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# Meeting Minutes, 26 May 2020

Addis Ababa, Ethiopia



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<b>LOCATION</b>	Addis Ababa, online
<b>DATE</b>	26 May 2020
<b>CHAIR</b>	Ato Tadesse Bekele, Senior DRM Adviser Adham Effendi, Acting Logistics Cluster Coordinator
<b>PARTICIPANTS</b>	CARE, Concern Worldwide, Directorate-General for European Civil Protection and Humanitarian Aid Operations (ECHO), Danish Refugee Council (DRC), Food Security Cluster, Handicap International, International Organization for Migration (IOM), National Disaster Risk Management Commission (NDRMC), Plan International, Save the Children, UNICEF, United Nations Population Fund (UNFPA), World Food Programme (WFP)
<b>ACTION POINTS</b>	<ul style="list-style-type: none"><li>• The next Cluster Coordination Meeting is set for 2 June at 11:00 EAT.</li><li>• Gaps and Needs Exercise will continue for another two weeks to gather additional data on partners' requirements at regional level.</li><li>• Partners requested to report any Challenges and Needs or Road Constraints using report forms.</li><li>• Additional consideration of COVID-19 impact to be included in GNA based on pending government report.</li><li>• Partners encouraged to report customs delays to Logistics Cluster for representation and follow up with NDRMC.</li></ul>
<b>AGENDA</b>	<ol style="list-style-type: none"><li>1. Welcome and Introductions</li><li>2. About the Logistics Cluster</li><li>3. Gaps and Needs Analysis</li><li>4. Concept of Operations</li><li>5. Information Gathering</li><li>6. Partner Forum, FAQs and Knowledge sharing</li></ol>

## 1. Welcome and Introductions

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- Adham Effendi, Acting Cluster Coordinator, opened the floor to introduce the second cluster coordination meeting co-led by NDRMC.
- Ato Tadesse welcomed participants and introduced colleagues: [Ato Tadesse Bekele](#), Senior DRM Adviser; [Ato Ayderus Hassen](#), Logistics Operation Directorate Director; [Ato Abdulkarim Issa](#), Commodity Management Team Leader; [Ato Dawit Abraham](#), Logistics Officer, [Ato Tewodros Demissie](#), Transport and Port Operation Team Leader.
- Adham Effendi introduced the Logistics Cluster Team: [Adham Effendi](#), Acting Logistics Cluster Coordinator; [Anne-Maud Drugeon](#), Logistics Cluster Deputy Coordinator; [Andrea Rosales](#), Logistics

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Officer (ECC Liaison); [Robin Andrew](#), Information Management Officer; [Sara Berhanu](#), Information Manager Assistant.

## 2. About the Logistics Cluster

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- The mandate of the Logistics Cluster was reiterated; the Logistics Cluster will identify common gaps and needs, through collaboration with partners, to overcome logistics constraints. When a common gap is identified the Logistics Cluster, with WFP as the lead agency and provider of last resort, will facilitate access to logistics services.
- It is through the collaboration of its partners and the NDRMC that the Logistics Cluster can respond collectively to overcome shared constraints.
- It was explained that the Logistics Cluster is here to support the activities of partners in country where constraints are affecting partners' operational capacity. The Logistics Cluster activities are separate to, but can coordinate with, other services including WFP Emergency Service Market Place and UNHAS.

## 3. Gaps and Needs Analysis (GNA)

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- The GNA initial findings were presented, which identified four areas partners reported as impacting operations:
  - Shortage of Logistics Services 42%
  - Lack of Supplies & Delays 33%
  - Physical Access Constraints 17%
  - Security 8%
- It was noted that security access issues were under the guidance and support of the Humanitarian Access Group, and outside of the Logistics Cluster mandate. However, the Logistics Cluster will actively engage with the Access Working Group for the benefit of partners.
- Physical access constraints were having an impact in flooded regions of East and West Harerge and Somali regions.
- Supply delays were reported due to port congestion in Djibouti and main corridors as a result of limited truck availability.
- Shortages of adequate warehousing and cold chain to meet the demand of increasing supply chain requirements were identified as a result of COVID-19.
- Key areas of reported gaps and needs:
  - Storage Gaps, 70% of partners foresee additional need due to COVID-19:
    - Increasing need for storage due to desert locusts, upcoming flooding and COVID-19 stretching availability.
    - Stockpiling needs in remote regions.
    - Poor infrastructure and construction of existing warehousing.
    - Lack of cold chain for key medical supplies.
  - Transport Gaps, 70% of partners report insufficient transport to deliver aid:

- Limited transport availability, affecting commercial and government capacity to deliver to beneficiaries.
- Increase in costs.
- Constraints on movement at borders and between regions due to COVID-19.
- Information Management, GIS, Coordination Need:
  - Need for regional coordination, especially in flood-hit areas.
  - Information sharing vital for operational decision making.
- It was stated that mitigations of these gaps and needs can be facilitated by the Logistics Cluster through coordination, information management, free-to-user common service provision when funding allows, advocacy, and capacity strengthening.

## 4. Concept of Operations

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- Planned activities include Coordination, Information Management, Capacity Strengthening and access to Logistics Services. As part of the core pillars Coordination and Information management, will be available through the Logistics Cluster.
- It was stressed that the facilitation of logistics services for partners will depend on the availability of funding.
- Coordination activities to include;
  - Weekly coordination meetings to serve as a forum to discuss sector specific logistics operations and raise issues of common concern.
  - Capacity strengthening activities, technical support and training, including on the setup of mobile storage units (MSUs).
  - Facilitation of knowledge transfer through dissemination of best practices.
  - Dedicated logistics staff to participate in the Inter-Cluster Coordination Group (ICCG).
  - Support of Coordination at the regional level on an ad hoc requirement.
- Information management activities to include:
  - Sharing of key documents to support the operational decision making of partners.
  - Dedicated operations page (<https://logcluster.org/ops/eth20a>) for sharing information, including access to global common services, schedules, and situation updates.
  - Maps in the form of Road Constraints, Logistics Planning map, Concept of Operations maps.
  - Maintenance of and information sharing through [Ethiopia-logs@logcluster.org](mailto:Ethiopia-logs@logcluster.org) mailing list.
- Logistics services activities to include:
  - Storage:
    - Provision of MSUs prepositioned at main hubs, Addis Ababa and Adama, to be deployed in-country at regional level where a common need exists. Installed through engineering services and prioritised to partners who can provide MSU management on behalf of partners.
    - Warehousing provided at central locations; Addis Ababa and Adama.

- Cold storage to be provisioned at main hubs, with procured cold storage containers ready for deployment to regions where a need exists.
- Road transport:
  - Transport will be provisioned where there is a gap between key locations, but will not include last mile delivery.
  - Dedicated fleet capacity with organised departure schedules to augment services where the market is unable to provide. To include temperature controlled trucks for key medical items in strategic locations.
- Air transport:
  - Facilitation of access to rapid air assets from commercial services, or through WFP aviation if cargo requirement is sufficient, between domestic airports for the delivery of life saving medical supplies.
- Requests to access services will be handled using the Service Request Form (SRF) and tracked through the Relief Item Track Application (RITA).
- It was advised that prioritisation will be managed in collaboration with NDRMC and ICCG following the recommendations from the Ministry of Health and WHO for prioritising resources to the COVID-19 response, and based on the available funds for resources.
- The Concept of Operations map was presented indicating the two main hubs of Addis Ababa and Adama and the airports available in country.

## 5. Information Gathering

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- The existing communication channels for the dissemination of key information and products were shared, including the mailing list [Ethiopia-logs@logcluster.org](mailto:Ethiopia-logs@logcluster.org) and Ethiopia operation page (<https://logcluster.org/ops/eth20a>) to be published.
- To support partners in their operations two new reporting tools were presented:
  - The Logistics Challenges and Needs Report (<https://logcluster.org/document/ethiopia-logistics-challenges-needs-report>) provides a form for partners to report their ongoing constraints and challenges affecting operational activities.
  - The Road Constraints Report (<https://logcluster.org/document/ethiopia-road-constraints-report>) allows partners to report on physical road constraints affecting operations, the data of which will be used to create Road Constraints Maps.

## 5. Partner Forum, FAQs and Knowledge sharing

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- NDRMC voiced their approval but recommended final conclusions of the GNA to incorporate, and further consider, the impact of COVID-19 in the context of a pending report released by the government.
- The Cluster Coordination Meeting time has been changed from 10 AM EAT to 11 AM EAT.

- The Gaps and Needs Exercise has been extended for a period of two weeks, to align with the government's COVID-19 impact report.
- The Acting Logistics Cluster Coordinator (CC) confirmed that procurement of MSUs has been initiated for the preparedness preposition of items in anticipation of requests and in response to the warehousing gaps of partners. Capacity strengthening will be provided through training of staff to erect MSUs. Fixed storage locations in Addis will be available for air cargo coordination and consolidation. MSUs will be constructed only when the priority of the request is met and, as reminded by NDRMC, are not there for long term storage but to respond to short term needs and to be repositioned to adapt to changing requirements.
- Multi-occupancy storage in MSUs will be considered for all partners on request, but prioritisation of locations will be dependent on where there is the greatest need or availability of MSU management.
- The Logistics Cluster can provide support on fuel shortages through the monitoring of prices and visibility of the upstream supply via its government partnership. However, the Logistics Cluster advised that organisations should enact contingency measures to stockpile fuel in anticipation of shortages.
- More information on upstream availability of cargo movement into the country can be found via the [WFP Emergency Service Market Place](#). Further details are shared on the dedicated [Logistics Cluster COVID-19 operation page](#). Partners are encouraged to reach out to the Logistics Cluster Ethiopia team for any questions.
- CARE raised a concern regarding the impact of COVID-19 challenges on inland transportation in East and West Harerge, creating delays and price increases. CC reiterated that the Logistics Cluster is not replacing commercial services if they are available. However, where there is a gap impacting the delivery of critical items, and a breakdown in transport services, the Logistics Cluster will assess and facilitate access to services. NDRMC informed partners of existing measures in place by the government to help support prioritisation with commercial services and encouraged partners to use this platform with the NDRMC for assistance.
- IOM asked for support from NDRMC to fasten tax exemption certificates for relief items from the Ministry of Foreign Affairs (MOFA), currently taking two weeks. NDRMC responded that this was an unacceptable time delay and should not be happening under the changes to fast track customs, and would be happy to investigate further to remedy. CC recommended partners to report delays to the Logistics Cluster for consolidation and representation to NDRMC.

**The next Coordination Meeting is scheduled for 2 June at 11:00 EAT.**

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## Contacts

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