# Rapid Assessment Logistics Working Group

**Location:** WFP Meeting Room, Sana’a  
**Date:** 17 March, 2010 10:30

<table>
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<th>Action Point</th>
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<td><strong>Action Point:</strong> Log Cluster to send out Warehouse Inventory Form to all Partner Agencies and request entry of data as a priority</td>
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<td><strong>Action Point:</strong> Log Cluster to prepare a skeleton Transport Rates form for circulation to all Partner Agencies</td>
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<td><strong>Action Point:</strong> WFP Logistics to make copies of Yemen map CD for sharing</td>
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<td><strong>Action Point:</strong> Log Cluster to discuss with WFP Security / UNDSS on system to share real-time updates on security changes to logistics supply chain</td>
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<td><strong>Action Point:</strong> Log Cluster to initiate process of Standard Letter of Passage for relief assistance for discussion with GoY Relief Committee / IDP Minister</td>
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<td><strong>Action Point:</strong> Log Cluster to establish a Yemen mailing list</td>
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## Note for the Record

1. **Rapid Assessment**
   - OCHA has spear-headed the development of an Operational Plan for the Sa’ada Rapid Assessment. However, access to the Governorate remains difficult for this assessment to take place
   - In addition to Sa’ada, there are other Governorates (Al Jawf, northern Amran etc.) that have limited or difficult access for the humanitarian community
   - A number of Organizations are operational in these restricted areas, providing both food and NFRI to beneficiaries (*Food* – ICRC, WFP via IRY, ICRC and YRCS; *NFRI* – UNHCR, ICRC, YRCS, IRY, ADRA and others)
   - As such, there are likely many storage and local transport facilities utilised or operated by the different Agencies in these areas, which could provide valuable logistics support to any assessment or relief distribution that may occur in the near future
   - A basic warehouse inventory form was agreed upon to be sent to all Agencies, requesting them to share information on warehousing under their management or control
   - It was also agreed that sharing information on transport rates of the main routes for relief supplies would benefit the wider humanitarian community. A skeleton will be prepared by Log Cluster for distribution. It was noted that additional transport costs for such things as escorts should be included in the skeleton
   - From a WFP perspective, the transport routes will also include the areas where the main milling capacity for the country is located in Aden and Al Hudaydah
   - WFP Logistics had acquired some more recent Yemen maps which were also on CD. The CD will be copied and shared with other Agencies

2. **Security**
   - Given the close links between logistics operations and security conditions, it was emphasized that there needs to be an effective method of standardizing the passage of relief assistance through the GoY security apparatus, as well as share real-time information on security-related incidents (including temporary check-points established by Non State Entities) with Partner Agencies. Note that, in Sa’ada Governorate alone, 9 of the 15 districts are without any GoY presence
   - Currently, identical information has to be sent to four or more different GoY Line Ministries for Security Clearance, which is time-consuming and still does not ensure unhindered passage through GoY checkpoints/areas of control
Log Cluster should therefore investigate, in conjunction with WFP Security and UNDSS, the possibility of developing a Standard Letter of Passage for discussion with the GoY Relief Committee as well as the Minister for IDPs.

Again, in discussion with WFP Security and UNDSS (and perhaps ICT), the possibility of sending real-time SMS information to a dedicated number that would then automatically share the SMS with a User Group should be explored.

3. Yemen Logistics Cluster Mailing List

It was agreed that this should be established. Log Cluster will investigate this with HQ.

4. Next Meeting

The Rapid Assessment Working Group will not be scheduled for regular meetings. The next meeting will be determined from initial developments on the above Action Points, and can be called by any of the participants.

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Mailing List: to be established. Information to follow

Abbreviations Used:

- UNDSS: UN Department of Safety and Security
- OCHA: Office for the Coordination of Humanitarian Affairs
- UNHCR: UN High Commissioner for Refugees
- WFP: World Food Programme
- ICRC: International Committee of the Red Cross
- YRCS: Yemen Red Crescent Society
- IRY: Islamic Relief Yemen
- ADRA: Adventist Development and Relief Agency
- GoY: Government of Yemen