

LOGISTICS CLUSTER—MEETING MINUTES

WFP Office, Sana'a

Date: 15 February 2011, (11.00-12:00) One Hour

Participant Organizations: UNHCR, UNICEF, WFP, Save the Children, Islamic Relief, MSF-F, MSF-S

Action Point: Update UNHAS air operation to Sa'ada

Action Point: Cost Recovery Payment Status

Action Point: UNHAS Air Safety Training in Feb 21-24

Action Point: AOB

Participants Feedback:

- **Due to the** increased the number of passengers and more demand on the flight to Sa'ada, requested the Logistics Cluster circulate quarterly, the UNHAS flight schedule for advance booking and planning.
- Participants also heeded the initiative of WFP to share information within the cluster group to identify gaps and work together to overlap them, sharing information regarding road security clearances procedures and updates, the list of transporters, routes and information regarding warehouse facilities in Sana'a or other parts of Yemen to Logistics Cluster Participants.
- Logistics Cluster members once again showed their interest for third party service in terms of warehousing and transport.

1. Update UNHAS air operation to Sa`ada.

- Due to an increased number of passengers and demand, WFP will be working with YJV, air service provider, to commit to a higher number of flights per months. This will ensure UNHAS can provide the air service operation to all UN and INGOs who works in Sa'ada.
- Light Cargo can be taken on aircraft according to space availability, sometimes flight has less number of passengers, therefore can take more cargo. Each agency can send its cargo Air Way Bill (Attached) 48 hours in advance and check with WFP Aviation officer for accommodation of the cargo and space availability. SAOP clarify this in more details.

2. Cost Recovery Payment Status.

- Cost recovery would be used for the Special Operation. The money that is saved will operate special flights and covers any gaps that are not provided by the donors. The flight cost to Sa`ada increased from USD 5,600 to USD 6,200 the gap was covered from the Cost Recovery. Also from Mid December 2010 until end of January 2011, there was no fund available for UNHAS, therefore all the cost has been paid from the cost recovery.
- We requested to all Cluster members to check with their finance department on the process of the payment, Suggesting that the aviation payment be separated from other payments when they proceed to WFP account.

3. UNHAS Air safety training 21-24 February.

The training preparation is already complete. Trainer from Rome aviation unit will arrive on the 20 Feb.
Agencies are requested to send names of nominees ASAP.

4. AOB

- **Ware House Third Service Provider:** The WFP office in Yemen is coordinating with WFP Head Quarters for the implementation of a third party service. Any updates and any other information will be communicated through Logistics Cluster to the participants.
- **Maps:** The list of maps which is available in WFP will be sent to the Logistics Cluster participants and WFP can provide the maps by request. Also you can find some maps posted on ; <http://ochaonline.un.org/>
- **Inter Cluster Global Mission:** From 12 -18 March, an inter cluster global mission will visit Yemen, the ToR has been circulated by OCHA and further meeting with each cluster would be communicated accordingly.

[Next meeting: 7th March 2011 WFP Office at 11:00 am](#)

Contacts Logistics Cluster Officer

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