
Meeting Minutes, 8 December 2020

Addis Ababa, Ethiopia



LOCATION	Addis Ababa, online
DATE	8 December 2020
CHAIR	Ato Tadesse Bekele, Senior DRM Adviser Andrea Rosales, Acting Logistics Cluster Coordinator
PARTICIPANTS	CARE, Catholic Relief Services (CRS), Concern Worldwide, Danish Refugee Council (DRC), European Civil Protection and Humanitarian Aid Operations (ECHO), Food Security Cluster, GOAL, International Committee of the Red Cross (ICRC), International Organization for Migration (IOM), International Rescue Committee (IRC), NALA Foundation, National Disaster Risk Management Commission (NDRMC), United Nations Office for the Coordination of Humanitarian Affairs (OCHA), Save the Children, ShelterBox, United Nations Children's Fund (UNICEF), United Nations High Commissioner for Refugees (UNHCR), United Nations Population Fund (UNFPA), US Agency for International Development (USAID), World Food Programme (WFP), World Health Organization (WHO)
ACTION POINTS	<ul style="list-style-type: none">• Partners are requested to complete the two vital surveys on pipeline needs into Tigray for the next 3 months and Partners' operational fuel requirements for the region.• The Logistics Cluster will update partners on any access information and the status of the Tigray assessments in upcoming coordination meetings.• Partners are requested to share their current storage capacities available to support the Tigray response.• Partners are requested to submit their transportation and storage requests using the Service Request Form (SRF) and send the form to ethiopia.logisticsclustercargo@wfp.org.• Partners to share their questions on customs procedures to be addressed by NDRMC.• The NDRMC will introduce a letter to the Customs Commissions office requesting customs clearance and tax exemptions for humanitarian partners.• Partners are kindly invited to share their feedback on the Logistics Cluster activities through the annual User Feedback Survey.

AGENDA

1. Physical Road Constraints
2. Operation Update
3. Tigray Preparedness Plan
4. Humanitarian Platform Information Sharing Mechanism
5. How to Request Services
6. Customs Procedure Updates
7. FAQs and Partner Discussion

1. Physical Road Constraints

The recent physical road constraint reports were presented using the [Interactive Physical Road Constraints Map](#):

- The main corridors from Djibouti to Addis Ababa are open.
- The road from Dewele to Dire Dawa is in good condition with two-lane asphalt. There is a checkpoint in Dewele that allows a maximum of 10 trucks at a time, with a 10-minute check and disinfection time to be taken into account.
- No issues have been reported for the road from Berbera to Jijiga, the entry point of Togwajale (Somalia border), and the border crossing from Kenya via Moyale.
- In the Afar region, the main road to Asaita is accessible. The Gewane, Gewaro, and Awash Fentale roads are accessible until the woreda (district) capital, leaving some kebeles (wards) flooded by the Awash river.
- A bridge near Melka Werer is still reported collapsed.
- In Oromia, the Negele bridge towards Hudet and Mobarek remains down; the alternative route is via Wachile.
- Access is still challenging in Tigray region.
- In the Somali region, there are no reports of flooding preventing access, as it is dry season, and all roads are operating normally.
- In Mustahil, the bridge is still down, limiting access to many kebeles (including Mirdis and Cagadurwa). Alternative roads to reach affected kebeles are Kelafo-Gode-Kebri Dehar-Ferfer.
- Reports from Gambella indicate that the road via Nekemte and Jimma is accessible, but challenges in access are reported for the route via Gedi Adis from Dembi Dollo to Gambella. The corridors from Gambella to the border points of Pagak and Raad (South Sudan) are accessible and the flooding that was previously preventing access to Mater Port has now subsided.

2. Operation Update

The operation overview was presented, highlighting the key areas of activities:

- The Adama warehouse space of 3900 m² is available as common storage for partners.

- The warehouse in Addis Ababa is 60 percent occupied and currently has 300 m² capacity. Partners requesting storage space are invited to submit their Service Request Form (SRF).
- The Logistics Cluster has received cargo from seven different partners into the Addis Ababa warehouse, with the intent to be part of the first convoy that will depart to Gondar (Amhara region) on Saturday 12 December.
- The Logistics Cluster will establish MSUs in extended delivery points in Semera, Kombolcha and Gondar for partners to store their cargo until clearance for moving the goods into Tigray is obtained. The plan is to set up two MSUs in each location, with a capacity of 320 m² each.
- The Logistics Cluster is acquiring 40 additional mobile storage units (MSUs) to support partners with common storage. Partners are requested to submit an SRF to access the common storage.
- The contractual process of facilitating access to five dedicated trucks at the disposal of partners responding to the flood in the Afar region has been completed. Two trucks with the capacity of 10 mt are being positioned in Adama for any zone in Afar while three trucks with the capacity of 5 mt are being positioned in Semera for any zone in Afar. Partners are requested to submit their needs using the SRF.

3. Tigray Preparedness Plan

- Three assessments were planned in different areas of Tigray, specifically in the western, southern and eastern areas of the region. The team assessing western Tigray were not able to complete the assessment due to access constraints and have returned to Bahirdar. The team assessing southern Tigray were also unable to complete the assessment due to access constraints and had to return to Dessie.
- The mission in the east had two teams assembled, of which one team is still assessing the woredas in Afar. This mission started in Semera and reached Abala; the route taken was Semera-Serdo-Afdera-Abala-Brehale and Dalol.
- Besides the government counterparts that participated in the assessment, other participants included OCHA, Logistics Cluster, UNICEF, IOM, FSA, Save the Children and GOAL, with a convoy of six cars. A full report from the assessment is to be completed, but it was suggested to set up a base in Semera for communications, fuel and electricity.
- The Logistics Cluster will update partners on any access information and the status of the assessments.
- The Logistics Cluster is planning to establish Forward Logistics Bases (FLBs) close to entry points into Tigray for consolidation and assembly of humanitarian cargo/trucks. Exact locations will be determined based on assessment results.
- The locations will be determined once the assessments have been completed. In the meantime, storage and parking space for partners to preposition stocks and assemble trucks in Gondar are being arranged this week. Once established, and with access and necessary authorisation, partners can move from here to any destination for their particular response in Tigray. Those organisations who have trucks available should use their own trucks, while the Logistics Cluster has a limited capacity to support partners without transport options.

- The Logistics Cluster is currently using land transport to support partners but should air operation become permissible, the Cluster will consider using aircraft to facilitate movement of cargo, depending on resources and needs.
- The funding requirement of the Logistics Cluster for the Tigray response is USD 4.5 million. Currently, the Logistics Cluster only has a small budget available to launch the initial response.
- The Logistics Cluster has collected information on partners' hubs in the Tigray region, to explore the possibility of sharing available capacity within the humanitarian community. The importance of sharing capacities was explained, and partners were urged to share their capacities in the regions.
- The Logistics Cluster will not be supporting fuel needs for the time being, but another option is for organisations to make use of WFP's bilateral service provision.
- Partners were reminded to share information on their current and planned activities if they have not done so yet. They were also kindly requested to fill in the two surveys: [pipeline needs into Tigray for the next 3 months](#), which will help to determine fund requirements and trucking needs, and [Partners' operational fuel requirements for the region](#). It was also stressed that the partners should split the data into food and non-food items for better clarification and coordination.
- Tigray is the current priority but if partners have requests for other needs not concerning Tigray response, they were informed to use the SRF to request support from the Logistics Cluster.

4. Humanitarian Platform Information Sharing Mechanism

- OCHA presented the Humanitarian Platform Information Sharing Mechanism to partners; the presentation slides can be found [here](#).
- OCHA is currently advocating to ensure the full, safe and unhindered access of humanitarian personnel and the delivery of humanitarian assistance in Tigray.
- The key point of the voluntary mechanism is to help promote safety and security rather than ensure it.
- It is each partner's responsibility to ensure that cargo and movement of personnel is limited to humanitarian operations.
- As the mechanism progressively improves, a more rapid emergency mechanism will be developed.
- The steps of the process are outlined in the attached slides, presented by OCHA.

5. How to Request Services

- Partners were advised to submit requests for services using the [Service Request Form](#) (SRF) and sending it to ethiopia.logisticsclustercargo@wfp.org.
- It is essential for partners to complete the form with the necessary details, especially weight and volume.
- Both storage and transport can be requested on the same SRF. All details should be provided in order to assess the feasibility, which will take up to 48 hours.

-
- In order to avoid delays, it is vital for partners to share all data in a timely manner. It is also essential to share with the Logistics Cluster the number plate of the trucks partners plan to use, as well as the name of the drivers.
 - It is necessary to clearly indicate food and non-food cargo including quantity as well as the partners who are engaged in food/non-food activities. This is important in order to prioritise in any logistical arrangement the Logistics Cluster has set up. It is not necessary to use separate SRFs for food and non-food cargo.
 - In the case of different destinations of the cargo, one SRF per destination is required.
 - After the feasibility has been confirmed and the request approved, cargo will be tracked by the Logistics Cluster through the RITA tracking system.

6. Customs Procedure Updates

- The Logistics Cluster presented the results from the customs procedures questionnaire that was sent to partners following requests to clarify the customs process. Partners indicated they are expecting to import both COVID-19 related items as well as non COVID-19 items. Partners also indicated issues with long lead times in obtaining permits and exemptions, as well as a lack of clarity of the procedures to obtain these. Partners also indicated that there is not sufficient guidance available, and the existing guidance is not agreed upon by all counterparts at the authorities' level. Partners suggested receiving customs exemptions and blanket customs clearance for COVID-19 related items for the Tigray response. Partners are invited to continue submitting their responses to the questionnaire which has been sent out through the mailing list, so that their queries can be addressed by the relevant focal points.
- NDRMC confirmed that following this meeting, it will send a letter to the Customs Commissioner to address the situation and ask for tax exemptions and timely customs clearances according to their commitment to support the international humanitarian response for COVID-19 and Tigray. The request will include all types of humanitarian assistance.

7. FAQs and Partner Discussion

- NDRMC encouraged the ongoing information sharing between the Logistics Cluster, NDRMC and partners, including strengthening information through the already existing Emergency Coordination Center (ECC) platform and mechanism. The Head of Logistics in the ECC, Ato Aydrus Hassen is available in all Logistics Cluster Coordination meetings held in order to strengthen those linkages.
- Advocacy for funding by supporting partners to their respective networks on behalf of the Logistics Cluster is of utmost importance to remain able to provide support as required, since the operation of the cluster is dependent on the availability of funds.
- The Logistics Cluster will share the Partner Feedback Survey for partners to provide their feedback on Logistics Cluster support to their operations. Partners are requested to complete the survey by 22 December. The survey will be shared via email and can be found [here](#).

Meeting Minutes, 8 December 2020

Addis Ababa, Ethiopia



The next Coordination Meeting is scheduled for 15 December at 11:00 EAT.

Contacts

Andrea Rosales	<i>Acting Logistics Cluster Coordinator</i>	andrea.rosales@wfp.org
Adham Effendi	<i>WFP Head of Supply Chain</i>	adham.effendi@wfp.org
Anne-Maud Drugeon	<i>Logistics Cluster Deputy Coordinator</i>	annemaud.drugeon@wfp.org
Robin Andrew	<i>Information Management Officer</i>	robin.andrew@wfp.org
Alia Zaki	<i>Information Management Officer</i>	alia.zaki@wfp.org