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

DATE: 16 April 2015

CHAIR: Logistics Cluster Coordinator

PARTICIPANTS: UN Mission in Liberia (UNMIL), Incident Management System of Liberia (IMS), World Health Organization (WHO) Swiss Agency For Development And Cooperation (SDC), Medecins Sans Frontieres Belgium (MSF B), International Committee of the Red Cross (ICRC), UNMEER, OXFAM UK, Last Mile Health (LMH), US Department of Defense, International Federation of the Red Cross, Global Communities

ACTION POINTS:

- The Logistics Cluster to share information on the new customs clearing procedure.
- The Incident Management System of Liberia (IMS) to share a list of registered commercial customs agents.
- The Logistics Cluster to consolidate all requests regarding training and assess what trainings are possible.
- Organisations to share information on trainings or trainers currently available.
- UNMIL to share weekly mapping and road updates.
- The Logistics Cluster to share road status information.
- Organisations to share information on pipeline projections, dispatches or prepositioning.
- The Logistics Cluster to extend invitations to partners to take part in the physical stock inventory of current storage facilities at the end of each month.

AGENDA:

1. Announcements
2. Procedural Updates
3. Current Logistics Operations
4. Working Group
5. A.O.B.

1. Announcements

- The Incident Management System of Liberia (IMS) informed the Logistics Cluster that it will no longer be clearing customs bonded goods as of 14 April. The IMS will remain active for the tax exemption procedure, but requests organisations concerned to clear goods through commercial customs agents. The Logistics Cluster is collecting, consolidating and sharing a list of certified commercial customs clearing agents (See section below on Working Group for further information).
- Organisations were informed the Liberia Refugee Repatriation and Resettlement Commission (LRRRC) who have two trucks (3.5 mt capacity each) available for use by the humanitarian community. Interested organisations should contact the Logistics Cluster for details.
- The Montserrado IMS advised that by the end of April, there will be a 50% reduction in available ambulances.

2. Procedural Updates

- For information on Logistics Cluster services and how to access them, organisations were advised to see the Logistics Cluster website (http://www.logcluster.org/ops/ebola14)

2. Current Logistics Operations
• Regarding winterization, it was advised that ahead of the rainy season, drainage channels and ground elevation works are ongoing at all of the five Forward Logistics Bases (FLBs) and nine Mobile Storage Units (MSUs) erected for the Ministry of Health (MoH). The expected completion date is the end of April.

• An official handover ceremony of a Chinese donation to the Government of Liberia took place at the SKD Main Hub on the 15 April. The donation included ambulances, pickup trucks, forklifts and medical equipment.

• On the 15 April, the generators donated by the Swiss were cleared through customs and transported to the SKD Main hub where they were removed from their containers and stored.

• The last mile distribution of a country wide dispatch of mosquito nets is ongoing with the Liberia Ministry of Health (MoH) and Plan International, which includes moving the mosquito nets from the forward logistics bases to their final destination. As of 16 April, 98,500 mosquito nets were dispatched from Gbarnga FLB and 71,300 mosquito nets dispatched from Buchanan FLB. The final distribution from all FLBs is expected to be completed at the start of week beginning 20 April.

• In order to speed up the dispatch process from FLBs to the final destination, it was agreed that storage and kitting space will be made available to MoH partner, JSI, at all five FLBs. A total of five 6 x 9m tents were loaned to JSI, and will soon be installed at each of the five FLBs.

• Organisations were updated on the storage space utilization of the MLBs and FLBs, with the SKD Main Hub and the Buchanan FLB still close to full capacity. The Roberts International Airport has 85% storage capacity utilized, the seaport hub 70%, Gbarnga FLB 80%, Voinjama FLB 70%, Zwedru FLB 70% and Harper FLB 82%.

4. Working Group

Topic 1: New Customs Procedure

• IMS staff gave organisations an explanation of the new customs procedure. As of the 14 April, the IMS is no longer clearing incoming customs bonded goods. The IMS will remain active for the tax exemption procedure, but requests all organisations concerned clear their goods through commercial customs agents. For the tax exemption process, the IMS requests organisations to submit all necessary and duly completed documents as per the previous procedures. Once tax exempt, the agencies should request the services of commercial clearing agents.

• It was advised that everything currently in the pipeline will still be cleared by the IMS but no customs clearance requests sent after 14 April will be accepted.

• A list of commercial agents will be shared by the IMS focal point during next meeting. The Logistics Cluster Coordinator highlighted that if any organisation is aware of commercial clearing agents, they are welcome to share the details with the Logistics Cluster, for distribution among all partners.

Topic 2: Capacity Building

• The Logistics Cluster has collected requests from organisations regarding capacity building and training needs. Several organisations advised they would be interested in receiving basic, as well as mid management level trainings, on topics such as warehouse operations, fleet management and supply chain.

• Attendees enquired whether trainings could also be provided outside of Monrovia and if there was a maximum number of participants per organisation. The Logistics Cluster Coordinator highlighted that for the moment, the Logistics Cluster is only collecting information on needs and requirements, and will share further information on any potential trainings once confirmed.

• The Logistics Cluster Coordinator encouraged organisations to share information on trainings or trainers currently available.
Topic 3: Road Status Information

- The Logistics Cluster will receive weekly mapping and road updates from UNMIL and will share updates with organisations via the Logistics Cluster mailing list. The Logistics Cluster Coordinator requested organisations to share road access and status information along with transport requests.

- Zwedru, Gbarnag and Monrovia have UNMIL road engineers and patrols who can share updated road statuses. It was also mentioned UNMIL will in some cases repair roads, but this service is conditional. Partners can contact the Logistics Cluster for more information.

Topic 4: Projections

- The Logistics Cluster Coordinator requested partners to push cargo as far forward towards the final destination as possible, due to the rainy season making logistics access increasingly difficult.

- Attendees were also encouraged to share any type of information on pipeline projections, dispatches or prepositioning.

- A Global Communities staff member enquired if the MV Caterina can transport fuel barrels to Harper. It was confirmed this was possible, and adding that fuel is a dangerous good to transport.

8. Any Other Business

- The representatives of the Swiss Agency for Development and Cooperation (SDC) enquired if it was possible to have a first look at the generators, along with the interested agencies and their mechanics. The Logistics Cluster Coordinator agreed and will send out an invitation for a site visit for Monday 20 April in the early afternoon.

- An IFRC staff enquired the Logistics Cluster Coordinator what the status was of the donation of Hyundai Ambulances. The Logistics Cluster Coordinator will liaise with UNMIL and UNMEER and subsequently share any available information.

- Two attendees mentioned encountering difficulties with WFP addresses, as emails regularly bounced back. The Logistics Cluster Coordinator mentioned he will discuss the issue with the ETC / IT staff to assess what the issue could be.

- Partners were informed they will be invited to partake in the physical stock inventory of all storage facilities.

- The next Logistics Cluster meeting will take place on Thursday the 23rd of April at 2m at the NECC.

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