

DATE: 11 September 2018

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- ACTION POINTS:**
- The drafted Global Preparedness Guide is planned to be sent by GLC to the Preparedness Working Group (WG) for feedback in the final week of September following internal review and feedback.
 - GLC Preparedness Focal Point is to continue bilateral conversations with WFP Fiji CO and interested organisations regarding the Pacific Logistics Mapping (PALM) platform.
 - GLC Preparedness team to send out survey and undertake bilateral discussions with WG members over the coming month for latest country selection and prioritisation.
 - GLC to share existing studies on importation, customs and RoI.
 - GLC Preparedness WG members were encouraged to reach out if they have staff in-country in Haiti, Nigeria or South Sudan that are interested in participating preparedness activities and/or would like further information on Madagascar Regional Working Group activities.

- AGENDA:**
1. Overall update
 2. Preparedness Guide update
 3. Country update
 4. Platform update
 5. Upcoming activities and working group involvement
 6. Outlook & AOB

1. Overall update

- The Preparedness Project has secured funding from OFDA and German Federal Foreign office (GFFO). The latest round of funding commitments will allow preparedness activities to be extended to up to 24 countries until 2021. The next step includes stakeholder feedback on country prioritisation.
- A Project Implementation Officer will join the Global Logistics Cluster Preparedness team within the upcoming weeks, tasked with supporting in-country roll-out.
- Funding for WFP Innovation Accelerator is in the final agreement phase.
- Additional multi-donor fundraising is ongoing (approximately USD\$ 2.5 million). The funding will be predominantly allocated to the roll-out of platform development phases 2-4 (Minimum Viable Product and operational rollout, and resource-based development of further modules).
- More information on the platform development phase can be provided by the GLC Preparedness Team (hq.glc.preparednes@wfp.org).
- An update of available funding for Quarter 4 2018 was provided. Finalisation of budget review and updated roadmap will occur in the coming month.

- The GLC preparedness Focal Point provided an overview of budget plan structure for each preparedness country, which was agreed upon based on minimum needs. It was emphasised that the implementation of the budget plan and activity schedule has been designed to harmonise with WFP Country Office (CO) and existing partner-funded activities in a complementary manner.
- Quarter 4 2018 roadmap:
 - Eight planned field missions so far (Bangladesh, Haiti, Indonesia, Madagascar (2x), Nigeria, Pacific region, South Sudan).
 - Project implementation in three new countries.
 - Platform phase 1 development.
- Information Management (IM) and communications:
 - New webpage layout launched in July, doubling the number of page views from June.
 - Social media posts related to preparedness has increased from June-August (in comparison to March to May).
 - Total number of documents uploaded for preparedness doubled from June-August (in comparison to March to May).
 - The field has provided positive feedback on the communication of preparedness activities across Logistics Cluster social media channels.

2. Preparedness Guide update

- The drafting phase of the Preparedness Guide is ongoing. First version dissemination was delayed due to lack of resources.
- It was emphasised that it is important to consistently apply common and complementary procedures and a coherent project framework. As such the guide will take the following into consideration:
 - Programmatic framework to take into consideration outcomes from Madagascar, Bangladesh and Indonesia.
 - LogFrame to be harmonised with WFP Integrated Road Map
 - KPIs coordinated with GLC KPI Working Group
- GLC Internal dissemination for Preparedness Guide draft is now planned for 18 September. Circulation with Working Group, Logistics Cluster missions and WFP is planned for 25 September. It will subsequently be turned into an active, published product in October (date TBC).
- GLC Preparedness Focal Point provided an overview of the linkages between preparedness resources, funding and activities between partner organisations, Logistics Cluster and WFP COs. The linkages aim to ensure harmonisation across preparedness initiatives.
- Several WG members offered active support on guide development.

3. Country update

- Madagascar:

A simulation-based workshop took place 1-3 August with the aim of developing a coordinated country action plan. The simulation was based on a historic scenario projected on a potential future large-scale emergency.

- The final action plan (soon to be published) includes a coordinated set of activities. The roll-out of the plan is led by country's National Disaster Management Authority, the BNGRC.
- The Regional Logistics Working Group is to reconvene mid-October. GLC Preparedness WG members were encouraged to reach out if they have staff in-country interested in participating and/or would like further information on working group activities.
- The Preparedness Officer has completed 4-month initiation period. Recruitment process is ongoing for national staff member as long-term support.
- WFP CO and Head of Supply continues to play a fundamental role in project continuation.
- Bangladesh:
 - Recent staffing change and recruitment process for Preparedness Officer ongoing.
 - The Lessons Learnt exercise has concluded. Based on recommendations from the exercise, the Bangladesh National Logistics Cluster is now working on activity planning.
 - Next events: Emergency Logistics Induction Trainings (ELIT) on province level and Preparedness Platform introduction (dates TBC).
- Indonesia:
 - Recent staffing change and recruitment process for Preparedness Officer ongoing.
 - Next events: Logistics Emergency Teams (LET) training in October.
- Pacific region:
 - An overview of the Pacific Logistics Mapping (PALM) platform was provided.
 - The stockpile mapping tool currently gathers data from 53 organisations across the Pacific region. Training on the platform is being undertaken in Australia and New Zealand in September.
 - WG enquired whether it was possible to scale-up the platform to other countries/regions (e.g. Caribbean would be an interesting area for IFRC). GLC Preparedness Focal Point to continue bilateral conversations with WFP Fiji CO and interested organisations.
 - Official launch is planned for October. For further information please contact Florent Chané from WFP Fiji CO (florent.chane@wfp.org).
- Upcoming:
 - Preparations started for project implementation in Nigeria, Haiti and South Sudan.
 - It is anticipated that Preparedness Officers will be deployed October/November to each country.

4. Platform update

- WG provided with a summary of the platform's resource-based rollout and current funding structure for product development.
- A detailed explanation of phase 1 focus was provided (user testing, data entity relationship, system infrastructure).
- The development of a Minimum Viable Product (MVP) (phase 2) is planned for operational rollout in 2019.

5. Other activities

- Key activity for the coming month will be the section of countries 7-10 for preparedness activities.

- Current considerations based on USAID/OFDA requirements are Guatemala, Colombia, Democratic Republic of Congo, Pakistan, Cambodia, Philippines and Papua New Guinea.
- GLC Preparedness team to disseminate a survey and reach out to WG members for bilateral discussions and subject matter expertise over the coming month for country prioritisation.

5. Outlook and AoB

- HELP Logistics mentioned the upcoming Humanitarian Liaison Working Group meeting in Geneva (17 September 2018), where results on Return on Investment (ROI) studies in relation to preparedness initiatives will be presented. Outcomes of the discussion can be shared if there is interest.
- IFRC mentioned that they are looking into undertaking possible study on importation, customs and ROI. Working Group members encouraged to reach out if there is interest in collaborating on the project. GLC to look into existing studies and share with WG members.

The next Preparedness Working Group teleconference meeting is planned to take place 9 October 2018.

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