
LOGISTICS CLUSTER–MEETING MINUTES

WFP Office, Sana'a

Date: 7 March 2011, 11.00-12:00

Chair: Logistics Cluster Coordinator – Qaseem Ghausy

Participants: UNHCR, WFP, Save the Children, Medicine du Monde

Action Points:

- Due to the current security situation in the country, Logistics Cluster participants to draft a logistics contingency plan and share their emergency preparedness plans. The plans should be based on different scenarios and available contingency stock levels.
- Logistics Cluster participants to share information regarding land transporters and customs clearance procedures.
- Logistics Cluster participants to provide UNHAS with information on staff in Sa'ada.

1. Information Sharing About Emergency Preparedness

- Due to the current security situation in the country, OCHA and Cluster leads have drafted an emergency preparedness work plan for the country with different scenarios. The Logistics Cluster will circulate a draft logistics contingency plan to all participants for their emergency preparedness planning, based on the different scenarios presented and available levels of contingency stocks.

Action Point: Logistics Cluster participants to share their emergency preparedness plans based on the different scenarios and available contingency stock levels.

- As part of the contingency plan, UNHAS has requested participants to provide the names of their staff in Sa'ada.

Action Point: Logistics Cluster participants to provide information on staff in Sa'ada to UNHAS.

2. Update on Global Customs Agreement

- The Logistics Cluster has been coordinating with customs officials of Yemen and OCHA for adjustments to the Global Customs Agreement. The Arabic version of the document has been submitted to customs officials of Yemen for their review and comments.

3. UNHAS Air Safety Procedures

- As per the UNHAS safety procedures, a new hazard observation and occurrence report form has been distributed to participants to ensure the safety of UNHAS passengers. This form will help UNHAS to investigate any incidents reported and will improve their service delivery.

4. February Cost Recovery Follow up

- February invoices for flights taken by agencies have been submitted to all agencies for the payment process.
- DHC-6 aircraft is still under maintenance, UNHAS will continue chartering DHC-8 aircraft for the flight to Sa'ada.
- Logistics Cluster participants were reminded to ensure timely processing of payments for flight services.

5. AOB

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Next meeting: 4th April 2011 WFP Office at 11:00 am

Contacts:

Logistics Cluster Officer

Qaseem Ghausy

Qaseem.Ghausy@wfp.org

+967733278728