

LOCATION: WFP Conference Room, Freetown

DATE: 20 October 2015

CHAIR: Logistics Cluster

PARTICIPANTS: World Food Programme (WFP), World Health Organization (WHO), Office for the Coordination of Humanitarian Affairs (OCHA), Solidarities International, Action Contre La Faim (ACF); International Medical Corp (IMC); ChildFund Sierra Leone; United Nations Humanitarian Air Services (UNHAS)

ACTION POINT:

- Logistics Cluster to share the concept note for the transition plan of Port Loko, once it is finalised.
- Logistics Cluster to liaise with OCHA for help, if required in the recovery of loaned items from organisations involved in the Ebola emergency response.
- UNHAS to share transition plan from OCHA, presented to donors by NERC, with Logistics Cluster and organisations.

- AGENDA:**
1. Follow up on last meeting's action points
 2. Operational and Service Updates
 3. Round Table Discussion
 4. NERC Update
 5. Port Loko Transition – One Pager Introduction and Discussion, MSU Redistribution and Capacity Building
 6. Stock Reconciliation, Planning Items for Release or Rapid Response Inventory
 7. AOB

1. Follow up Action Points from previous meeting

- The Logistics Cluster presented a status report on efforts to recover loaned WFP items from organisations.
- The first draft of the Concept Note on Port Loko Main Logistics Hub transition was shared with participants.

2. Operational and Service Updates

- Logistics Cluster reminded partners that the Special Operation (SO) is now in a transition period, with no-cost-to-the-user services to be phased out by the 31 October 2015. During this period there will be a reduction in engineering, telecommunications and aviation (UNHAS) services. Logistics Cluster will continue to provide logistics coordination and Information Management to enhance the efficiency of the humanitarian response.
- The Logistics Cluster informed participants that the provision of Ebola rapid response services provided through WFP at Magburaka/Tonkolili has been decommissioned and the rapid response kit has been reallocated to Port Loko.
- Participants were updated that the internal process of the property transfer of WFP Assets under loan agreement to organisations is ongoing. Selected partners will be informed of the progress by the end of November 2015.
- The Logistics Cluster has been unable to recover some of the loaned items due to missing contact information. OCHA has offered to facilitate in this process by providing additional contact details where possible.
- Items can be donated to Ebola response organisations under two conditions: (i) such items must be used strictly for Ebola Response or related activities; (ii) such items must be transferred to the Government of Sierra Leone at the expiration of the Ebola Response projects before/until December 2016.

- UNHAS' mid capacity helicopter Mi8 has been relocated out of Sierra Leone since the 15 October 2015, and will no longer be available for scheduled flights. The helicopter Bell412 will continue operations in Sierra Leone, with MEDVAC support still available in support of partners' activities.
- Currently, UNHAS are maintaining the inter-capital connections – on Tuesdays, Thursdays and Fridays. The Schedule for November will reflect a reduction in international and domestic flights. Flights to Dakar and Monrovia will no longer be available from the 1 November 2015.
- For updated flight schedule, partners were reminded to visit the Logistics Cluster website:
<http://www.logcluster.org/document/regional-flight-schedule-unhas-1-31-october-2015>
<http://www.logcluster.org/map/unhas-wac-routes-1-31-october-2015>

3. Round Table Discussions

- IMC continues to decommission sites based at Lunsar and Kambia.
- OCHA is currently working with the NERC and WHO on an Ebola transition plan. WFP was requested to submit its contribution with regard to its operations for incorporation into the transition plan.

4. NERC Update

- OCHA offered to share the update on Transition plans being discussed at the NERC.
- The NERC and partners are continuing to work on the Ebola transition plan. There are a number of key timeframes in this draft plan: (i) 0+42 when the outbreak is declared over, according to the epidemiological progress. If there are no further cases the outbreak will be declared over on 7 November 2015; (ii) 0 + 42 + 90 days: The period during which there will be enhanced surveillance; (iii) 0 + 90: Due to fall at the end of December 2015 – when the NERC and the DERC will close and pass the responsibilities to the MOHS.

5. Port Loko Transition, MSU Redistribution and Capacity Building

- The Logistics Cluster informed participants that the Port Loko Main Logistics Base (MLB) will continue to transition services, including tracking of commodity items and free-to-user storage and transport services scheduled to phase out by 31 October 2015. Organisations were prompted to consider their requirements for storage after this period.
- WFP has drafted a concept note for the transition plan of Port Loko MLB. With plans to transition the site into a rapid response facility to support the GoSL and the Inter-Agency Collaboration on Ebola (ICE). Once finalised, the concept note will be shared with partners for their inputs to facilitate further the understanding of requirements and usage at the site.

6. Stock Reconciliation, Planning Items for Release or Rapid Response Inventory

- As of the 18 October 2015 Items to the total volume of 7,311 M³ are stored at Port Loko MLB belonging to 13 organisations.
- Re-allocation of storage space for Port Loko will be implemented, in support of the Rapid Response mechanisms, from the end of October as part of the transition plan.

7. Any Other Business

- The need to maintain the bi-weekly Logistics Cluster Coordination Meeting was emphasized. The next meeting will be on 3 November 2015 at 11 am in the WFP Office Conference Room, Freetown.
- Participants were reminded that all information are regularly updated online at the Logistics Cluster website: <http://www.logcluster.org/ops/ebola14>



Sierra Leone Ebola Response – Meeting Minutes

- Participants were recommended to use the search page to access specific documents: <http://www.logcluster.org/search>

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