LOCATION: NGO Coordination Committee for Iraq (NCCI) Compound, Erbil, Iraq

DATE: 11 November 2014

CHAIR: Logistics Cluster Coordinator

PARTICIPANTS: Action Contre La Faim (ACF), International Office for Migration (IOM), Mission East, Save the Children, Oxfam

ACTION POINTS:
- Partners requested to share information on warehouse capacity.
- Partners requested to share input for the Access Constraints Map: [http://www.logcluster.org/map/iraq-access-constraint-maps-9-october-2014].
- The Logistics Cluster to establish a mechanism for partners to share supplier information and other operational materials.
- Contact details for Logistics Officer in Duhok to be added to the Logistics Cluster Iraq Operation webpage. (http://www.logcluster.org/ops/irq14a)

AGENDA:
1. General Update
2. Warehouse Status
3. Winterisation Update
4. Logistics Cluster Service Provision and Planning for 2015
5. A.O.B.

1. General Update
- The Logistics Cluster Coordinator opened the meeting and thanked NCCI for agreeing to allow meetings to be held at their premises.
- Participants introduced themselves, and were given a brief by a new organisation attending the meeting, Mission East about their planned geographic/activity focus.

2. Warehouse Status
- The Logistics Cluster is providing the following storage options:
  - Warehouse in Duhok is being utilised by two organisations with cargo totalling 18mt and 97m³.
    - Temporary storage in Duhok, actually located in Batel approximately 40km out of Duhok on the Zakho road – 1,200m² for up to 30 days; Standard Operating Procedures (SOPs) are available on the Iraq Operations page on the Logistics Cluster website: [http://www.logcluster.org/document/sops-standard-operating-procedures-2]; and is increasing the available capacity with a Mobile Storage Unit (MSU) adjacent to the current warehouse.
    - Emergency storage in Erbil – 450m² for emergency support to allow organisations to scale-up operations. Logistics Cluster emergency warehouse support in Erbil remains available for use when
partners have cargo in transit for short periods. \textit{Correction to previous minutes of meeting from 28 October, one agency has still not collected its cargo of hygiene kits totalling 3.5mt/14m³.}

- All requests for storage need to be submitted to the Logistics Cluster on the Service Request Form (SRF) (http://www.logcluster.org/document/service-request-form-6) and must be submitted via email to Iraq.Cargo@logcluster.org for review. Any requests which are not sent using the SRF will be rejected.

- It was reported that UNFPA had identified a cold storage facility in Erbil in a warehouse compound. The storage units are approximately the size of a TEU container, and rental is approximately US$10 per m³, dependent on whether chilled or frozen.

3. Winterisation Update

- Discussions about the possibility of airlift for Non Food Items (NFIs) winterisation cargo are on-going. The Logistics Cluster coordinator explained that should such airlifts be requested by organisations, the Logistics Cluster had budgeted for three airlifts, and that OCHA would coordinate the UN agencies and other organisations, if airlifts are requested. OCHA, as well as cluster leads for NFIs, Camp Coordination and Camp Management, and Shelter, would identify consignees from within their clusters for each consignment of cargo.

- Kerosene availability and quality was again discussed. One organisation detailed three prices of kerosene in 220l barrels depending on the source of the kerosene: Baghdad (220,000 per barrel), Kirkuk (250,000 per 220l barrel), Baiji (300,000 per 220l barrel). This does NOT include any transport costs to move it to intended the point of use.

4. Logistics Cluster Service Provision and Planning for 2015

- A Digital Logistics Capacity Assessment (D-LCA) which includes contact information for commercial logistics companies as well as customs information and clearance guidance is available at http://dlca.logcluster.org/display/public/DLCA/Iraq. Organisations are reminded that some of the information is outdated and requires verification. The Logistics Cluster welcomes any feedback.

- Planning for 2015 includes a continuation of current services: storage, emergency transport, information management, coordination, mapping (access constraints map/warehouse capacity map), and planning for a range of contingency options for emergency support.

5. A. O. B.

- The next meeting is planned to take place on November 25, 2014 at 11am in the NCCI Conference room. Meeting frequency will be addressed as required.
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