

DATE: 16 July 2018

CHAIR: Martin Keitsch – GLC/Preparedness

PARTICIPANTS: Martin Keitsch (GLC/Preparedness), Jemma Pietrus (GLC/IM), Elisabeth Wright (OCHA), Virginie Bohl (OCHA), Lea Stegemann (HELP Logistics), Susiana Adi (Plan International), Patrick Efinda (UNICEF), Juan Galvez (IFRC)

- ACTION POINTS:**
- [continued] A Global Preparedness Guide drafted by GLC will be sent to the Preparedness Working Group (WG) for feedback in the final week of July.
 - WG encouraged to reach out if they would like to be involved in testing phase of platform rollout.
 - WG members to communicate with deployed staff to determine potential interest in participating in upcoming preparedness training/workshops in Bangladesh and Madagascar.
 - WG members asked to advise if they can provide technical assistance/input into scope and development of upcoming training, simulation and workshop activities across the pilot countries.
 - GLC to follow-up on status of Indonesia Humanitarian Logistics Master Plan (HLMP) draft, and share with Global Working Group Members accordingly.
 - GLC to follow-up bilaterally with WG members on possible alignment and collaboration for upcoming preparedness activities in Nigeria.

- AGENDA:**
1. Overall update
 2. Preparedness Guide update
 3. Country update
 4. Other activities (including presentation from OCHA on customs preparedness activities in Nigeria)
 5. Upcoming activities and working group involvement
 6. Outlook & AOB

1. Overall update

- Project plan adaption and fundraising activities ongoing.
- An overview of where funding had been applied for was presented. It was once again reiterated by the Chair that, in case of successful funding grant, preparedness activities will be extended to up to 26 countries until 2021.
- An update of core work stream activities was provided.

2. Preparedness Guide update

- Drafting phase of Preparedness Guide is ongoing.
- First version dissemination is now planned for final week of July for feedback from WG, Global Logistics Cluster and Logistics Cluster operations.
- A working revision is planned for 10 August, with final review and a second version planned for distribution in December 2018.

- WG members are encouraged to provide guidance, subject matter expertise and overall feedback on scope, framework and content.

3. Update on Country Level Activities (WS 3)

- Madagascar: A preparedness evaluation/questionnaire was provided to 38 stakeholders in Madagascar. An infographic highlighting the results is available in French and English [here](#).
- Report and results from the data fact finding workshop that took place in Madagascar in June with more than 50 participants has been published [online](#).
- Preparations for Preparedness Platform Induction Training (30-31 July) and National Logistics Workshop and Simulation Exercise (1-3 August) are ongoing.
- In line with preparedness activities in Madagascar, WFP handed over two speedboats to Corps de Protection Civile in June. The prepositioning of the speedboats will help address some of the key logistical challenges identified following the Cyclone Enawo response.
- Bangladesh: The Preparedness Officer has been continuing work to establish a network amongst humanitarian coordination teams.
- Three preparedness trainings/simulation exercises are planned throughout July/August. WG members are encouraged to reach out if they have deployed staff in-country interested in participating and/or if they have technical expertise they would like to contribute to the upcoming events.
- Indonesia: Currently supporting government authorities on the finalisation of a Humanitarian Logistics Master Plan (HLMP) draft.
- GLC chair to follow-up on status of HLMP draft and share with working group members accordingly.

4. Country update

- WG were provided with an overview of the survey results for the re-selection of the sixth pilot country.
- Based upon survey feedback and operational feasibility GLC suggested South Sudan as sixth pilot country.
- OCHA noted that World Customs Organisation (WCO) preparedness activities are also ongoing in South Sudan. WG members are encouraged to liaise with GLC on potential preparedness activity links with South Sudan.
- WG has decided to propose South Sudan as the sixth pilot country.

5. Other activities

- Nigeria: OCHA representative provided a 10-minute presentation on current OCHA activities with WCO in Nigeria following a mission from 9-13 July. The mission focused on implementation of SOPs (to be validated end of 2018) receiving measures for humanitarian cargo, as well as conducting a simulation to enhance efficiency. Plans to return to Lagos on the week 23 July, for an additional simulation, and follow-up on support request.
- Once SOPs are finalised and validated, GLC to share on Logistics Cluster preparedness webpage, and OCHA/WCO initiatives will be integrated into GLC preparedness activities during implementation phase of Nigeria preparedness project.

- Focus Task Force Meeting on Airport Efficiency for Effective Humanitarian Assistance and Disaster Response will take place in Montreal on 20-22 August, 2018.
- Platform: WFP IT team have undertaken an architecture review of the platform. User testing for front-end optimisation will take place in August. Following participation in the WFP innovation accelerator boot camp (4–8 June), additional funding has been applied for as part of the WFP innovation accelerator support activities.
- Webpage: [new-look webpage](#) to go live week 16 July. An overview of how the page will be structured was provided to the group.
- It was noted by GLC that landing and individual country pages are intended to provide support for communicating in-country activities, as well as providing a communications channel for GLC preparedness activities more widely.
- WG members are encouraged to provide feedback, as well as any documents that they may wish to have published on the webpage (landing page and/or individual country pages).

5. Outlook and AoB

- WG members encouraged to reach out for interest in participating in platform rollout phase 1 for August.
- WG members encouraged to advise if they can provide technical assistance/input into scope and development of upcoming training, simulation and workshop activities across the pilot countries.

The next Preparedness Working Group teleconference meeting is planned to take place 11 September 2018.

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