

LOCATION: WFP Conference Room, Freetown
DATE: 3 November 2015
CHAIR: Logistics Cluster
PARTICIPANTS: World Food Programme (WFP), United Nations Children’s Fund (UNICEF), Partners In Health (PIH), Team and Team, International Federation of the Red Cross (IFRC), United Nations Humanitarian Air Services (UNHAS), National Ebola Response Centre (NERC), Action Contre La Faim (ACF), Handicap International (HI).

ACTION POINT:

- Logistics Cluster to share interim Concept Note and the Term of Reference (ToR) for the transition plan of Port Loko, with organisations.
- Heads of Agencies to meet and agree on a consensus for sharing information on inventory of Ebola response supplies.

AGENDA:

1. Follow up Action Points from previous meeting
2. NERC Update
3. Operational Overview
4. UNHAS update
5. Logistics Capacity Assessment (LCA)
6. Access Constraints Map
7. Round Table Discussion
8. AOB

1. Follow up Action Points from previous meeting

- Participants were informed that the draft Interim Port Loko Transition Concept Note and Terms of Reference (ToR) for managing the Port Loko Main Logistics Hub (MLH) is ready to be shared with organisations having items currently stored at the Hub, in order to gain feedback on the document. The (ToR) will form the basis for the future management of the site.
- The Logistics Cluster has liaised with OCHA for help in the recovery of loaned items from organisations involved in the Ebola emergency response.

2. NERC Update

- The Representative from the National Ebola Response Centre (NERC) informed participants that the NERC is supporting the capacity of the Office of National Security (ONS) as part of the transition arrangements for handing over the responsibility for the management of Ebola Emergency Response from the NERC to the ONS.
- Contingent on no new Ebola cases arising, the NERC is preparing for the official declaration of Ebola-Free Sierra Leone on Saturday 7 November.
- Participants were informed that special attention is being paid to the Forecariah Community in Guinea, which shares its border with Kambia.
- The NERC informed participants that some Ebola preventative measures might end on Saturday. However, measures such as safe and dignified burials (SDB) will continue for the time being on a qualified basis.

3. Operational Overview

- The Logistics Cluster informed participants of the Concept Note for the Port Loko Transition. The Port Loko (MLH) transition into a Rapid Response facility has begun, in order to support the Government of Sierra Leone (GoSL) and

the Inter-Agency Collaboration on Ebola (ICE). Discussions on procedures continue however, organisations are encouraged to move assets from Port Loko (MLH) if they are not EVD related or for Rapid Response outbreak prevention.

- Participants were informed that the re-allocation of Mobile Storage Units (MSUs) for the Port Loko Main Logistics Hub is ongoing, intended to prepare the site as a Rapid Response Facility, with operational services established to react quickly to possible future EVD outbreaks.
- The TOR will be sent to the organisations that are currently using Port Loko MLH, to be signed as a commitment that the assets stored on site will be in alignment with the Rapid Response requirement.
- The Head of Common Services provided a brief status update on the plans of the WFP Special Operation (SO) 2016. He informed participants that free-to-user services will be reduced in accordance with the phase out plan and organisations were encouraged to implement measures, as per the planned transition, to ensure accountability for their items stored at the Port Loko MLH.
- The Logistics Cluster informed participants that the process for return of loaned items has been facilitated, for the assets that will not be used for the Ebola Response. However, agreements are being discussed to transfer property ownership for a number of items to further support organisations' ongoing activities in the prevention of EVD, benefiting 23 organizations.
- Logistics Cluster informed participants that the Emergency Telecommunications Cluster (ETC) operations have been phased out on 31 October 2015; responsibilities for emergency ICT support have been transitioned to the WFP Sierra Leone ICT Team. In addition, partners were informed that the remaining six ETC sites within Sierra Leone will be operated by WFP Country Office till the end of December 2015.

4. UNHAS update

- The United Nations Humanitarian Air Services (UNHAS) informed participants that it has reduced its services, with inter-capital flights to Sierra Leone, Guinea and Liberia now three times a week. Routes for internal flights in Sierra Leone have also been revised. Organisations were reminded to visit the Logistics Cluster website for the November schedule and the flight routes: <http://www.logcluster.org/document/regional-flight-schedule-unhas-1-30-november-2015> <http://www.logcluster.org/map/unhas-wac-routes-1-31-october-2015>
- Despite the reduction of flights, UNHAS informed participants that it can prearrange special requests primarily for passenger flight services. Organisations should inform UNHAS at least forty (40) hours ahead of schedule and justify the need for the flight service.
- UNHAS also informed organisations that there might be an extension of its operations in Sierra Leone until March 2016, should there be a clearly identified need.

5. Logistics Capacity Assessment

- Logistics Cluster informed organisations that the Logistics Capacity Assessment (LCA) is in the process of being updated. Therefore, partners have been requested to kindly collaborate with the LCA focal point, currently in country, to provide inputs beneficial for the LCA. The revised LCA will be shared via the public online platform once complete.

6. Access Constraints Map

- The Logistics Cluster informed participants that the latest edition of the Access Constraints Map has been published on the Logistics Cluster Website: <http://www.logcluster.org/map/sierra-leone-road-practicability-map-october-2015>

7. Round Table Discussion

- Partners in Health (PIH) has requested participants to share the list of transporters. In addition, WFP Logistics confirmed that organisations might also be able to take advantage of WFP's negotiated transport rates. For further information, organisations are encouraged to reach out to WFP logistics Sierra Leone.

8. Any Other Business

- Bi-weekly Logistics Cluster Coordination Meetings will continue. The next meeting will be on 24 November 2015 at 11 am in the WFP Office Conference Room, Freetown.
- All information is regularly updated online at the Logistics Cluster website: <http://www.logcluster.org/ops/ebola14>

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