LOCATION: Humanitarian Staging Area (HSA), Tribhuvan International Airport (KTM), Kathmandu

DATE: 15 March 2016

CHAIR: Logistics Cluster Coordinator

PARTICIPANTS: Ministry of Home Affairs (MoHA) co-chair, CARE, Islamic Relief Worldwide (IRW), Mission Aviation Fellowship (MAF), Samaritan’s Purse, Save the Children, Tearfund, UNICEF, World Vision International (WVI).

ACTION POINTS:
- Organisations to share their logistics pipeline projects and their needs for Logistics Cluster services;
- Organisations to share their weekly plans for fuel requests;
- Organisations to report on any problems related to movement around the border region and impact of fuel shortages on their activities;
- Organisations that are interested in sharing assets of the new Humanitarian Staging Area (HSA) to provide information on where they are working, what logistics infrastructure they possess and what type of items they are pre-positioning or holding for future response;

AGENDA:
1. Logistics Information Updates
2. Logistics Cluster Services
3. Emergency Preparedness and Response project (EPR)

1. Logistics Information Updates

- Participants were invited to introduce themselves and to briefly state the major challenges facing their organisations through a *tour de table*.
- Anticipating the upcoming closure of the Logistics Cluster operations on 30 April, organisations were requested to share their pipelines and pending requests for Logistics Cluster services, as the hubs decommissioning plan depends on their inputs; i.e. dismantling strategies are chosen according to the number of service requests received from the organisations and respective locations.
- Organisations were informed that transport and storage services can continue to be provided after the closure of the Logistics Cluster under a WFP Services Provision Memorandum of Understanding (MoU) on full cost recovery basis plus 4.5% management fees.

Fuel provision

- Fuel provision for the humanitarian distribution of relief items will continue to be facilitated until closure of operations on 30 April. Procedures for requesting fuel remain the same.
- The Association of International NGOs (AIN) has rolled out a trial period of two weeks, 7-11 and 14-18 March, for the provision of fuel to support organisations operational needs.

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Fuel for operational needs is being collected by organisations in Kathmandu HSA, Deurali (Gorkha) and Chautara (Sindupalchowk).

The National Cluster Coordinator raised the concern of understanding responsibilities regarding the release of hazardous materials, i.e. organisations have requested to collect from the Logistics Cluster more than 1,000 litres of fuel to be carried in bulk containers. In order to minimize the risk of potential incidents associated with fuel spills, including serious injuries, the Cluster Coordinator requested organisations to identify allowable container size and quantities for flammable and combustible liquids.

### 2. Logistics Cluster Services

- Organisations were reminded to provide information on their needs in order to help the Logistics Cluster to plan its services accordingly. Services will be facilitated by the Logistics Cluster until the end of April.

**Road Transport**

- Road transport with both origin and destination is provided on a free-to-user basis from Kathmandu Humanitarian Staging Area (HSA) to Ramechap and Okhaldunga and from the hubs of other three priority districts, Gorkha, Sindhupalchok and Dolakha to the final destinations.

- The Logistics Cluster Coordinator encouraged organisations to use the services if needed and to keep sending their requests.

**Remote Access Operation (RAO)**

- The Remote Access Operation (RAO) will continue to facilitate transport services until the end of July.

**Air Transport**

- Mission Aviation Fellowship (MAF) informed organisations that its services have been extended until 21 April. Anticipating the imminent closure of service, organisations are requested to send their transport requests as soon as possible, in order to help MAF to plan its facilities accordingly.

**Warehousing**

- Organisations were reminded to remove outstanding Non Food Items (NFIs) stored in the Logistics Cluster hubs as soon as possible. In case there is no distribution plan, organisations are encouraged to donate these items to other organisations that might need them.

- Anticipating the upgrading of the Humanitarian Staging Area in Kathmandu as part of the Emergency Preparedness and Response project (EPR), WFP will be able to offer from mid-July long term storage facilities on a cost recovery basis. Deurali and Chautara offer storage space from May on cost recovery (plus 4.5% administrative fees).

- Organisations that have Mobile Storage Units (MSUs) on loan were asked to submit a clearly documented justification for the need of continuing to use the MSUs after the Logistics Cluster service closure at the end of April. Upon Senior
Management endorsement of each case, loan agreements may be extended or the MSUs may be donated to the organisations. The requests are currently under revision. More details will be provided as soon as possible.

GIS

All the Logistics Cluster maps for the Nepal Response Operation can be accessed at the following link:


3. Emergency Preparedness and Response project (EPR)

- Organisations were reminded that the Humanitarian Staging Area will be upgraded as part of the Emergency Preparedness and Response project (EPR). The new structure will include a logistics operation centre, a workshop, a fuel station, among other assets.

- Objectives:
  - To further strengthen the emergency preparedness and response capacity of the HSA;
  - To cater for pre-positioning and storage needs to respond quickly to future potential disasters.
  - To co-locate key partners, including GoN;
  - To provide opportunities for an integrated logistics approach to any response.

- On completion of the EPR project and construction in June 2016, WFP will implement a sustainability plan for the full cost recovery of the facilities, including potential cost-sharing of:
  - Long term storage of fast moving response items;
  - Office space; and
  - Training facility space and services.

- Organisations were reminded of the benefits that follow a potential collaboration with WFP in sharing assets of the new HSA, including reinforcing emergency preparedness, saving costs, utilizing fully functional office spaces, among others.

- A letter has been shared among organisations Country Directors and Representatives in order to identify if there any organisation wants to partner with WFP on the project.

- Organisations that are interested should provide information on where they are working, what logistics infrastructure they possess and what type of items they are pre-positioning or holding for future response. They can contact the project Focal Point, Dorothy Hector, at dorothy.hector@wfp.org.

The Logistics Cluster Coordination Meetings will be held as follows:

Kathmandu: HSA, 29 March at 11:00

www.logcluster.org
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