South Sudan – Meeting Minutes

LOCATION: Logistics Base, Bentiu
DATE: 7 July 2016
CHAIR: Logistics Cluster Coordinator

PARTICIPANTS: Care International, Concern Worldwide, International Organization for Migration (IOM), Mercy Corps (MC), Organization for the Coordination of Humanitarian Affairs (OCHA), United Nations High Commissioner for Refugees (UNHCR), World Relief (WR)

ACTION POINTS:
- Logistics Cluster to share Service Request Form (SRF) guidelines on submission procedure
- Logistics Cluster to provide updates on access constraints

AGENDA:
1. Operational Update
2. Service Request Form (SRF) guidelines on submission procedure
3. Access Constraints
4. AOB

1. Operational Update

- Organisations were reminded of the procedure to request space for storage and release cargo within Common Interagency Storage in Bentiu.
- The Logistics Cluster to circulate Release Order Form (RLO) for organisations operating in Bentiu.
- Organisations were reminded that the Beyond Bentiu Response (BBR) operation has been completed and Common Transport Service (CTS) trucks are not operating farther than Bentiu town.

2. Service Request Form (SRFs) – Guidelines on procedure for submission

- Organisations were reminded of the procedures to submit SRFs for airlift delivery.
  - SRFs are to be submitted to: southsudan.clustercargo@wfp.org
  - SRFs must be filled out with details of consignor, consignee and items to be transported (weight and volume) in excel format.
  - Upon registration, the Logistics Cluster will advise on where to preposition cargo for airlift.

3. Access Constraints

- Abiemnhom-Bentiu road is not accessible for heavy or light vehicles.
- Bentiu-Kuach is accessible for light vehicles.
- The most recent Access Constraints map can be found here: http://www.logcluster.org/map/south-sudan-access-constraints-map-8-july-2016

4. AOB

- Organisations were reminded that a dedicated GIS officer (based in Juba) is available to support requests from humanitarian organisations.
- Concern Worldwide will conduct a market survey in Bentiu town beginning from next week.
- IOM informed participants that the mechanical workshop at the Logistics Base is 90% completed. Organisations seeking technical/mechanic support can contact IOM Logistics Bentiu.
- UNHCR is erecting street lights in the PoC – CTS support not requested at this stage.

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