DATE: 1 June 2015
LOCATION: Amman, Jordan
CHAIR: Logistics Cluster

ACTION POINTS:

- Logistics Cluster to continue sharing procedural updates regarding customs clearance and cargo movement
- Logistics Cluster to provide update on shipping schedule
- Logistics Cluster to provide regular cargo tracking updates
- Organisations to share any road and access constraints update impacting logistics operations in Yemen
- Organisations to submit Service Request Forms to request sea or air cargo transport
- Organisations to submit original documents at least five days prior to the arrival of goods into Djibouti

AGENDA:

1. Situation Update
2. Procedures
3. Operational updates
4. Working group
5. UNHAS
6. AoB

1. Situation Update

- The Logistics Cluster provided an update on the situation in Yemen and requested participants to share information that may have an impact on the logistics operations in Yemen.

2. Procedures

- Participants were reminded which services the Logistics Cluster is offering to its partners: Coordination & information sharing, cargo movement by air, sea and overland transport, if the situation permits.
- Attendees were briefed on the procedures for organisations requesting the Logistics Cluster to manage their cargo when transiting through Djibouti.
- The following services can be offered for final transport from Djibouti to Yemen; Cargo handling at sea- or airport in Djibouti, in transit customs facilitation in accordance to the existing Djibouti official procedures, in transit storage at Djibouti sea- and airport and final transport by either vessel or plane from Djibouti to the operating sea- and airports in Yemen.
- Regarding the customs clearance, a new procedure was shared with the partners, with the Logistics Cluster now facilitating the entire customs clearance process for goods in transit via Djibouti destined for Yemen. It was explained which original documents need to be sent to where; the type of documents depend on the mode of transport. The
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consignee for the cargo needs to be the requesting organization’s point of contact in Yemen, the notifying party has to be the WFP Djibouti office, with the full address mentioned at this link: [http://logcluster.org/document/djibouti-transit-customs-snapshot](http://logcluster.org/document/djibouti-transit-customs-snapshot).

- Simultaneously, the requesting agency should send a Service Request form ([http://logcluster.org/document/service-request-srf](http://logcluster.org/document/service-request-srf)) to yemen.cargo@logcluster.org which will enable the Logistics Cluster to handle and track the incoming cargo.

3. Operational Updates

- The Logistics Cluster Coordinator shared that the MV Copenhagen vessel will be leaving the port of Dubai at the beginning of June, with so far 300 m\(^2\) of storage space available. The final destination (Hodeidah and/ or Aden), will need to be confirmed. The latest expected arrival date (ETA) is 12 June. If partners want to transport cargo on this vessel departing Dubai, they should send a service request form (SRF) before 3 June.

- Regarding fuel, organisations were informed the Logistics Cluster is continuing to provide free of charge fuel and partners are invited to send their fuel requirements to the Logistics Cluster along with details on their ongoing or expected projects in Yemen that are of lifesaving nature. Based on these inputs the Humanitarian Country Team will allocate the fuel.

4. Working group

- Attendees were asked for input on several pending issues such as the need for GIS/ mapping information, the frequency of the Logistics Cluster meetings, the current fuel pipeline and a need for an improved mechanism to share more road and access constraints updates.

- It was requested that cargo tracking updates should be shared with organisations that have submitted their cargo to the Logistics Cluster.

5. UNHAS

- Organisations were informed that a new UNHAS passenger flight schedule has been published on the Logistics Cluster website with weekly flights Djibouti – Sana’a – Djibouti on Sundays, Tuesdays and Thursdays.

- The passenger booking forms can be found at this link ([http://www.logcluster.org/document/yemen-passenger-movement-request-form](http://www.logcluster.org/document/yemen-passenger-movement-request-form)) and these should be submitted to UNHAS.yemen@wfp.org 72 hours prior to departure.

6. AoB

- The location and timing of the next meeting will be shared via the email distribution list.

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Djibouti

[www.logcluster.org/ops/yem10a](http://www.logcluster.org/ops/yem10a)
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