

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

DATE: 28 May 2015

CHAIR: Logistics Cluster Coordinator

PARTICIPANTS: Academic Consortium Combating Ebola in Liberia (ACCEL), American Refugee Committee (ARC), Concern Worldwide, International Committee of the Red Cross (ICRC), International Medical Corps (IMC), International Organization for Migration (IOM), International Rescue Committee (IRC), Swiss Agency for Development and Cooperation (SDC), United Nations Humanitarian Air Service (UNHAS), United Nations Mission in Liberia (UNMIL), US Agency for International Development/Office of Foreign Disaster Assistance (USAID/OFDA), US Department of Defence, World Health Organization (WHO), EOC, Save the Children.

ACTION POINTS:

- Organisations to send road access constraints to the forward logistics bases or GIS Officer
- Organisations to keep sharing information on pipeline projections, dispatches or prepositioning

AGENDA:

1. Procedural Updates
2. Announcements
3. Update on Action Points
4. Operational Updates
5. Working Group
6. A.O.B

1. Procedural Updates

- The Logistics Cluster’s Coordinator informed the attendees that all Logistics Cluster services, updates, key documents and procedures can be found on the Logistics Cluster website at <http://www.logcluster.org/ops/ebola14>.
- A WFP Logistics Officer (Port) presented a snapshot of the new customs clearing procedure.

2. Announcements

- All WFP warehouses will be closed on 30 May for the monthly physical inventory exercise.

3. Update on Action Points

- The Logistics Cluster Coordinator informed participants that the new customs clearing procedure has been published and shared as part of a new Customs Snapshot. It can be found on the Logistics Cluster Ebola Response webpage at <http://www.logcluster.org/document/liberia-customs-procedure-snapshot-5-May-2015>.
- Organisations were reminded to keep sharing information on pipeline projections, dispatches or prepositioning.

4. Operational Updates

- WFP, through the Logistics Cluster, continues to facilitate donations on behalf of the humanitarian community. The Logistics Cluster is currently allocating empty 20 foot containers donated by Maersk earlier in the response to fulfill pending partner requests. Partners that had already been allocated a container were reminded to sign the transfer letter of ownership. Partners that are requesting containers must indicate their offloading capacity on the service request forms. If the container is to be delivered outside of Monrovia, the partner will need to provide their own offloading capacity.
- The Logistics Cluster Coordinator informed the meeting that the WFP transition plan is almost finalized and that free transport and storage for partners not including the Ministry of Health and World Health Organization will cease at the

end of August 2015. Partners were encouraged to start looking into arranging their own logistics operations for after August 2015 and they should start planning to distribute as much stock from the warehouses before the end of August.

5. Working Group

Topic 1: Transition Phase

- Phase out of free Transport and Storage at the end of August 2015.
- Service Request Form (SRF) will be looked at and cleared to see if they are Ebola related.

Topic 2: Road Status Information

- The Logistics Cluster will continue to provide updates on road conditions that could impede cargo and passenger movement throughout the country, and to provide updates on alternative access options, if such information is available. Partners are requested to share information in order for the Logistics Cluster to alert others. In that regard, the Logistics Cluster resent a sample road access constraints template through the mailing list. This template is designed to support overland transport, through the marking and describing of conditions of the roads as well as any type of obstacle (bridges, checkpoints, etc) by all partners. The information can be shared directly with staff at the forward logistics bases or with the GIS Officer (contact details below).

Topic 3: Projections

- Attendees were encouraged to share any type of information they have on pipeline projections, dispatches or repositioning.

7. A.O.B

- Nothing significant to report
- The date of the next meeting will be communicated to organizations via email.

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