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<b>LOCATION</b>	Beirut, Lebanon - Online
<b>DATE</b>	27 August 2020
<b>CHAIR</b>	Logistics Sector
<b>PARTICIPANTS</b>	ACH, CARE, CARITAS SWITZERLAND, DRC, IRC, IOM, IFRC, Relief International, SAMS-USA, SCI, UNICEF, UNFPA
<b>ACTION POINTS</b>	<ul style="list-style-type: none"><li>• Partners asked to provide WhatsApp Numbers to join the Logistics Sector WhatsApp group by email to <a href="mailto:lebanon-logs@logcluster.org">lebanon-logs@logcluster.org</a>.</li><li>• Sector Coordinator to follow up on clearance/inspection procedures for Ministry of Health.</li><li>• Sector Coordinator to check if the special permit for custom procedures applies to the importation of ambulances.</li><li>• Sector Coordinator to put ACH in contact with Joint Working Group.</li><li>• Results of warehouse assessments will be shared next week.</li></ul>
<b>AGENDA</b>	<ol style="list-style-type: none"><li>1. Customs Procedures</li><li>2. Concept of Operations Review</li><li>3. Creation of WhatsApp Group</li><li>4. AOB</li></ol>

## 1. Custom Procedures

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- The Sector Coordinator welcomed partners to the 6<sup>th</sup> coordination meeting for the Lebanon Logistics Sector following the Beirut Explosion.
- The Sector Coordinator confirmed that meetings were held with the Government's Customs Administration and the Minister of Finance to discuss:
  - Fast tracking procedure.
  - Application of the special permit.
  - The nomination of a customs focal point.
- For the fast track procedure, humanitarian partners need to address a letter to the Director General of the Customs office requesting a special permit. The application should include the packing list, invoice and airwaybill, or a bill of lading, or donation certificate. Once received, the Director General of Customs will issue a special permit within 48 hours.
- This permit will allow the requesting organisation to clear all goods and remove all fees for the customs procedure.

- The Customs Administration has requested from the Ministry of Finance the removal of usual custom procedure from the ministries: Health, Agriculture, Environment, Industry and Commerce. Discussion is ongoing with OCHA colleagues to identify customs focal points in each of the ministries.
- For medical items, the invoice/documentation for goods still needs to be sent to the Ministry of Health and inspected. However, it has been proposed to allow the movement of cargo to partners' storage prior to the inspection, or the removal of the inspection completely. The Sector Coordinator is following up on this for clarification next week.
- A letter has been sent to the Higher Counsel of Customs for the nomination of a Customs Focal Point within the Customs Administration to liaise between the Logistics Sector, its partners, and respective government agency focal points.
- The SC advised partners to notify the Logistics Sector when applying for a special permit for assistance in speeding up the processing of the request through the relevant focal point. The Sector Coordinator advised partners to notify the Logistics Sector when applying for a special permit for assistance in speeding up the processing of the request through the relevant focal point.
- IFRC requested clarification as to whether ambulances were covered under these special custom procedures. The Sector Coordinator will follow-up and revert next meeting.

## 2. Concept of Operations

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- The Sector Coordinator confirmed that the Concept of Operations had been sent to partners for their review and feedback.
- Following the bilateral conversations held with partners, it has been established that the provision of logistics common services: Storage, transport; is not required. Commercial logistics services in Lebanon are available and operating efficiently to meet the needs of partners.
- The planned activities of the Logistics Sector services will be available until the 31 October and will include:
  - Coordination
    - Dedicated Logistics Sector Coordinator in Beirut, with coordination meetings held regularly.
    - Coordination with the Emergency Operation Cell (EOC), Sectors, Agencies, Humanitarian Organisations and participation to the Humanitarian Country Team, Inter-Coordination Mechanism and other coordination meetings.
  - Information Management
    - Dedicated Information Management Officer to be deployed to support the Sector Coordinator.
    - Tasked to collect, manage, disseminate logistical information, support decision making and improve the efficiency of the response.
    - Consolidate and share operational information: Operational Overview, Meeting Minutes, forms, standard operating procedures, snapshots;
    - Collect, manage and maintain essential logistics data and share through platforms.
    - Maintain Information sharing platforms including the mailing list and dedicated [Logistics Sector Webpage](#).

Civil Military Coordination

- Dedicated civil military coordination based in Beirut to liaise and communicate with the armed forces responding to the humanitarian crisis. Where necessary with foreign military actors responding to the crisis.
- Once the Concept of Operations is approved, the Logistics Sector will produce a map according to the planned services, to be endorsed by the country office. Funding still needs to be obtained to finance the operation.
- Partners were requested for feedback:
  - UNFPA asked about support for the provision/facilitation of logistics services. Sector Coordinator confirmed that organisation of logistics services is the responsibility of the partner. Information to access commercial logistics services: Transports, Clearing Agents, Warehouses, etc; is maintained and provided on the [Logistics Capacity Assessment platform](#) to support the logistics activities of partners.
  - Partners asked if the Logistics Sector would support the consolidation of requests to the suppliers. The Sector Coordinator reaffirmed that procurement is outside the Logistics Sector's mandate. There are two groups working on this: The UN Procurement Working Group, and the Joint Working Group for INGOS; Sector Coordinator recommended a collaboration between the two to allow for partners to crosscheck and validate available market information.
  - Partners asked if shared warehouses would be available for the use of partners. Sector Coordinator reaffirmed, as part of the Concept of Operations proposal, that the private/commercial logistics service market is able to provide sufficient services. Storage will not be part of the Logistic Sectors proposed services. Assessments are ongoing for warehouses and information will be made available through the [Logistics Capacity Assessment platform](#).
- The Concept of Operations was endorsed by partners.

### 3. WhatsApp Group Creation

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- Partners agreed on the creation of a Logistics Sector WhatsApp group to focus on logistics issues and facilitate coordination. Any partners wishing to be added to the group should provide their contact numbers to [lebanon-logs@logcluster.org](mailto:lebanon-logs@logcluster.org).

### 3. AOB / Questions

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- ACH inquired about any on-going markets assessments, particularly for shelter. Sector Coordinator will provide contact with the Joint Working Group chaired by the IRC and DRC, who specifically talk about this type of assessment. DRC confirmed that the discussion for this assessment was ongoing and meeting was planned to be scheduled shortly.

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# Meeting Minutes, 27 August 2020

Beirut, Lebanon



- The Logistics Sector will conduct warehouse assessment of industrial storage spaces and share results by next week. Partners in immediate need can reach out to the Sector Coordinator for contacts. Information will include the availability of cold chain storage.
- Partners were advised to go the [website](#) to find SOPs and other essential documents.
- Partners agreed to hold a weekly Sector Coordination Meetings on Thursdays at 16:00 Beirut time.

**The next Logistics Sector coordination meeting will take place online on Thursday 3rd August at 16:00 Beirut time.**

## Contacts

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Logistics Sector

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