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# LOGISTICS CLUSTER

## FIELD-BASED PREPAREDNESS PROJECT (FBPP)

### Project Concept Note

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**Who is this document for?**

National Humanitarian Supply-Chain actors, including Government, National NGOs, International NGOs, the private sector and academia who are interested in strengthening their logistics preparedness and response capacities.

**What does it contain?**

Introduces the Field-Based Preparedness Project, its rationale and mandate, and proposed approach to supporting in-country humanitarian actors.

**Where can I find a softcopy?**

<https://logcluster.org/document/preparedness-concept-note-2020>

### Introduction

Investing in preparedness saves time, lives and money during emergency response and reduces the need for international mobilisation. Recent studies show supply chain accounts for an average of 73% of humanitarian response costs<sup>1</sup>. Careful logistics preparedness can lead to response-time savings of seven dollars per dollar invested and reduce delivery lead-times by between 16-38 days<sup>2</sup>.

Under the mandate given by the Inter-Agency Standing Committee, the Global Logistics Cluster seeks to utilise its expertise and wide network of partners to sustainably localise and strengthen *national* humanitarian logistics capacity, working with national actors to catalyse a shared approach towards logistics preparedness.

### Community-driven preparedness

The Field-based Preparedness Project (*“the Project”*) aims to catalyse the strengthening and localisation of national humanitarian logistics by empowering national responders, and promoting partnerships and long-term collaborative approaches, thereby enhancing outcome sustainability by facilitating a common, localised and autonomous approach.

The Project tailors its in-country approach to address specific stakeholder demands, and contextual and environmental preconditions, building on joint assessments of local institutional capacity needs. It comprises a wide range of capacity creation activities, as well as activities to strengthen capacity retention, utilisation and maintenance within participating stakeholders.

### Project linkages



### National Stakeholder Alignment and Support

A key output of the Project is the formation and/or reinforcement of a National Humanitarian Logistics Preparedness Working Group (*“the Working Group”*), bringing stakeholders together *before* an emergency. The Working Group, ideally headed by the national disaster-management institution, can benefit from the Project's strategic and technical backstopping support. The Working Group will be supported by the Project to conduct a simulation-based analysis, aimed at pinpointing institutional and infrastructural supply chain capacity assets, needs and vulnerabilities. Collaboratively, Working Group members will identify and prioritise areas in need of capacity strengthening and potential solutions to those needs, resulting in a collaboratively drafted Action Plan, building a conducive, team-based enabling operational environment in the process.

In addition to supporting tailored humanitarian logistics localisation within each country's unique context, the Project contributes to a *common framework for humanitarian logistics preparedness worldwide*. The experiences, lessons and best practices from country-level Project implementations are documented for the broader humanitarian community for use in future institutional capacity strengthening around humanitarian preparedness.

<sup>1</sup> Studies carried out by HELP Logistics & Kuehne Logistics University, analysing expenditures of 5 organisations across 23 operations between 2005 -2018.

<sup>2</sup> Based on Cooperative Studies undertaken by HELP Logistics, Kuehne Logistics, ACF France, IFRC, Logistics Cluster, Save the Children International and UNICEF between 2017-2019. See <http://bit.ly/2lmazuF>

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### Project Timeline

The Project's relatively short timeline of around 12-18 months is designed to start a process of ongoing, nationally led preparedness actions, with the Working Group continuing to implement the Action Plan well after the Project's in-country presence ends.

#### DEPLOYMENT

#### PROJECT MILESTONE

#### ONGOING ROLLOUT

Action plan sign-off

Long-term activities



Preparedness Expert (6-8 months)

National Preparedness Officer



Capacity Mapping &  
Fact finding



Analysis & Planning



Action Implementation



#### Potential activities

In collaboration with the lead disaster-management body facilitate:

- Comprehensive national and local stakeholder analysis and capacity mapping
- Analysis of institutional coordination arrangements, accountabilities and response mechanisms
- Creation of information sharing procedures

#### Key outcomes

- A comprehensive overview of national preparedness actor, roles and response efforts.
- Diverse and easily accessible information and knowledge products on national preparedness capacities.
- Timely and widespread information sharing through functional communication channels.

#### Potential activities

Support the lead disaster-management body to establish or strengthen the Working Group, and support the latter to:

- Develop and roll-out engagement strategy for national preparedness capacity strengthening
- Convene and facilitate information-sharing and gap-analysis workshops and simulation-based exercises
- Draft and validate a national, multi-actor logistics preparedness capacity strengthening strategy & plan

#### Key outcomes

- Published stakeholder-validated workshop outcome reports detail key gaps, bottlenecks, findings and next steps.
- Stakeholder commitment to operationalise the capacity strengthening roadmap secured and documented
- Working Group established with clear Terms of Reference.

#### Potential activities

Support lead disaster-management body and Working Group in:

- Developing/revising key national logistics preparedness plans and regulations
- Strengthening institutional accountability and effectiveness mechanisms
- Aligning strategic, financial and operational advocacy efforts (e.g. strategic prepositioning, Unsolicited Bilateral Donations, resource mobilisation/financing mechanisms)
- Aligning technical and operational planning and implementation capacities through training, simulations and other practical exercises
- Strengthening partnerships/South-South cooperation with neighbouring countries

#### Key outcomes

- Submission/endorsement of a national logistics preparedness strategy and plan.
- Effective and sustainable data preparedness.
- Strengthened evidence-based and aligned stakeholder advocacy efforts.
- Greater availability of relevant, reliable and accessible national expertise.
- Strengthened communication and engagement between global and national level preparedness actors.