistics Cluster since another heavier forklift may need to be sourced. It is advised that all cargo coming by air into Tacloban should be broken down into smaller loads.
- A presence at the airport will be maintained until further notice. However participants confirmed that none of them are expecting to bring further cargo into Tacloban by air.
- A coordination meeting is held at the airport on Mondays, Wednesdays and Fridays at 4 pm at the WFP prefab to focus on reducing congestion at the airport and streamlining operations. This meeting is open to any organization wanting to attend.

#### ***Cargo Tracking***

- The Logistics Cluster has a dedicated Cargo Tracking Officer in Tacloban who is available to assist organizations with their requests for transport and warehousing.
- Participants are required to fill in a Service Request Form for all requests for transport and storage. Confirmation will then be provided within 24 hours of submission with a tracking number allowing users to access the status of their request online. Users are reminded that the SFR is the only way to avoid gaps in service and ensure the proper tracking of all cargo.
- For those with limited internet access, the form can either be submitted by partners in Cebu or in person at the Logistics Cluster office in City Hall, Tacloban. Organizations should remind their partners in Cebu to keep them informed of any incoming cargo and provide them with the tracking number in order to avoid bottlenecks when the goods arrive.
- The movement of over 950 mt of interagency goods, the equivalent of 126 shipping containers, has been facilitated by the Logistics Cluster as of November 25. 53% of this has been Shelter goods, 16% WASH, 15% food and nutrition (not including WFP), 9% Health and 7% Logistics Support.

## **2. ROUND TABLE**

- Arche Nova expressed a need for some urgent support in terms of trucking capacity from the Logistics Cluster. This will be provided.
- ACTED has found a 200 m<sup>2</sup> warehouse with cold chain capacity as well as refrigerated trucks. There is a lot of damage to the roof but it is still functional. The details have been provided to the Logistics Cluster to be made available on request.
- Participants were requested to provide any information available on cargo ferry services from Mindanau to the

Logistics Cluster since this route may be required for the transport of relief cargo.

- Users requested a suppliers' list of local warehouses and transport which includes the prices organizations are paying in order to ensure that costs remain level and no one is being overcharged. Logistics Cluster participants are all invited to submit their supplier details and rates to the Logistics Cluster IMO, who will compile this list.

### 3. AOB

- The next Logistics Cluster Meeting will be held at the OCD on Thursday, 28 November at 19:00 hrs. If any major updates should arise they will be shared through the mailing list.

#### **Contacts:**

##### **TACLOBAN**

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