LOCATION: Suva, Fiji

DATE: 18 October 2016

CHAIR: Logistics Coordinator, Fiji Procurement Office (FPO)

PARTICIPANTS: Fiji Procurement Office (FPO), International Federation of Red Cross Societies (IFRC), The Salvation Army, Habitat for Humanity Fiji, OXFAM, Fiji Revenue and Customs Authority (FRCA), Courier, Document and Parcel Services (CDP), World Food Programme (WFP).

ACTION POINTS:
- Organisations to share inventory of current logistics capacities;
- Organisations interested in receiving/distributing First Aid Kits to contact the FPO;
- Habitat for Humanity to share volume of tarpaulins with Logistics Cluster to help identify storage solution.

AGENDA:
1. Minimum Preparedness Actions
2. Shared Warehouse Update
3. Organisations Update
4. A.O.B.

1. MINIMUM PREPAREDNESS ACTIONS

- The Chair began by reminding participants about the importance of addressing Minimum Preparedness Actions. In line with previous discussions, working groups should be formed to focus on issues such as Energy, Transport and Customs Broking.

- A concern was raised in regards to solely focusing on Preparedness, and the risks of ignoring Readiness. It was reinforced that while a Minimum Preparedness Action list should be used, a stress test – i.e. Readiness - should be run for the Logistics Cluster.

- An example that was given was the potential dissemination of public awareness notices through media sources to prompt the public to think about how ‘Ready’ they were as the cyclone season approaches. It was noted that this method had already been identified by the Shelters Cluster and is currently being looked into.

- It was established that a more proactive approach was needed as we enter the 2016/2017 cyclone season, and that Minimum Preparedness Actions need to be better addressed. As part of this, the national Tropical Cyclone Winston Lessons Learned report has been proposed to be looked at in the next meeting.

- All parties agreed on the urgency of inviting more stakeholders in order to expedite effective preparedness measures.
2. SHARED WAREHOUSE UPDATE

- WFP confirmed that the engineering assessment of the shared warehouse site at Walu Bay is projected to begin around the end of October/beginning of November, and is estimated to take approximately 2-3 weeks to complete. Given this timeline, the project is still on track to be completed by the end of 2016.
- Discussions are still ongoing with the private sector to secure a potential site at the Kalabo Tax-Free Zone, outside Suva, for a shared warehouse facility in 2017. In addition, CDP identified another potential site in Cunningham (an area of Suva) that is available for viewing.
- It was agreed that stakeholders should look at further warehousing sites and Mobile Storage Units (MSUs) in other parts of Viti Levu and Vanua Levu in the coming year.

3. ORGANISATIONS UPDATE

- Organisations were prompted to share information about logistics resources and capacity (i.e. storage, pre-positioned stock, transportation). The goal at the next meeting will be to discuss what stakeholders already have, in order to help identify gaps.
- A Pacific Stockpile Mapping, produced monthly by WFP, is currently available at: http://tinyurl.com/hywlt6y. Organisations in need of further information should contact the Stockpile Mapping, Pre-positioning & Standardization Officer: Siokkun Jang | siokkun.jang@wfp.org | +679 7893803
- FPO has identified several thousand First Aid Kits in its storage, and is looking to release these to any organisation that may be in need of them. It was suggested that FPO get in touch with UNICEF who might be interested in distributing these within local schools, especially in rural areas.
- A request for food storage options was made by The Salvation Army (in regards to dehydrated vegetarian food sachets arriving in the country). CDP addressed this request, and indicated availability of some of its storage space.
- Habitat for Humanity Fiji requested warehousing space for prepositioning an incoming shipment of tarpaulins from Australia. The Logistics Cluster requested that the exact volume be identified before potential storage options can be negotiated.
- The Salvation Army has made available 4X20 ft. containers as storage options for any organisations that may have use for them.
- Oxfam has 1X20 ft. container available in Suva for organisations that may need it. It also has storage spaces in Taveuni and in Bua at the water authority office.
• The Red Cross has two MSUs that CDP has suggested it has space for. CDP also indicated that it may have space for some of the approximately nine containers due to arrive in about a month for the Red Cross.

ANY OTHER BUSINESS (A.O.B.)

• Organisations agreed that an updated contact list is to be circulated amongst stakeholders as part of preparedness measures.
• Stakeholders have agreed that, in light of the imminent cyclone season, Logistics Cluster meetings will now be fortnightly rather than monthly.
• The next Fiji EPR Logistics Cluster meeting will be held on Friday 4th November, 2016 at 10am. The venue will be confirmed at a later date, depending on the number of confirmed participants.

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