LOCATION: Suva, Fiji
DATE: 11 May 2016
CHAIR: Logistics Coordinator, Fiji Procurement Office (FPO)
PARTICIPANTS: DHL, International Organization for Migration (IOM), National Disaster Management Office (NDMO), Save the Children, TOTAL, World Health Organization (WHO), World Food Programme (WFP), United Nations Children’s Fund (UNICEF)

ACTION POINTS:
• WFP to share with participants its Minimum Preparedness Activity checklist

AGENDA:
1. Introduction
2. Private Sector Updates
3. Common Storage
4. Tropical Cyclone Winston

1. INTRODUCTION

• The Fiji Procurement Office (FPO) Logistics Coordinator introduced participants to the new series of monthly meetings focusing on Emergency Preparedness and Response (EPR).

• Fiji EPR meetings will be lead the FPO and the National Disaster Management Office (NDMO) with the participation of Government and UN agencies, non-governmental organisations (NGOs), IFRC and the Red Cross, private sector stakeholders and other interested parties.

• The World Food Programme (WFP) introduced its four-year disaster preparedness project for the Pacific, headquartered in its newly established regional office in Suva.

• In collaboration with Pacific Islands’ governments, the WFP programme will focus on augmenting and strengthening emergency preparedness and response capacity in the areas of Logistics, Emergency Telecommunication and Food Security, in the following countries: Fiji, Samoa, Solomon Islands, Tonga and Vanuatu.

2. PRIVATE SECTOR UPDATES

• DHL shared with participants information about its work during the Tropical Cyclone (TC) Winston response, which was carried out in close collaboration with the NDMO. It also shared its broader engagement with governmental ministries, non-governmental organisations and UN agencies during emergencies (i.e. TC Pam in Vanuatu), and its participation in the humanitarian Cluster system.

• DHL encouraged other private stakeholders to feed back into the Cluster mechanism, so that gaps in the logistics chain can be pre-emptively identified and addressed accordingly.

• TOTAL stressed the importance of involving other oil companies to ensure that, when a disaster strikes, continuous and diversified fuel supplies are readily available in country to humanitarian actors and emergency responders. TOTAL, which is the Government of Fiji contracted supplier, advised there is a 3-
month shipping timeframe for oil deliveries, and called for a more streamlined system of borrowing and lending fuel supplies.

- Participants discussed the need to better engage, structure and incorporate private sector stakeholders into the Cluster system, and more broadly in emergency preparedness and response activities; to identify needs, issues and expectations for their involvement; and to familiarise businesses and enterprises with the humanitarian architecture and its emergency best practices.

### 3. COMMON STORAGE

- Plans are ongoing to set up a common warehouse in Suva for the prepositioning of humanitarian stocks in Fiji. A warehouse in the FPO Walu Bay compound, in need of renovation and totalling 760m², has been identified for this purpose.
- UNICEF informed participants it is currently assessing the viability of the warehouse. To define required costs for renovation, participation and expressions of interest will be sought from other partners interested in making use of the warehouse, if/when restored.
- Pending requests and interest from humanitarian partners, WFP can also explore the option of establishing a United Nations Humanitarian Response Depot (UNHRD) that can serve as a preposition hub for the Pacific region.
- NDMO advised the Western Division Commissioner is planning to establish a warehouse, through funding from the Government of New Zealand that can serve the western part of the country.
- WFP informed participants that a regional stockpile mapping, updated on a monthly basis, is available on the OCHA Pacific humanitarian response website, at: [https://www.humanitarianresponse.info/en/operations/pacific-region/logistics](https://www.humanitarianresponse.info/en/operations/pacific-region/logistics)

### 4. TROPICAL CYCLONE WINSTON

- FPO informed participants that the Duty & VAT exemption for humanitarian cargo arriving into Fiji, introduced following TC Winston, has been extended until 30 May.
- The NDMO informed participants it is planning to roll-out a TC Winston Lessons Learned exercise at the divisional, HQ and national-levels. Further Lessons Learned exercises from the FPO and the Pacific Humanitarian Team on inter-cluster coordination, are also in the pipeline.
- WFP will share with participants its Minimum Preparedness Activity checklist that can be crosschecked against Lessons Learned findings. The document can also be used as the basis to strategize governments’ and organisations’ capacity to respond to emergency from a logistical point of view. WFP advised this should be tailored to reflect the specificity of Fiji’s operational and logistical context.

[www.logcluster.org](http://www.logcluster.org)
ANY OTHER BUSINESS (A.O.B.)

- The next Fiji EPR meeting will be held on **15 June** at the **FPO Walu Bay in Suva**. Invitations and the meeting agenda will be shared in due course.
- Organisations, agencies and companies interested in being included in the Fiji EPR distribution list should send an email to: **fpo_shipping_suva@govnet.gov.fj**
- A Pacific EPR webpage, with a dedicated Fiji site, is currently being established on the Logistics Cluster website for ease of sharing of information and documentation pertaining to logistics and emergency preparedness and response.

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