# Logistics Sector – Meeting Minutes

**Liberia - Refugee Response**

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<tr>
<th>Date/Time</th>
<th>Monday, 17 January 2011 / 10:00-11:00</th>
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<tr>
<td>Location</td>
<td>WFP conference room, WFP Port Office, Monrovia</td>
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| **Present**        | **Chair**: Head of WFP Logistics, Liberia  
**Participants**: Liberia Refugee Repatriation and Resettlement Commission (LRRRC) ; Oxfam; Save the Children UK; UNICEF; UNHCR; ACF; WFP; |

## 1. Review of Last Week’s Action Points

| 1 | Road Assessment technical team to present findings to Sector Sub Working Group at UNHCR  
- A briefing was conducted with UNHCR, WFP, NRC, SDC, IOM, Ministry of Public Works (MOPW) at UNHCR Country Office. Focal point Agency: UNHCR |
| 2 | Logistics Sector Coordination TORs  
- A draft of the TOR’s is currently being reviewed and will be shared electronically with participants in the coming week. Lead Agency: WFP |
| 3 | Joint Assessment for warehousing space at Roberts International Airport (RIA):  
- LRRRC requested airport management to allow storage of relief items in anticipation of items incoming to Roberts International Airport (RIA). Airport management has allocated space and WFP and UNHCR will erect two Mobile Storage Unites (MSUs) and make them available for storage to the humanitarian assistance arriving via RIA. Focal Point Agency: LRRRC |
| 4 | Seaport Assessment conducted and follow up from LRRRC with Port Authorities to grant exemptions for humanitarian cargo during the emergency and expedite port clearances.  
- LRRRC is following up with Port authority to have an agreement that would expedite humanitarian cargo clearance. Also agreed to have a meeting set up with the Managing Director of National Port Authority. Lead Agency: WFP  
- UNHCR is yet to provide the reports on the Assessment of the Air and Seaports. UNHCR was tasked to prepare the reports and submit. |
| 5 | Map Subgroup of ACF, LRRRC, UNHCR and WFP tasked with creating mapping procedures  
- Map Subgroup is going to meet with LISGIS to establish a mapping mechanism Lead Agency WFP |

## 2. Overview of Meeting and Logistics Sector Coordination

- The chair person discussed the agenda of the meeting and stated that the Flash appeal has been launched and the HC praised the sectors rapid adequate inputs. In addition the Humanitarian Country Team will be discussing the multi-sectoral/sectors needs with the donors on Tuesday the 18/01/2011.
It was agreed that a gap is present and WFP as sector lead should be the custodian of all logistics related information from participants and disseminate it to the sector list to provide coordination and information sharing on road condition updates, storage capacity, and movement of relief items. The chair welcomed Oxfam and SCF to the logistics sector group meeting.

**ACTION POINT:** WFP to circulate TOR’s to the Logistics Sectoral Group: LEAD Agency WFP

### 3. TECHNICAL ROAD ASSESSMENT

- The joint technical road assessment report conducted by MOPW, DRC, UNHCR, and WFP, was discussed. The team covered over 26 villages and assessed the routes and it was reported the routes can currently support trucks with a payload of 5 mt maximum. The assessment covered three routes:
  - Saclepea – Loguatouh
  - Saclepea – Buutuo
  - Saclepea – Blemiplay
- The Roads require extensive repairs, and the route from Saclepea to Buutuo has 22 broken bridges. There is an immediate need to urgently repair bridges and roads to provide access to refugee communities which are currently inaccessible along the border and before the rainy season by beginning of March 2011 to keep the supply lines open and accessible.
- It was agreed that WFP will take responsibility for repairing the 90 km Saclepea – Blemiplay road and to either construct or repair broken bridges and enhance the difficult road passages while UNHCR will repair the 78 Km Saclepea – Buutu road.

**ACTION POINT:** The Technical team to update the report with details of exact bridges and description of repairs required i.e BoQ for each bridge.

**ACTION POINT:** The Technical Team/Engineers is requested to map location of these bridges and roads. Focal point Agency: UNHCR

### 4. OPERATIONS UPDATE

- **Save the Children UK:** is planning to establish a presence in Saclepea by the end of this week, they are currently looking for potential storage capacity and transport capacity. They may also establish their own warehouse in Saclepea. They will be primarily doing child protection and education related activities.
- **Oxfam:** conducted a WASH assessment in Nimba County and have decided not to intervene as an organization in Nimba County, instead establish a preparedness mechanism in Grand Gedeh County. Oxfam will continue to support their partners in Nimba County, they have ordered WASH equipment for ACF and are strengthening the Country Health Team. They have light vehicles and do not have their own warehousing space.
- **UNICEF** had emergency supplies arrive from Sierra Leone and have procured WASH supplies, drug kits, health kits, basic family kits and are ordering a vehicle. They have warehouse space in Ganta and are prepositioning items there.
  - UNICEF has also requested UNHCR to provide gaps so they can procure the needed relief items for the refugee populations.
  - UNICEF also requested UNHCR to provide accurate and up to date data on the number of refugees and their exact locations to plan accordingly and avoid duplication.
• UNHCR has dispatched four trucks containing NFI’s to Loguatuo, Garlay and Gbilarlay on 11 January 2011. These two areas are all in the Buutuo Axis of the operations and also have had challenges given the road conditions.
  o Commenced the receipt of food items from WFP on 11 January 2011, 15 mt of food was loaded in three trucks and dispatched for distribution in Loguatuo on 12 January 2011.
  o Commenced the fencing of UNHCR Rubhall in Loguatuo and an the admin office located in Luguatuo is under renovation.
  o Deployed one ambulance to Saclepea to support the medical activities in the area. The ambulance is assigned to UNHCR’s partner CHESS.
  o Commenced the clearing of the camp site in Bahn, and have received on consignment a compactor and bull dozer which are being transported to Bahn.
• ACF has two staff arriving to support WASH and nutrition activities and are establishing a site in Saclepea. The site may potentially be used to store a MSU and they may have storage space available for participants in a concrete facility.
• LRRRC received relief item airlifted from the Government of Libya. They are working with WFP, UNHCR and WHO to distribute the items.
• WFP has deployed two MSU’s to Saclepea and has established an agreement with the Ministry of Agriculture in Saclepea to allocate space for the erection of additional 2 MSUs in order to increase storage capacity in Saclepea.

**ACTION POINT:** UNHCR to address the issue to data collation for refugee and provide up to date accurate figures on the number of refugees. Lead Agency UNHCR

Next meeting: Monday, 24 January 2011, at 10:00h, WFP Port Office conference room, Monrovia.

End.