MEETING MINUTES

WFP Office, Sana’a, Yemen

25 October 2011

Chair: Logistics Cluster Coordinator

Participants: UNICEF, UNDP, Save the Children, FAO, UNIC, MSF-S, IFAD, Equal Access, ADRA, AMIDEAST.

Action Points:
- The Logistics Cluster is beginning a project to renew the Fuel Distribution Point in Amran and the delivery time will start from 08:00am.
- The remaining balance of the Open Market Fuel will be distributed within the Allocation Plan for November.
- There are on-going projects to build Fuel Distribution Points in Haradh and Aden.
- The UN Agencies who share the cost of the Airport Fees will receive more details of this payment by email.

Agenda:
1. INTRODUCTION
2. SITUATION UPDATE
3. FUEL ALLOCATION PLAN FOR NOVEMBER AND SLA TO SIGN
4. FUEL DISTRIBUTION POINTS IN HARADH & ADEN
5. EVACUATION – AIRPORT FEES UPDATE
6. AOB

INTRODUCTION
- The Logistics Cluster Coordinator explained the importance of updating the contact list at every meeting so the Logistics Cluster will be able to reach the participants easily.

SITUATION UPDATE
- The security situation remains unstable and is affecting the provided services of the Logistics Cluster, including aviation services to SADAH and Fuel Provision.
- It was mentioned that Yemenia Joint Venture (YJV) is currently not able to resume flights to SADAH and that WFP is trying to solve this issue, for example by providing aviation services with a UN Plane.
- It was agreed that it is safer to deliver fuel to NGO’s/UN Agencies earlier in the day. The Logistics Cluster Coordinator also explained to the participants that, due to security requirements, the Fuel Distribution Point in Amran will be further developed.

FUEL ALLOCATION PLAN FOR NOVEMBER AND SLA TO SIGN
- The Logistics Cluster Coordinator raised the issue of the varying prices for the allocated Fuel. The Logistics Cluster informed participants that the remaining balance of Open Market Fuel must be distributed.
- Each organization is obliged to send their Fuel requirements by the end of October. The Logistics Cluster will allocate fuel for November based on these requirements.
- Participants were informed that those who did not submit the Service Level Agreement (SLA) must send the signed documents as soon as possible in order to continue to receive fuel services.

FUEL DISTRIBUTION POINTS IN HARADH & ADEN
- The participants were informed that a project to implement a Fuel Distribution System in Haradh and Aden is on-going. The Logistics Cluster shared details of the progress for this project with participants and provided information on the expected capacity of these fuel distribution points.

EVACUATION – AIRPORT FEES UPDATE
- UN Agencies were reminded to proceed with the payment request, and that additional payment details will be shared.

Contacts:
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