

**DATE:** 14 April 2015

**CHAIR:** Logistics Cluster Coordinator

**PARTICIPANTS:** ADRA, CARE, USAID OFDA, Department for International Development (DfID), National Ebola Response Centre (NERC), Partners in Health (PiH), German Federal Agency for Technical Relief (THW), Handicap International, Medicos del Mundo (MdM), Solidarités International, Team and Team, Emergency, Clinton Health Access Initiative (CHAI), United Nations Mission for Ebola Emergency Response (UNMEER), African Union (AU), International Medical Corps (IMC), World Health Organization (WHO), WFP, United Nations Children’s Fund (UNICEF)

**ACTION POINTS:**

- The Logistics Cluster to provide an update on the previous proposal to augment the Central Medical Store (CMS) warehouse capacity
- UNHAS representative to attend next meeting and the Logistics Cluster to share updated UNHAS flight schedule once available
- The Logistics Cluster to share the venue and timing of the next ET Cluster meeting

**AGENDA:**

1. Follow up Action Points from previous meeting
2. Updates from NERC
3. Logistics Services
4. Partners Updates
5. A.O.B.

### 1. Follow up on Action points from previous meeting

- The Logistics Cluster advised that the Fast Track Customs Procedures have been updated and were endorsed by the NERC, with new information on overland procedures. Any feedback on the procedures should be sent to the IM Officer (contact details below). The procedures have been published on the website: <http://www.logcluster.org/document/sierra-leone-customs-procedure-snapshot-07-april-2015>.
- One participant asked if taxes must be paid for cargo arriving in support of the Ebola Response Operation. The NERC representative informed that cargo should be exempt from custom duties, but the government requires all procedures to be followed. A letter listing all organisations working for the Ebola Response operation has previously been produced by the NERC and distributed through the mailing list.
- Participants were advised that a small amount (6mt) of the USAID donated chlorine was still available for partners to request. Allocations have been made and transported to the following nine organisations: IMC, Christian Aid, IOM, IRC, IFRC, Save the Children, King’s Sierra Leone Partnership, CMS and Medair. Final requests for chlorine should be submitted by using the Service Request Form (SRF) available at: <http://www.logcluster.org/document/sierra-leone-service-request-form>.
- The Logistics Cluster advised that UNHAS will take over some aviation operations from UNMEER as of 15 April. The schedule is currently being finalized and will be shared once available. The existing regional flight schedule will remain in place.
- Participants were informed that the Port Loko rainy season preparation is ongoing. Furthermore, the extension from 9 to 23 Mobile Storage Units (MSUs) (from 3,000m<sup>2</sup> to 7,680m<sup>2</sup>) is also ongoing and is expected to be completed by 20 April. Participants were invited to schedule a visit to Port Loko in order to complete a stock inventory with the storekeepers or for stock reconciliation. To schedule a visits please contact [Sierraleone.cargo@logcluster.org](mailto:Sierraleone.cargo@logcluster.org).
- The Logistics Cluster informed participants that they will be receiving communication from the Logistics Cluster in the coming weeks if their cargo has been in storage for extended periods, and beyond the originally indicated end of storage date. Organisations will be requested to provide an update of when cargo will be dispatched from storage, in order to ensure sufficient space for relief cargo requiring short-term storage.

- One participant enquired if the Port Loko extension will be completed by 20 April. The Logistics Cluster advised that all work is ongoing as scheduled for completion by 20 April and no delays are expected.
- The Port Loko extension is part of the strategy to centralize storage in Port Loko. In anticipation of prepositioning cargo for the rainy season and the repositioning of stocks, it is important that organisations share updated plans for cargo in storage, including updated dispatch planning for items stored beyond initial dispatch dates.

### 2. Update from NERC

- The NERC advised that it is continuing its planning and future transition for the Getting to Zero campaign, focusing on critical interventions, social mobilisation and contact tracing.
- Organisations were informed that procurement for Rapid Response Team Personal Protective Equipment (PPE) may be needed if the demand exceeds the NERC's own Rapid Response Team supplies; a list of necessary items will be shared shortly.
- The UNMEER support to the NERC office at Special Court and the District Ebola Response Centres (DERCs) will cease at the end of June. Participants were encouraged to start planning which assets they may want to re-deploy from the NERC and DERCs. Organisations that are affected should contact the NERC representative.
- One organisation asked if stay at home campaigns are currently planned and whether such measures can be enforced locally. The NERC representative advised that no campaign was currently planned and the NERC had not issued any top-down guidance for local measures, however, requested for contact details to follow-up with the organisation based in the location specified.
- Participants were informed that the border with Guinea is open to humanitarian cargo; however it was reported that a delay was experienced last week due to lack of communication with the guards at the border posts.

### 3. Logistics Services

- The Logistics Cluster provided an overview of services available and advised that a new Concept of Operations (ConOps) map had been published at: <http://www.logcluster.org/map/concept-operations-map-sierra-leone-09-april-2015>.
  - Coordination takes place during weekly meetings (30 held to date), via the Logistics Cluster website at [www.logcluster.org/ops/ebola14](http://www.logcluster.org/ops/ebola14), and through the dedicated mailing list.
  - Logistics services available to partners include road transport, and storage in five locations: Kailahun (480m<sup>2</sup>), Kenema (1,000m<sup>2</sup>), Lungi (240m<sup>2</sup>), Makeni (1,440m<sup>2</sup>) and Port Loko (7,680m<sup>2</sup>). UNHAS passenger air transport and the air transport of cargo is available in country and throughout the region. WFP Common Services can also provide MSU loans, as well as Emergency Telecommunications Cluster support. The UN Humanitarian Response Depot (UNHRD) services are also available.
  - 81 Information Management products are available on the website, including 46 maps, meeting minutes, snapshots, procedures and forms, weekly regional Situation Report and information on logistics constraints and bottlenecks.
- A brief overview how to access common services is available on the Logistics Cluster website: <http://www.logcluster.org/document/how-access-logistics-common-services>.
- Organisations were asked to submit any available GIS data, in particular information on access constraints, in order to help produce an updated access constraints map before the rainy season. Maps requested by participants last week have been printed, and are expected to arrive in Freetown on 15 April. If urgent, participants can visit the WFP office to pick up maps, otherwise the maps will be distributed at the next coordination meeting on 21 April.
- Since 4 September, the Logistics Cluster has facilitated the transportation of 14,996m<sup>3</sup> of cargo on behalf of 30 organisations. During the week from 6-12 April, cargo was transported for IFRC, DfID, UNMEER, USAID/OFDA, WFP, WHO and THW.

- The number of transport service requests by month have remained stable with 8 in October, 56 in November, 52 in December, 49 in January, 61 in February, 60 in March and 20 for the month of April.
- However, the volume has reduced in the past four months from 3,279m<sup>3</sup> in January to 2,926m<sup>3</sup> in February and only 1,869m<sup>3</sup> in March, with 479m<sup>3</sup> transported during the ongoing month of April. In 2014, 866m<sup>3</sup> were transported in October, 3,599m<sup>3</sup> in November and 2,050m<sup>3</sup> in December.
- The top ten users of transport services have been WHO (4,848m<sup>3</sup>), WFP (2,965m<sup>3</sup>), UNMEER (1,782m<sup>3</sup>), THW (1,187m<sup>3</sup>), IHP (914m<sup>3</sup>), UNICEF (555m<sup>3</sup>), IFRC (546m<sup>3</sup>), MSF Belgium (376m<sup>3</sup>), IMC (256m<sup>3</sup>) and Care (191m<sup>3</sup>).
- Since 4 September, the Logistics Cluster has facilitated the storage of 12,538m<sup>3</sup> of cargo on behalf of 21 organisations.
  - Cargo is in storage on behalf (by sender) of DfID (1,803m<sup>3</sup>), UNICEF (1,179m<sup>3</sup>), WHO (779m<sup>3</sup>), THW (388m<sup>3</sup>), WFP (324m<sup>3</sup>), IFRC (179m<sup>3</sup>), PiH (147m<sup>3</sup>), Oxfam (145m<sup>3</sup>), MSF Holland (130m<sup>3</sup>), UNMEER (109m<sup>3</sup>) and Plan (53m<sup>3</sup>).
  - Storage requests have in general decreased by month from 73 in December, to 57 in January, 65 in February, 50 in March and 8 since early April. While the cargo received has decreased from 3,535m<sup>3</sup> in January to 2,554m<sup>3</sup> in February and 1,691m<sup>3</sup> in March, the release from storage remained very low in January and February. In January, only 222m<sup>3</sup> and in February, only 144m<sup>3</sup> were released, with an increase to 900m<sup>3</sup> in March.
- The Logistics Cluster informed participants they will be receiving communication if their cargo has been in storage for extended periods and beyond the originally indicated end of storage date. Organisations will be requested to provide an update when cargo will be dispatched from storage in order to ensure sufficient space for relief cargo requiring short-term storage.

#### 4. Updates from Participants

- The Logistics Cluster Coordinator noted that he was seeking updates from participants due to his new arrival in the country and would engage in bilateral meetings, where possible and requested by participants.
- MdM asked for organisations present in Bonthe district to contact them and the Logistics Cluster advised it would forward any available information.
- Team and Team offered its help to any participant who had needs for drilling wells. 40 bore holes are planned but additional capacity exists and can be made available free of charge. Interested organisations should contact the Logistics Cluster for details.
- IMC enquired about requesting internet connectivity in Kambia. The ET Cluster can be contacted directly via: [westafrica.etc@wfp.org](mailto:westafrica.etc@wfp.org) or by attending the next meeting, taking place on Friday, 8 May at 10:30. The venue is the WFP Office, 69B Smart Farm, off Wilkinson Road, Freetown (Main Conference Room).

#### 5. A.O.B.

- The next Logistics Cluster Coordination Meeting is scheduled to take place 21 April at 10:30 at UNMEER Compound (Block 3 Conference Room, Special Court, Jomo Kenyatta Road, Freetown, Sierra Leone).

#### Contacts:

Alberto Zerboni	<i>Logistics Cluster Coordinator</i>	<a href="mailto:alberto.zerboni@wfp.org">alberto.zerboni@wfp.org</a>
Devin Gangi	<i>Information Management Officer</i>	<a href="mailto:devin.gangi@wfp.org">devin.gangi@wfp.org</a>
Claudia Romiti	<i>RITA/ Information Management Officer</i>	<a href="mailto:claudia.romiti@wfp.org">claudia.romiti@wfp.org</a>