LOCATION: National Ebola Command Centre (NECC), Monrovia, Liberia

DATE: 5 January 2015

CHAIR: Logistics Cluster Coordinator

PARTICIPANTS: Accel, American Refugee Committee (ARC), Swiss Red Cross, Last Mile Health (LMH), Mentor, MSB, Partners in Health (PIH), Swiss Development Cooperation (SDC), US Department of Defence, USAID/OFDA, RCO, IFRC, UNICEF, UNMIL, WFP, WHO

ACTION POINTS:

- Logistics Cluster to share more detailed guidance of the release process of goods of others.
- The Logistics Cluster to follow up with any updates on current donations.
- Attendees advised to book for the additional flights departing from Cologne, Germany.
- Attendees advised to move cargo to the five Forward Logistics Bases where practical.

AGENDA:

1. Announcements
2. Donations
3. Air Operations
4. Sea Operations
5. A.O.B

1. Announcements

- The Logistics Cluster Coordinator informed attendees that the Logistics Cluster’s central warehouse is 90% full.

- The Logistics Cluster Coordinator discussed the current stock on hand at the central warehouse. Attendees were asked to send Service Request Forms (SRFs) in order to facilitate the movement of cargo outside of Monrovia to the five Forward Logistics Bases (FLBs).

- Attendees were informed of a proposed release order process regarding the retrieval of goods. The Ministry of Health, WHO, UNICEF and USAID were identified as the supply owners. The release order process will be updated and shared with the attendees once finalized.

- Attendees were shown how the centralised supply chain approach works regarding the movement of cargo in Liberia. Attendees were then shown the de-centralised approach which will begin in the near future. In this approach, call forwards and requests for supplies are made from Ebola Treatment Units (ETUs), Community Care Centres (CCCs) and Health Facilities directly to FLBs. Items are then directly released.

- The current transport capacity was discussed and attendees were told that schools are reopening at the beginning of February and that this may affect transport capacity. Attendees were therefore asked to send SRFs for cargo movement as early as possible.

- The Logistics Cluster Coordinator reported that schools are scheduled to reopen 2 February. UNICEF stated that it is liaising with the Ministry of Education to deliver preventative items (e.g. thermometers) to all schools; this is expected to place
an additional demand on trucking capacity. Participants were advised that, given the significant volume of dispatches expected in the coming weeks, all SRFs should be submitted as early as possible.

2. Donations

- The Logistics Cluster Coordinator reported that the final allocation plan for the donation of Swiss generators will be proposed during the next Logistics Cluster meeting. The transportation of these generators from Switzerland to Liberia, will be either by air and arriving at the end of January, or shipped and therefore estimated to arrive at the end of February.

- The Logistics Cluster Coordinator reported that there were four requests for the four donated incinerators and the Logistics Cluster will proceed with the transportation of the incinerators.

3. Air Operations

- The second of the four funded flights organized by the Logistics Cluster is now fully booked. The aircraft will complete a double drop to Conakry and Monrovia and will departure from Cologne between the 7th and 11th of January.

- The third and fourth funded flights will be organized depending on the needs. Attendees were advised to send booking requests and packing lists for any cargo to move to ebola.acc@logcluster.org.

- Regarding inland air operations, the Logistics Cluster Coordinator discussed the movement of dangerous goods and in particular chlorine and fuel. The Logistics Cluster Coordinator explained it was not a problem to transport these goods, but it was requested that humanitarian organisations should inform the Logistics Cluster of the presence of these dangerous goods prior to actual transportation.

4. Sea Operations

- The Logistics Cluster Coordinator reported that the Dutch Navy vessel the Karel Doorman offloaded at Freeport without incident on 2 January.

5. A.O.B

- The Logistics Cluster Coordinator proposed to have a weekly Logistics Cluster meeting instead of the current bi-weekly meetings. Attendees agreed and the weekly meeting will now occur Thursdays at 1400.

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