

## Highlights

- In May 2020, the Ministry of Labour and Social Welfare (MLSW) distributed waybill books, good receipt notes and standard operating procedures (SOPs) to government warehouses across the country. This successfully concludes an initiative proposed at the November 2019 Warehouse Management Training for MLSW and the Global Logistics Cluster to upgrade key commodity-tracking documentation.
- On 18-19 June 2020, a **Training of Trainers (ToT) workshop** was held in Vientiane to strengthen the capacity of the MLSW staff. This workshop represents a key milestone in a sequence of trainings provided to Lao disaster responders. Following the November 2019 **Warehouse Management training** conducted in Vientiane, suitable graduating participants were selected to participate in this ToT. In July those participants, now with both Warehouse Management and Training skills, will lead training sessions in the northern and southern provinces of the country.



The Warehouse Management Training of Trainers held in Vientiane to build capacity in training delivery and facilitation.

## Background

Based on risk indices and national-level logistics performance and capacity indicators, in 2018 Lao People's Democratic Republic (Lao PDR) was selected as one of 24 country candidates for the Global Logistics Cluster's Field-Based Preparedness Project ("the Project"). The primary aim of the Project is to support and empower national actors to strengthen their capacity to prepare for and respond to humanitarian crises. A key objective is to facilitate a coordinated approach towards improving local supply chain resilience and information exchange between the government, national actors and the private sector, to ensure all actors are well prepared for joint humanitarian logistics responses. In an emergency response, the Logistics Cluster capacities could also come in support of national actors to facilitate a coordinated response in case the government is calling for international humanitarian assistance.

In June 2019, a Preparedness Expert was deployed to Lao PDR to commence the process of mapping national logistics capacities and stakeholders. Based on this, she has worked with national responders to augment information sharing and exchange as well as assist in the organisation of a simulation-based logistics gap analysis workshop, and other capacity strengthening initiatives based on identified partner needs.

In 2019, Lao PDR experienced the largest flood response in 50 years with over 600,000 affected people across six Provinces, reaffirming the need for coordinated logistics preparedness actions across multiple national actors.

## Coordination

- The Warehouse Management ToT was held between 18-19 June 2020 in Vientiane to build the capacity of MLSW national and provincial staff in delivering and facilitating future warehouse management trainings. Seven participants who had previously joined the November 2019 Warehouse Management Training in Vientiane or had had previous logistics and warehouse management experience were selected by MLSW. They will lead the upcoming provincial-level warehouse management trainings organized by MLSW in July and August 2020. The report on this ToT will be available on the [Lao PDR Preparedness webpage](#).
- Following the outcome of the November 2019 Warehouse Management Training held in Vientiane, the Preparedness Officer and MLSW worked closely together for the documents to be placed and implemented in each government warehouse across the country, including waybill books, good receipt notes, and SOPs. The documents were printed and handed over to MLSW in May 2020.
- The formalization of the Logistics Preparedness Working Group (LPWG) membership progressed only slightly as many partners were still actively involved in the COVID-19 response. So far only CARE, Caritas, Plan International, Save the Children, the United Nations Children's Fund (UNICEF) and the United Nations Population Fund (UNFPA) have submitted the names of their focal points, while most government counterparts, other UN agencies and NGOs (Asian Development Bank (ADB), Food and Agriculture Organization of the United Nations (FAO), International Organization for Migration (IOM), Lao Red Cross, Military, Ministry of Agriculture and Forestry, Ministry of Education, Ministry of Finance, Ministry of Foreign Affairs, Ministry of Health, Ministry of Public Security, World Health Organization (WHO)) have not responded. The Preparedness Officer continues to follow up with each organisation.
- The one-day workshop for LPWG partners to endorse the Terms of Reference and to assign each partner's responsibilities for activity in the Action Plan was postponed to tentatively August 2020, due to the COVID-19 related limitations, and pending submission of focal points.
- The review of the draft Unsolicited Bilateral Donations (UBD) Guideline by MLSW has been suspended as MLSW has been actively engaged in the COVID-19 response. The UBD Guideline is expected to be further adapted to the country's context and put into the SOPs for managing UBD. The Preparedness Officer continues to follow up with MLSW focal points.

## Information management

- The quarterly update and infographic for January - March 2020 were published on the [Lao PDR Preparedness webpage](#).

### Contacts

Toulor Xiamai

*Field Preparedness Officer*

[toulor.xiamai@wfp.org](mailto:toulor.xiamai@wfp.org)

Vilayphong Sisomvong

*Director General of Social Welfare  
Department of MLSW*

[vilayphongs@gmail.com](mailto:vilayphongs@gmail.com)