LOCATION: Baghdad
DATE: 19 August 2015
CHAIR: Logistics Cluster Coordinator
PARTICIPANTS: ICRC, Mercy Hands, MSF-France, NGO Coordination Committee for Iraq, Norwegian Refugee Council (NRC), Première Urgence - Aide Médicale Internationale (PU-AMI), Relief International and WFP

ACTION POINTS:
- Organisations to analyse their pipeline and stock rotation/dispatch plan when submitting Service Request Forms (SRFs).
- Organisations to share with the Logistics Cluster information and updates that can be included in the Digital Logistics Capacity Assessment (DLCA).
- Organisations to inform the Logistics Cluster if they are interested in attending a Warehouse and Commodity Management training or a GIS workshop to be held in Erbil and Baghdad.

AGENDA:
1. Operational Updates
2. Logistics Cluster Services
3. Information Management & GIS Updates
4. A.O.B.

1. Operational Updates

- The Logistics Cluster informed organisations of the current funding status of the 2015 Humanitarian Response Plan (HRP). So far only 20 percent, roughly US$100 million, of the requirements are covered. Additional contributions may be confirmed in the coming weeks. The Logistics Cluster operation is fully funded until the end of the year.
- Organisations were advised of the progressive re-balancing of the humanitarian operation towards Baghdad, which is in line with the recommendations of the Operational Peer Review. The Humanitarian Country Team (HCT) and the Inter-Cluster Coordination Group (ICCG), chaired by OCHA, are due to start holding meetings in Baghdad, as of September 2015.
- Organisations were informed that as per increased needs related to central and southern operations, the Logistics Cluster has expanded its presence in Baghdad. This includes a new logistics hub offering 2500 m² storage space to the humanitarian community; a Logistics Cluster Coordinator and the convening of regular Logistics Cluster Coordination Meetings in Baghdad, with this meeting being the first for 2015. If necessary, the relocation of further staff to Baghdad will be examined.

2. Logistics Cluster Services

- The Logistics Cluster gave an update on the storage capacity at the different hubs in the country:
  - In Dohuk, the total warehouse capacity is 1,000 m² (6,048 m³). The capacity currently occupied is 41 m² (48mt/403 m³ for three organisations - French Red Cross, MSF Switzerland and NRC) with an available capacity of just over 959 m² (5693 m³).
In Erbil, the total warehouse capacity is 900 m² (5,400 m³) and it is currently fully available. The complete consignment of items donated by the Qatar Charity Foundation (85.967 mt/360.585 m³), which were stored in the warehouse in Erbil, were released to 10 organisations during the past weeks.

The new facility in Baghdad has a capacity of 2,500 m³/15,000 m³ and is currently fully available to accommodate organisations’ requests.

Organisations were advised that the Standard Operating Procedures (SOPs) for accessing Logistics Cluster services and the Service Request Form (SRF), are available on the Logistics Cluster website. Organisations were requested to analyse their pipeline and stock rotation/dispatch plan when submitting the SRF, as storage space allocated to organisations, is to be used for only a limited period of time.

Organisations were informed that currently no cold storage space is available in the Logistics Cluster or WFP storage facilities.

A question was raised on the type of items accepted for storage. The Logistics Cluster informed organisations that a thorough analysis of the cargo specifications indicated in the SRF is undertaken before accepting cargo for storage, in order to avoid any possible storage complications. At present, no cold chain cargo can be accepted for storage. Any possible dangerous cargo would have to be examined on a case by case basis.

Organisations were informed that upon request, the Logistics Cluster could support organisations with information regarding custom clearances. However, the Logistics Cluster is not in a position to manage the customs and clearance process for organisations.

Organisations were advised the planned inter-agency humanitarian convoy from Baghdad to Haditha, consisting of 445 mt (877 m³) mixed-agency cargo, is currently on stand-by due to a very volatile operational environment. OCHA will provide additional operational guidance for consideration at the next HCT meeting.

### 3. Information Management & GIS Updates

- The Logistics Cluster informed organisations of its Concept of Operations (ConOps) document, which was recently updated (12 August) to reflect the changing scenario and response, and uploaded to the Logistics Cluster website at: [http://www.logcluster.org/document/concept-operations-12-august-2015](http://www.logcluster.org/document/concept-operations-12-august-2015)

- The March 2015 updated Digital Logistics Capacity Assessment (DLCA) webpage, available at: [http://dlca.logcluster.org/display/public/DLCA/Iraq](http://dlca.logcluster.org/display/public/DLCA/Iraq), was introduced to organisations as a tool to have up-to-date information related to the logistics infrastructure and services, including procedures and contact lists, in Iraq. Organisations are invited to review the DLCA and provide updates and suggestions to the Logistics Cluster.
As part of a capacity building effort, the Logistics Cluster held a 2-day training on GPS and Road Assessment in Dohuk (3-4 August) and Erbil (10-11 August) for a total of 29 staff (logistics assistants, field monitors, security officers, data analysts) from 14 international Non-Governmental Organisations (NGOs).

In collaboration with WFP, a 4-day Warehouse and Commodity Management training was organised in Dohuk in May 2015. A similar training is being organised in Erbil in September. Organisations are asked to inform the Logistics Cluster if they would like to attend this training. A similar training could be organised in Baghdad at a later stage if it is requested by organisations.

The Logistics Cluster is assessing organisations’ interest in participating in a GIS training in Baghdad, later on in the year. If organisations are interested, they are asked to contact the Logistics Cluster.

The Logistics Cluster Skype group (Iraq Log Cluster Group) was presented to organisations as a simple and effective information sharing platform for matters pertaining to logistics. The group currently has over 90 members. Organisations can request to be added to the group by sending an email to the Logistics Cluster Information Management Officer.

Organisations were informed that the Logistics Cluster provides inputs and updates to OCHA at the inter-Cluster level on a weekly basis and, if possible, regularly updates Logistics Cluster maps.

4. A.O.B.

The Logistics Cluster Coordination Meetings in Baghdad, Dohuk and Erbil are scheduled to be held on a monthly basis, unless urgent operational issues require meetings to be convened on a more frequent basis.

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