
Meeting Minutes, 21 May 2019

South Sudan



LOCATION	Juba, OCHA Conference Room
DATE	21 May 2019
CHAIR	Logistics Cluster
PARTICIPANTS	ACTED, American Refugee Committee, Child's Destiny and Development Organization, Christian Aid, CRS, GOAL, IRC, IsraAID, Johanniter International, KAPDO, MedAir, Mercy Corps, Mission of Hope Africa, Oxfam, Peace Winds Japan, Samaritan's Purse, Save the Children, Solidarités International, Touch Africa Development Organization, UNHCR, Water for South Sudan
ACTION POINTS	<ul style="list-style-type: none">• Partners to share information on physical access constraints with the Logistics Cluster.
AGENDA	<ol style="list-style-type: none">1. Discussion on Customs Procedures2. Access Constraints3. Road Transport & Convoy Updates4. Air Operations Updates5. River Operations Updates6. EVD Preparedness Updates7. Any Other Business/Discussion

1. Discussion on Customs Procedures

- All organisations applying for tax exemptions are required to submit a procurement plan, outlining the proposed items to be imported as part of the standard or known activities of the organisation. Failure to submit these plans may lead to delays or denial of customs tax exemption requests. The Commissioner General initially asked that this be an annual procurement plan but accepted that such a plan may be impractical for humanitarian/emergency organisations, or those with shorter-term budgets/donors. Instead it was agreed that this would be a quarterly procurement plan, with an understanding that there could be flexibility to add or change the items depending on the needs which may arise. The Customs Tax Exemption process has now moved from the Ministry of Finance (MoF) to the National Revenue Authority (NRA), effective immediately. The overall process remains mostly the same with the exception of the submission to MoF being replaced with submission to the NRA. This will also now be the end of the process, instead of it passing back to Customs Services. Therefore, the involved parties will now be the Relief and Rehabilitation Commission, followed by Customs Services, then the NRA, before finally passing to the Clearing Agent.
- There is a new requirement to provide evidence of payment of staff personal income tax for all eligible national and international staff. This is not in the form of a Tax Clearance Certificate but rather a receipt of payment or a document showing the payments made to the NRA.
- The detailed presentation on the new Customs Tax Exemptions process will be published online as an attachment to these minutes.

2. Access Constraints

- The Bor to Pibor road is now completely closed for all sized vehicles.
- The road conditions in Jonglei area are deteriorating due to the rainy season. Once the roads become inaccessible, convoys will no longer be sent to this area and it will instead be served by air.
- The latest Access Constraints map is available [here](#).
- Partners are requested to share information with the Logistics Cluster regarding physical access constraints to ensure the map is kept up-to-date.

3. Road Transport & Convoy Updates

- The Logistics Cluster is still accepting requests from organisations who are interested in participating in a convoy along the Western Corridor scheduled to depart on 31 May. The convoy scheduled for 17 May was cancelled due to lack of interest.
- The convoy to Yambio scheduled for 15 May was postponed and instead departed on 17 May.
- In all convoys coordinated by the Logistics Cluster, a convoy leader is appointed and drivers of both trucks and light vehicles are expected to comply with all convoy procedures and directions from the convoy leader. Please see the [Humanitarian Road Convoy Guidelines](#) for detailed requirements.
- Convoys from Juba to Yei and Kapoeta, as well as from Bor to Jonglei are organised on an ad hoc basis. Partners should contact the Logistics Cluster at southsudan.clustercargo@wfp.org if they are interested in transporting cargo along these routes. The Jonglei area is gradually becoming inaccessible by road and the Logistics Cluster will advise partners accordingly once convoys along this route are no longer possible.
- The Logistics Cluster [Convoy Routes map](#) provides an overview of convoy routes and defines the common convoy route names.
- The Logistics Cluster convoy schedule for May and June is available on the Logistics Cluster website [here](#).

3. Air Operations Updates

- Air assets are comprised of two Mi8 helicopters (one each in Bor and Rumbek) and one fixed-wing Buffalo aircraft in Juba.
- A new CASA C-295 fixed-wing aircraft arrived in-country in May to test its effectiveness on airstrips during rainy season. It will be based in Juba but will be able to facilitate airlifts from other locations such as Bor. The aircraft is currently undergoing assessments, but it is expected that it will be able to land at many deep-field airstrips.
- As the CASA C-295 crew is new to South Sudan, they may request pictures of airstrips and landing zones prior to flying to destinations for the first time.
- Organisations are invited to check with the Logistics Cluster if in doubt about where to preposition their cargo.
- Organisations were reminded to share weather and other relevant updates with the UNHAS Radio Room/Logistics Cluster no later than 7:30 on the morning of an expected flight.
- Organisations were reminded to always submit SRFs to southsudan.clustercargo@wfp.org to ensure the entire operations team receives the request.

- The current priority locations determined by the Inter-Cluster Working Group (ICWG) are:
 - Boma – Served by air
 - Uror – Served by air
 - Ulang – Served by air
 - Kajo Keji—Accessible by road
 - Cuibet—Accessible by road, serviced by the Logistics Cluster’s Western Corridor convoy route
 - Yirol West—Accessible by road; serviced by the Logistics Cluster’s Western Corridor convoy route
 - Panyikang & Canal/Pigi Counties—Served by river or air; partners to contact Logistics Cluster for further information
 - Pibor County—Served by air
 - Nassir & Maiwut Counties— Served by air
- When submitting an SRF for a priority location, partners should ensure that they have their cargo ready immediately to avoid delays.

4. River Operations Updates

- River operations are now scaling up.
- Locations to be served by river (barge or boat, depending on accessibility):
 - Diel/Atar 3
 - Kaka
 - Khorfulus
 - Kodok
 - Malakal
 - Melut
 - New Fangak
 - Old Fangak
 - Renk
 - Tonga
 - Wadakona
- Air services to the above locations will only be used in case of emergency. More locations may become available depending on demand and boat availability. Organisations should advise the Logistics Cluster of interest in transporting cargo to other river locations.
- SRFs are no longer being accepted for the upcoming seventh barge movement ex-Bor to Tonga-New Fangak-Diel-Malakal-Melut as this barge is currently being loaded in Bor. The cluster will inform organisations when it will begin accepting SRFs for the next barge trips via meetings and the mailing list.
- The duration of barge trips from Bor to Malakal is one to two weeks, depending on the number of stops in between. The total lead time can be one to two months, including loading and offloading.
- Organisations wishing to access Logistics Cluster-facilitated river transport should submit [Service Request Forms \(SRF\)](#) to southsudan.clustercargo@wfp.org. For instructions on filling out the SRF, please refer to the [User Guidelines](#).

5. Training Updates

- The Logistics Cluster will be holding two Basic Humanitarian Logistics trainings next week. The first session will be held 27-28 May hosted by Save the Children, and the second session 29-30 May hosted by IOM.
- Organisations interested in hosting or facilitating any Logistics Cluster trainings are encouraged to contact the [Logistics Cluster Training Officer](#).

6. EVD Preparedness Updates

- The dedicated UNHAS flight service for EVD partners to Yei, Nimule, Tambura, Maridi and Yambio has been suspended for the time being until additional funding is received; however, UNHAS continues to serve these locations through its usual routes.
- In support of EVD common storage needs in Nimule, the Logistics Cluster will erect an additional MSU next week. Once complete, there will be two MSUs available for common storage.
- Standard Operating Procedures are being developed to access Personal Protective Equipment stocks held by WHO and UNICEF.
- EVD preparedness materials are available on the [Logistics Cluster website](#).
- Participants were updated on the status of EVD cases in DRC. Please click [here](#) for the latest figures.
- The EVD Logistics Technical Working Group encouraged partners to join planned field visits.
- Queries related to EVD preparedness can be addressed to Patrick Mills Lamptey (patrick.millslamptey@wfp.org) and Fiona Lithgow (fiona.lithgow@wfp.org).

7. AOB

- Information on the upcoming trainings, map updates and transport plans will be shared through the mailing list. The Logistics Cluster Weekly Transport schedule is published on a regular basis on the [Logistics Cluster website](#).
- Organisations were reminded to always copy southsudan.clustercargo@wfp.org when requesting air transport services (or any other requests) to ensure timely response.

The next Logistics Cluster meeting is scheduled for 4 June in the OCHA conference room, Juba at 12:00.

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