Location: Vanuatu  
Date: 10 April 2015  
Chair: NDMO Logistics Cluster Coordinator  
Participants: UNICEF, Dept. of Foreign Affairs & Trade (DFAT), Ministry of Education, PCV Church, NDMO, Save the Children, New Zealand High Commission (NZHC), CARE, World Vision, Oxfam, WFP

Action Points:
- Logistics Cluster to organise a meeting to discuss pipeline and dispatch data
- NDMO to share information on agreed distribution points per island
- Logistics Cluster to share shipping schedule for inter-island cargo transport

Agenda:
1. Action Points from Previous Meeting
2. Storage
3. Transport (by sea and air)
4. Any other Business

1. Action Points from Previous Meeting

Organisations to share updated road access information with Ministry of Infrastructure and Public Works Utilities (MIPU).
- Updates yet to be received.

Organisations to share pallet supplier contacts.
- Updates yet to be received

NDMO to share information on agreed distribution points per island.
- Information from NDMO is still pending and it was agreed that this action point will be moved to the next Logistics Cluster meeting.

Logistics Cluster to share shipping schedule for inter-island cargo transport
- The process of organising vessels continues and therefore this action point will be moved to next meeting.

Logistics Cluster to help find solutions for limited truck capacity in Tanna.
- Two trucks, under lease by WFP, are being sent to Tanna. Although these trucks will be unavailable for use by the humanitarian community, this should free up existing PDC trucks for common transportation use by the humanitarian community.

2. Storage

- The Mobile Storage Unit (MSU) at Port Vila Airport will be closed as of Monday 13 April, after which it will be dismantled and re-erected at Star Wharf, but no longer be available for common storage by the humanitarian community. Care, Oxfam and World Vision all stated that although they have air cargo arriving in the coming week, which will be taken direct to their own warehouses, no common storage is required.
- The Tanna Airport MSU has been closed and is in the process of being re-erected at Lenakel Wharf, and will no longer be available for common storage.
- From Monday 12 April, the remaining Logistics Cluster common storage facility will be at the Tanna PDC.
- Discussion continues regarding the potential erection of a third Tanna MSU, to be located at Port Resolution and managed by World Vision.

### 3. Transport

**Shipping Schedule**

- Participants were reminded that the thrice-weekly Logistics Cluster Situation Report contains updated shipping movements into and out of Port Vila. Situation Reports are available on the Logistics Cluster website: [www.logcluster.org/ops/van15a](http://www.logcluster.org/ops/van15a)
- A tendering process for ships is being carried out by WFP and any unused space will be available to partners on a cost recovery basis (not common free-to-the-user transport services). The current ad-hoc vessel booking process will continue until the contracting process is completed, which is expected in May 2015.
- On 11 April, the Kalyra vessel will leave Port Vila to Tanna. Extra space is available on board if partners wish to book at their own cost. Interested parties should contact the vessel operators directly. For any information regarding details, please contact the Logistics Cluster.
- On 13 April the vessel HMNZ Canterbury will depart from Port Villa to the Shepherd Islands. Service Request Forms (SRF) should be submitted to the Logistics Cluster [Vanuatu.cargo@logcluster.org](mailto:Vanuatu.cargo@logcluster.org) email address by 8am on 11 April by the very latest. Once the SRF is approved, cargo should be at the wharf for loading by 7pm on the same day. All cargo must be palletized.

**Military assets**

- The Department of Foreign Affairs and Trade (DFAT) reminded organisations that the Blackhawk helicopters are available for tasking until Wednesday 15 April; SRFs must be submitted by 5pm Monday 13 April.
- The three patrol vessels (Solomon Islands, Tonga and Vanuatu) remain available for tasking.
- DFAT advised the meeting participants that as part of the draw-down of military assets from Vanuatu, a number of C-17 and C-130 flights will arriving empty into Port Vila in the coming week. DFAT offered the empty space to organisations wishing to transport goods from Amberly (Brisbane) or Richmond (Sydney) to Vanuatu, but stated that no certainty could be given at this stage, whether it would be possible or not to transport the cargo.
  - Partners were advised to contact DFAT directly. Flights are likely to start departing Australia this weekend (11-12 April) and continue until next weekend (18-19 April).
  - Cargo must be palletized and delivered to the departure airport by the requesting organization.

### 4. Any Other Business

**Pipeline & dispatch information (NDMO ODI Team)**

- The spreadsheet of pipeline, dispatch and distribution-plan information being compiled by the Overseas Development Institute (ODI) was circulated to the Logistics Cluster mailing list on the evening of Wednesday 08 April.
- Organisations indicated interest in a dedicated meeting on how the data is being compiled and the underlying assumptions. The Logistics Cluster will advise the group when a meeting time can be scheduled.

**Logistics Cluster Meeting Schedule**
Organisations agreed that with current workload, one meeting a week is sufficient. By mutual agreement, the meeting schedule is revised to every Tuesday at 11am, once a week only.

The next Logistics Cluster Meeting will be held at 11am on Tuesday, 14 April in the UNICEF tent, NDMO compound.

Contacts:

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<th>Transport &amp; Storage requests</th>
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<th><a href="mailto:vanuatu.cargo@logcluster.org">vanuatu.cargo@logcluster.org</a></th>
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