LOGISTICS SECTOR COORDINATION MEETING  
LIBERIA- REFUGEE RESPONSE  
MINUTES – 04.04.11

Date: 4 April, 2011 – 1000 hours
Location: WFP Conference room, WFP Country Office, Monrovia
Participants: CARE, IOM, LRRRC, NRC, OXFAM, Solidarities, UNHCR, UNMIL (HCS and JLOC)
Next Meeting: 11 April @1000 – WFP conference room, country office, Mamba Point, Monrovia

1. Action Items

<table>
<thead>
<tr>
<th>Issue</th>
<th>Responsible</th>
<th>Decided</th>
<th>Timing</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>APM Terminals negotiation</td>
<td>WFP/LogSeCTOR</td>
<td>14 Feb; 07 Mar; 21 Mar 4 Apr</td>
<td>ASAP</td>
<td>WFP to finalize negotiations with APM, re: waiver of fees at Free Port, Monrovia. And bring clarity on which dues will be reduced.</td>
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<tr>
<td>NPA and APM port fees</td>
<td>WFP/LogSeCTOR</td>
<td>4 Apr</td>
<td>ASAP</td>
<td>WFP to request and distribute to sector participants rates for all ports in Liberia (NPA) and new rates and regulations for Monrovia (APM)</td>
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<tr>
<td>UNMIL MV Katarina booking procedures &amp; loading regulations</td>
<td>UNMIL HCS</td>
<td>14 Mar 21 Mar 4 Apr</td>
<td>ASAP</td>
<td>UNMIL HCS to re-distribute booking procedures &amp; loading regulations for MV Katarina to logistics sector participants</td>
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<tr>
<td>Customs and duties exemptions</td>
<td>WFP/LogSeCTOR and CARE</td>
<td>14 Mar; 21 Mar 4 Apr</td>
<td>Continuing</td>
<td>For NGO fuel duty procedures, Emmanuel (CARE) could be contacted for advice. For overall customs procedures, WFP/Logistics Sector to continue to follow up with OCHA Dakar.</td>
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<tr>
<td>Road construction/rehab plant equipment</td>
<td>Logs Sector</td>
<td>14 Mar</td>
<td>Continuing</td>
<td>Logistic Sector to make enquiries at regional level to identify sources for plant equipment in the region.</td>
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<tr>
<td>Logs capacity/ needs identification</td>
<td>All</td>
<td>14 Mar</td>
<td>Continuing</td>
<td>To determine the overall logistics capacity, partners are requested to submit their capacity information soonest</td>
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2. Discussion on previous action items

Action items completed prior to the meeting removed from table – pending action items reflected above, comments on action items follow:

- LRRRC, UNHCR and WFP met with National Port Authorities (NPA) on 1st April. NPA orally agreed to 50 percent discount for humanitarian organization on ports managed directly by them (Harper, Greenville and Buchanan) and 50 percent of fees controlled and going directly to them in Monrovia (note: most fees go to APM, and NPA has demanded full concession fees on these dues). Further negotiations will be held with APM to finalize the issue of possible reduction of rates for Monrovia.

- Some participants were unclear on current rates of port dues and procedures at the port, and Logistics Sector will check with APM and NPA and distribute to the participants.

Action Point: Logistics Sector to continue negotiations with NPA and APM and check further on procedures and fees and report back. APM also holds training for users of the port and Logistics Sector will distribute info on this training as well.
- CARE provided additional info on the fuel duty exemption issue for NGOs, further questions could be directed to Emmanuel (CARE) if unclarity. UNMIL HCS informed that OCHA regional office working on overall emergency customs procedures.

**Action Point:** Logistics Sector to check with OCHA colleagues in Dakar for current status.

### 3. CO-lead of the Logistics Sector

Issue deferred to next meeting due to absence of potential candidate for co-lead (DRC).

**Action Point:** Logistics Sector to check with DRC before next meeting.

### 4. Partners Briefs

UNHCR/Solidarities/IOM/Oxfam/NRC/UNMIL provided a quick briefing on recent developments. UNMIL HCS informed that it was not possible to keep MV Katarina (UNMIL vessel) to a schedule and that requests needs to be submitted as early as possible. The Executive Director of LRRRC has sent a letter to the Minister of Transport on behalf of WFP supporting the request for a suspension of the restrictions on the import of neighbouring country transport capacity. Answer from MoT is still pending as the minister has been travelling.

### 5. AOB

WFP provided short update on last road mission conducted. It was suggested to map out the information for distribution for Logistics Sector participants. Logistic Sector/WFP informed that WFP will be in the position to provided logistics services on a cost-recovery basis for the humanitarian community.

**Action Point:** WFP to distribute Standard Operating Procedures for service provision.

**Meeting closed at 1050**

**Participants:**

[Please email john.myraunet@wfp.org for a list of the participants]