Meeting Minutes, 23 March 2021
Addis Ababa, Ethiopia

LOCATION
Addis Ababa, online

DATE
23 March 2021

CHAIR
Robert Sepe, Logistics Cluster Coordinator
Ato Tadesse Bekele, Senior DRM Adviser

PARTICIPANTS
Action against Hunger (ACF), Atlas Logistique, Catholic Relief Services (CRS), Concern Worldwide, Danish Red Cross, Global Affairs Canada, GOAL, iMMAP, International Organization for Migration (IOM), Lutheran World Relief (LWF), National Disaster Risk Management Commission (NDRMC), Norwegian Refugee Council (NRC), Oxfam International, Save the Children, United Nations High Commissioner for Refugees (UNHCR), United Nations International Children’s Emergency Fund (UNICEF), United Nations Office for the Coordination of Humanitarian Affairs (OCHA), United Nations Populations Fund (UNFPA), United States Agency for International Development (USAID), World Food Programme (WFP)

ACTION POINTS
- Partners are requested to submit their transportation and storage requests using the Service Request Form (SRF) to ethiopia.logisticsclustercargo@wfp.org.
- Partners are encouraged to provide feedback and data on routes and possible physical access constraints encountered to the Logistics Cluster.
- Partners interested in the Service Request Forms (SRF) training conducted at the Addis Ababa warehouse may reach out to the Logistics cluster via email to ethiopia.logisticsclustercargo@wfp.org.
- Information on how to handle dangerous goods to be shared by the Logistics Cluster with partners bilaterally via email and in-person at the Addis Ababa warehouse.

AGENDA
1. NDRMC Updates
2. Road Constraints
3. OCHA
4. Operational Updates
5. Service Request Forms (SRF)

1. NDRMC Updates

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- NDRMC updated partners on the progress of the new notification system. There have been no issues and operations have been proceeding smoothly with the Logistics Cluster, UN Agencies and International NGOs sharing their notifications by email.

2. Road Constraints

Partners are encouraged to refer to the Interactive Physical Road Constraints Map.
- Main corridors from Djibouti, Berbera, and Kenya via Moyale are operating smoothly.
- Routes from Amhara region through Kobo and through Gondar towards Tigray border are physically accessible.
- The route from Gambella to Ninyang via Banyrial is accessible for light vehicles via a new bridge that is located in Banyrial, 4 km before reaching Jekow. The bridge is only accessible for light vehicles due to damage.
- Partners are encouraged to provide feedback and data on routes and possible access constraints encountered to the Logistics Cluster.

3. OCHA

- The notification system for travel to Tigray is working well. For colleagues travelling to Tigray, it is advised to have a printed copy of the notification email shared with the Ministry of Peace and OCHA on hand. Colleagues are also encouraged to wear clothing with the logo of their organisation. There has been an influx of international staff over the past week, which suggests that organisations are currently able to successfully scale up their operations in the field.
- The new Head of Office for OCHA Ethiopia, Marcy Vigoda, is meeting with partners in Tigray this week. If there is a need for partners to contact her they are asked to write to Semhal Assefa at semhal.assefa@un.org.
- No recent issues have been reported for the Mekelle – Shire – Adigrat road. There have been some reports of access challenges along the road from Mekelle to Mai Tsebri. Should issues be encountered, partners are encouraged to reach out to OCHA by writing to ismail53@un.org and enter the details in the online incident tracking database at https://ee.humanitarianresponse.info/x/4mhaRu6y.
- DSL connectivity in Tigray is improving for partners. The Ethiopia Humanitarian INGO (HINGO) forum has shared a spreadsheet with NGOs to capture connectivity issues faced. Partners facing challenges are encouraged to contact ismail53@un.org.
- An OCHA Access Working Group meeting will take place tomorrow at 11:00 EAT. Partners interested in attending should email ismail53@un.org.
- OCHA will publish an updated access map by end of the week.

4. Operational Updates

During the past week, the Logistics Cluster dispatched the following:

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- 124 mt of mixed humanitarian cargo were dispatched from Addis Ababa to Shire on behalf of 3 partners.
- 15 mt of mixed humanitarian cargo were dispatched from Addis Ababa to Mekele on behalf of 3 partners.

In the upcoming week, the Logistics Cluster is planning the following dispatches:
- 143 mt of mixed humanitarian cargo from Addis Ababa to locations in Shire and Adigrat on behalf of 3 partners.
- 82 mt of mixed humanitarian cargo from Shire to Gondar on behalf of 3 partners.
- 3 mt of medical humanitarian cargo from Kombolcha to Mekele on behalf of one partner.

As a reminder, below are the storage and transportation services that can be facilitated by the Logistics Cluster for the Tigray response:
- There is 3900 m$^2$ of total warehouse space in Adama available as common storage for partners.
- The warehouse in Gondar has a total of 2400 m$^2$ of common storage space for partners.
- The logistics hub in Kombolcha has a total of 1500 m$^2$ of common storage space for partners.
- The warehouse in Mekele has a total of 1600 m$^2$ of common storage space for partners.
- The common storage space in Semera has a total of 640 m$^2$ for partners.
- The warehouse in Addis Ababa has a total of 1000 m$^2$ of common storage space for partners. This warehouse is used for the consolidation of cargo that is to be dispatched to Gondar, Kombolcha, and Semera.

Partners requesting storage services are invited to fill in the Service Request Form (SRF) and send it to Ethiopia.logisticsclustercargo@wfp.org.

5. Service Request Forms

- The Logistics Cluster thanked partners for the adherence to guidelines and noticeable improvement in the Service Request Forms (SRF) submitted.
- The Logistics Cluster noted that three partners attended the SRF training in the past week. Partners interested in the SRF training conducted at the Addis Ababa warehouse may reach out to the Logistics cluster via email to ethiopia.logisticsclustercargo@wfp.org.
- The Logistics Cluster highlighted the importance of correct SRFs in ensuring quick turnaround and dispatch times.
- Information on dangerous goods to be shared with partners bilaterally via email and in-person at the Addis Ababa warehouse.

The next Coordination Meeting is scheduled for 30 March at 11:00 EAT.
# Contacts

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<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robert Sepe</td>
<td>Logistics Cluster Coordinator</td>
<td><a href="mailto:robert.sepe@wfp.org">robert.sepe@wfp.org</a></td>
</tr>
<tr>
<td>Anne-Maud Drugeon</td>
<td>Logistics Cluster Deputy Coordinator</td>
<td><a href="mailto:annemaud.drugeon@wfp.org">annemaud.drugeon@wfp.org</a></td>
</tr>
<tr>
<td>Andrea Rosales</td>
<td>Logistics Cluster Head of Operations</td>
<td><a href="mailto:andrea.rosales@wfp.org">andrea.rosales@wfp.org</a></td>
</tr>
<tr>
<td>Monica Karlsson</td>
<td>Logistics Cluster Operations Manager</td>
<td><a href="mailto:monica.karlsson@wfp.org">monica.karlsson@wfp.org</a></td>
</tr>
<tr>
<td>Robin Andrew</td>
<td>Information Management Officer</td>
<td><a href="mailto:robin.andrew@wfp.org">robin.andrew@wfp.org</a></td>
</tr>
<tr>
<td>Urs Bultemeier</td>
<td>Information Management Officer</td>
<td><a href="mailto:urs.bultemeier@wfp.org">urs.bultemeier@wfp.org</a></td>
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