

LOCATION: UNMEER Conference Room, Freetown

DATE: 13 January 2015

CHAIR: Logistics Cluster Coordinator

PARTICIPANTS: AmeriCares, WFP, Aspen Medical, National Ebola Response Centre (NERC), German Federal Agency for Technical Relief (THW), Medair, UNMEER, US Centers for Disease Control and Prevention (CDC), DfID, Save the Children, Mercy Corps, World Health Organization (WHO)

- ACTION POINTS:**
- Organisations to send feedback to the Logistics Cluster regarding the current location of the Forward Logistics Bases (FLBs) and if augmented storage is needed in alternate locations, as well as the transport requirements to Community Care Centres (CCCs)/Ebola Treatment Units (ETUs) for prepositioning of the dedicated fleet.
 - Organisations to contact the Logistics Cluster regarding empty shipping containers that can be made available through in-kind donations by Maersk; WFP also has a stock of various sized MSUs that can potentially be loaned or donated.
 - NERC will follow-up regarding customs procedures and clearance and inform the Logistics Cluster for dissemination to organisations.
 - Organisations to provide feedback during the next meeting at which field locations logistics coordination meetings and presentations about the logistics services provided will be most useful

- AGENDA:**
1. Follow up on Action Points from Previous Meeting
 2. Review of FLB Requirements
 3. Logistics Services
 4. Western Area Surge – Update from NERC
 5. A.O.B.

1. Follow up on Action Points from Previous Meeting

- The Logistics Cluster Coordinator reported that RITA, the Relief Item Tracking Application which tracks Service Requests for transport and storage of cargo, is currently being updated.
- The Logistics Cluster is facilitating an in-kind donation from Maersk of ten empty 20ft containers which will be provided to organisations as follows: Plan International in Port Loko (two), THW in Makeni (two), WFP FLBs in Port Loko (four), and WFP FLB in Makeni (two). These containers are scheduled for release from Freetown Port, once they have been cleared by the port authorities. Additional containers can be made available if such a need is communicated to the Logistics Cluster.
- In the previous week, nine 20ft containers from Maersk had been provided and have been transported to Logistics Cluster partners in: Lunsar for IMC (three for an ETC), Makeni for IMC (one of an office and two for an ETC), and for Holy Spirit Hospital (one) Hastings for Handicap International (one), and to Waterloo for the NERC (one).

2. Review of FLB Requirements

- The Logistics Cluster Coordinator noted that one additional Forward Logistics Base could be established, based on the need of participants for the Ebola Response Operation. Needs for storage and transport in a location where the Logistics Cluster is not present should be communicated with cargo amount and weight, and the period for which the services will be needed to the Logistics Cluster. In addition, assessments are ongoing to identify additional storage space in Freetown.
 - The option of opening a FLB at Koidu and Kabala had been discussed in earlier meetings, however, no decision has been taken as no clear gap had been communicated to the Logistics Cluster. Organisations were asked to provide their transport and storage needs.
 - At the Kailahun FLB 720m² are currently available for storage. Based on lower number of service requests received by organisations in Kailahun, one Mobile Storage Unit (MSU) will be removed from there and staffing will be reduced.
 - In Freetown, an assessment to identify suitable sites for additional warehouse capacity is ongoing, with participation from UNICEF and WHO. Organisations interested to participate should contact the Logistics Cluster.
 - The extension of the Logistics hub in Port Loko is ongoing.
 - Work is ongoing to erect one to three MSUs at the Central Medical Store (CMS) located in Kingtom.
- Save the Children advised that the organisation has storage requirements in Kailahun. The Logistics Cluster Coordinator asked for a clarification on the weight and volume as well as the duration during which services are needed. Relevant information should be submitted via email so needs can be taken into account for current planning.
- The main Logistics hub Port Loko has 2,880m² storage space available; the FLBs in Freetown (871m²), Makeni (1,440m²), Kenema (1,000m²) and Kailahun (720m²). All services provided are indicated in the Concept of Operations map and published at: <http://www.logcluster.org/map/concept-operations-map-15-december-2014>.

3. Logistics Services and Customs clearance

- WHO asked if stock reports from the Logistics Cluster FLBs and main hubs are available. The Logistics Cluster Coordinator responded that such reports are done at a daily and weekly basis and organisations can request them by contacting the Logistics Cluster. The Logistics Cluster is also updating a report regarding what has been transported and stored by location and organisation since the start of the Ebola Response Operation.

The Logistics Cluster shared information about problems experienced by some organisations with customs clearance at Lungi airport. In discussion with UNMEER and the NERC, current procedures were discussed. Following the meeting, the NERC informed participants that a letter will be issued by the NERC, listing those organisations that are flying in freight in direct support of the fight against Ebola. This direction will be issued by the NERC in short order.

4. Western Area Surge Update

- The NERC noted that the Western Area Surge phase two had started on 12 January and was extended for two weeks, until 26 January. During the period, movement restrictions and restriction of business will remain in place. They include restrictions for businesses to close at 18:00 from Monday to Friday, at 12:00 on Saturday and to remain closed on Sunday.
- The NERC will pass on any additional updates to the Logistics Cluster for dissemination to the mailing list.

5. A.O.B.

- The Logistics Cluster noted that the UK military hospital ship RFA Argus will depart on 25 March 2015. Organisations were advised to adjust their medical plans accordingly.
- UNMEER noted that a medical evacuation helicopter, which can also transport EVD cases will arrive on 19 January and is expected to be operational on 21 January.
- It was shared that the UNMEER and UK helicopter assets are not used very much at the moment. The Logistics Cluster noted that they can be made available if needed.
- The next two flights at no-cost-to-user from the Cologne Staging Area are scheduled for 21 and 25 January to Freetown/Monrovia and Conakry/Freetown respectively. As both flights are already fully booked, the participants of the meeting recommend strongly to look into possibilities of having at least one additional flight.
 - Partners were asked to provide feedback on the flights and staging area and to continue to communicate their air and cargo requirements, their pipeline information (including needs and gaps) and available cargo capacities to: ebola.acc@logcluster.org.
- The Logistics Cluster invited organisations to provide feedback during the next meeting at which field locations logistics coordination meetings and presentations about the logistics services provided will be most useful.

Contacts:

sierraleone.logs@logcluster.org

Gilles Cimetiere

Logistics Cluster Coordinator

gilles.cimetiere@wfp.org

Hubertus Jurgenliemk

Information Management Officer

Hubertus.jurgenliemk@wfp.org