Yemen – Meeting Minutes

LOCATION: WFP Sub-Office Hodeidah, Yemen

DATE: 7 December 2014

CHAIR: Logistic Cluster Coordinator

PARTICIPANTS: ACF, WFP, UNICEF, SCI, SFD (Social Fund Development), OXFAM, ACTED, PUAMI (Première Urgence - Aide Médicale Internationale), Charitable Society for Social Welfare (CSSW), Islamic Relief (IR)

ACTION POINTS:
- The Logistics Cluster to hold a monthly meeting the last Monday of each month in Hodeidah.
- Participants to provide updated contact information to the Logistics Cluster.
- Participants to submit indicative monthly fuel requirement to the Logistics Cluster.
- Participants to submit average number of flights and passengers on the routes Sana’a – Hodeidah – Sana’a to the Logistics Cluster.
- The Logistics Cluster to provide feedback on the above required actions to participants.

AGENDA:
1. Introduction
2. Briefing about Logistics Cluster activities in Yemen
3. Gaps and Challenges in Hodeidah

1. Introduction
- The WFP Head of Sub-Office and Logistics Cluster Coordinator welcomed participants with a roundtable introduction.
- This was the first Logistics Cluster coordination meeting held in Hodeidah. Following the meeting, participants requested the establishment of regular Logistics Cluster coordination meetings and direct communication with organisations based in Hodeidah.

2. Briefing about Logistics Cluster activities in Yemen
- The Logistics Cluster Coordinator explained how the Logistics Cluster lead agency, WFP has been tasked by the Humanitarian Country Team (HCT) to fill the gaps in support for the humanitarian assistance response in Yemen.
- The Logistics Cluster Coordinator reported on the services the Logistics Cluster is currently providing including logistics information management, fuel provision in three locations (Sana’a/Aden/Haradh), temporary storage in Sana’a (on full cost recovery), and air transport of passengers and light cargo to Sa’ada.
- Since activation of the Logistics Cluster in 2010, more than 200 flights have been organized between Sana’a – Sa’ada – Hodeidah – Aden and Haradh. Approximately 2,000 passengers and 3,000 kg of cargo have been transported.
- The Logistics Cluster Coordinator reported that since June 2011 WFP, through the Logistics Cluster, has filled in the gaps during the fuel crisis, with more than one million litres of fuel purchased, stored and distributed to 44 organisations.
3. Gaps and Challenges in Hodeidah

- Participants agreed on the need to establish a greater coordination presence in Hodeidah and agreed on monthly meetings to share information and identify gaps and challenges.

- Participants raised concern over the issue of the domestic flights between Sana’a and Hodeidah. In the last three weeks, the commercial airlines have reduced their flight schedule from two flights per day to two flights per week on the Sana’a – Hodeidah route. Because of this, many organisations’ staff faced difficulties in planning their movement to the field.

- The Logistics Cluster Coordinator explained that organisations are to complete the flight requirement form based on the average number of passenger’s movement between Sana’a – Hodeidah and Hodeidah – Sana’a. WFP will enquire about the possibility for and the minimum number of passengers to organize flights on the above mentioned routes.

- The Logistics Cluster Coordinator reported that the current fuel shortage in Hodeidah has affected humanitarian aid workers’ movement and also their ability to run office generators. Participants have informed the Logistics Cluster of a need to establish fuel provision service in Hodeidah.

- The Logistics Cluster has asked participants to complete the indicative monthly fuel requirement in order to analyse potential costs and total storage requirements for establishing fuel provision service in Hodeidah.

- The Logistics Cluster Coordinator advised that any Logistics Cluster activities must be endorsed by the Humanitarian Country Team and are dependent on donor funding. For the time being, participants were advised to continue to use the fuel provision service already established in Haradh (participants can receive fuel from Haradh and deliver to Hodeidah by their own arrangement).

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