
Meeting Minutes, 3 April 2019

Yemen Logistics Cluster



LOCATION	Sana'a, Yemen, NAMCHA Office
DATE	3 April 2019
CHAIR	Logistics Cluster
PARTICIPANTS	CARE International, CYF, FAO, HAD, INTERSOS, ICRC, Islamic Relief Yemen, Médecins Sans Frontiers, Mercy Corps, MOPIC, NAMCHA, OCHA, PU-AMI, Relief International, Save the Children, UNFPA, UNICEF, War Child UK.
ACTION POINTS	<ul style="list-style-type: none">• NAMCHA to provide the Logistics Cluster with a draft of their proposed customs and importation guidelines by 24 April.• The Logistics Cluster to form a Stockpile Mapping Task Force with interested humanitarian organisations to clarify necessary configurations for Yemen Stockpile mapping application.
AGENDA	Welcome and introduction by NAMCHA <ol style="list-style-type: none">1. Logistics Cluster Operations Update2. Customs Clearance Documentation Workshop3. Access and Constraints4. Stockpile/Humanitarian Mapping in Yemen5. Training Programme6. AOB and Closing Remarks

1. Logistics Cluster Operations Update

- The Logistics Cluster reminded partners about sending their upstream pipelines to the Logistics Cluster for better planning and provision of adequate logistics solutions.

Airlifts

- The next airlift is scheduled to fly between Djibouti and Sana'a on 8 April. The following airlift is tentatively scheduled for 22 April 2019. Organisations planning to send cargo via air lift are kindly reminded to review the Air Transport SOP available [here](#) to ensure that they comply with required processes.
- The 2019 Tentative Airlift schedule can be found on the Yemen Logistics Cluster webpage [here](#).

Sea Transport

- Partners were informed about the swapping schedule between VOS Theia and VOS Apollo which will effect regular operations until 14 April. The details are as follows:

- VOS Theia will arrive in Djibouti on 4 April 2019 and should resume its activities in Hodeida on 7 April. Staff currently using VOS Apollo for accommodation will move to VOS Theia which will remain in Hodeidah to support accommodation needs as well as for emergency passenger transport, if needed.
- VOS Apollo will depart Hodeidah on 7 April with an ETA in Aden of 9 April. After arriving back in Djibouti on 10 April there will be a crew change and necessary works will be done on VOS Apollo, which should be completed by 14 April, at which point regular services will resume.
- Sea cargo transport SOP can be found on the Yemen Logistics Cluster webpage [here](#) and the current schedule for sea cargo transport can be found [here](#).

Land Transport

- The Logistics Cluster is working with WFP to finalise a Long-Term Agreement (LTA) for the use of reefer trucks for cold chain transport upon request.

Storage

- One 40 ft reefer container is now under customs clearance in Aden, for cold chain storage. The reefer will be placed at the Free Zone warehouse.
- The contract for a new warehouse of some 6,000 m² in Sana'a is being finalised, and the warehouse will be available for use shortly. Further details will be shared through the mailing list.
- Works to set up the 20 Mobile Storage Units (MSUs) on the new plot of land, adjacent to the current Free Zone warehouse, as well as to build cold chain storage are expected to start as soon as the contractor is selected in the coming weeks.
- Two MSUs are available in Sana'a for loan to partners, while an additional 10 MSUs are planned to arrive in Aden with the next VOS Theia voyage on 17 March 2019.

Fuel

- Currently the Logistics Cluster is operating on a cost recovery basis for fuel delivery to partners however, fuel provision may be transferred to WFP Bilateral Service Provision (BSP) in the coming weeks. If this transfer occurs, there will be little change to how partners request fuel.
- The Logistics Cluster would keep a contingency stock of fuel in Sana'a, Bajil and Aden locations.

Scale Up Plan for 2019

- The Logistics Cluster provided an overview of the 2019 Scale Up plan which includes the following:
 - 50 MSUs will be purchased to be made available for use by partners;
 - 12 Temperature Controlled MSUs will be purchased and made available for use by partners;
 - A total of 14 air cargo flights from Djibouti of 20 mt will be facilitated for use by partners;
 - Storage capacity increase in Sana'a, Aden and Hodeidah including temperature controlled storage;
 - Port and airport equipment purchases to facilitate the loading/off-loading of humanitarian cargo.

2. Customs Clearance Documentation Workshop

- The workshop will be postponed to late April/early May to allow for adequate preparation in order to ensure the outcomes of the workshop will be met.
- NAMCHA indicated that they will have a draft version of Customs Clearance guidelines available by 24 April for review prior to the workshop.
- Workshop participants will include key decision makers from: NAMCHA, MOPIC, Ministry of Finance, Customs, Health, Transportation, Interior and National Security.

3. Access and Constraints

- NAMCHA indicated that use of Hodeidah port, instead of Aden, would decrease the issues surrounding the need for double exemptions and other documentation for cargo destined for the north.
- NAMCHA highlighted that for any issue encountered by humanitarian organisations, a window service is available to discuss the issues directly with them. An official letter should be submitted to the head of NAMCHA, who will then forward it to the concerned governmental focal points.
- Partners were requested to send a weekly input regarding incoming cargo. An update is requested even if no issues/blockages have been encountered so that the Logistics Cluster can track changes over time.

4. Stockpile/Humanitarian Mapping in Yemen

- A brief overview of the proposed Yemen Stockpile Mapping Application was shared with partners outlining how it would benefit operational and preparedness activities.
- A taskforce will be formed to obtain consensus from the humanitarian community regarding technical aspects of the application.

5. Training Programme

- The Logistics Cluster informed participants that the Logistics Response Team Training is tentatively scheduled to take place in Amman in September 2019. There will be a maximum of 24 participants from the different organisations working in Yemen. Further details will be shared in due course.
- The Logistics Cluster has identified a service provider that can deliver port operations and fleet management trainings in both Djibouti and Amman, and they will be organised accordingly in the coming months.

The next meeting will be at the end of April. Confirmation will be sent via email.

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