
Meeting Minutes, 27 May 2019

Bangladesh



LOCATION	WFP meeting room, Cox's Bazar
DATE	27 May 2019
CHAIR	Logistics Sector
PARTICIPANTS	BDRCS, CARE, Concern Worldwide, Handicap International, IFRC, ISCG, MdM-France, Medair, Oxfam, Premiere Urgence International (PUI), Save the Children, Terre Des Hommes, UNICEF, UNFPA, WHO.
ACTION POINTS	<ul style="list-style-type: none">• The Logistics Sector to finalise the Fleet Assessment Survey summary and report.• The Logistics Sector to design practical training for drivers on basic emergency maintenance.
AGENDA	<ol style="list-style-type: none">1. Previous Action Points2. Logistics Sector Update3. Preparedness Updates – Access4. Fleet Assessment Results

1. Previous Action Points

- The Fleet Assessment Survey has been launched. Partners are asked to respond by 16 May COB.
- Partners with identified preparedness gaps can contact the Logistics Sector for equipment/supply support.
- The Physical Road Access Constraint (PRAC) online tool has been launched and is available for use by partners. The Logistics Sector will organise and facilitate an induction training session on how to use it.

2. Logistics Sector Update

HADR

- The Army conducted the Humanitarian Assistance and Disaster Relief (HADR) exercise at Camp 17, in coordination with the Ministry of Disaster Management and Relief on 23 May.

Preparedness

- 1,600 sandbags for cargo protection and 30 asset protection boxes have been completed and are available to partners. Moreover, 4,000 litres of fuel are prepositioned at the Balukhali hub.

PRAC/Roads

- The Foliopara bridge has been reopened, but trucks of any size are strictly prohibited.
- Partners are reminded to comply with the 5 mt limitation for trucks during the dry season for all routes inside of the camp.
- Vehicles moving on the Chittagong-Cox's Bazar highway should expect slight delays in Chakaria, with traffic being diverted due to road works.

- The vehicle dashboard nudge stickers with QR codes for the PRAC reporting tool are available and organisations can start obtaining these for their vehicles.

3. Preparedness Updates - Access

- The Logistics Sector presented the proposed Traffic Access Procedures to the camps in case of a cyclone and severe monsoon prepared as part of the Logistics Sector contingency plan. The procedures aim to mitigate traffic and ensure the first line response has immediate access to the camps.
- The Traffic Access Procedures are divided into two main components:
 - Assessment & Road Clearance
 - Access control & prioritisation
- In the first 72-hours after a cyclone landfall, the Logistics Sector will perform rapid assessments in roads connecting Cox's Bazar and the camps using web-based Rapid Logistics Capacity Assessments and the Physical Access Constraint Map online tool.
- The collected information on road conditions will be updated on the PRAC map on a rolling basis to reflect timely updates. Based on this information, the Logistics Sector will liaise with Site Maintenance Engineering Project (SMEP) and the Army to determine the key locations requiring immediate clearance and emergency maintenance.
- SMEP, based on their heavy and light engineering teams, will focus on in-camp maintenance while the Army is expected to mobilize engineering units upon response activation, focusing on out-of-camp clearance.
- The Logistics Sector has proposed that one-way traffic be implemented during an emergency response using a southbound flow on the Army road.
- Considering the roads are open, access to the camps will be facilitated based on a priority list to be defined by the ISCG in order to facilitate access of life-saving assistance to the camps.
- The Logistics Sector proposed the use of "camp passes", to be attached to vehicles windshield. These passes would be used to check vehicles in the army established checkpoints in key locations.
- Partners stressed the need to have NGOs taken into consideration when defining who would have access during this stage of the response.
- Finally, organisations were reminded to ensure only 4 WD or 2 WD high suspension cars (SUV/Pickup) are used during this period considering the risks of a breakdown in deteriorated road conditions.

4. Fleet Assessment Results

- The Fleet Capacity Assessment survey results were shared with partners, compiled from 24 responses.
- The descriptive results will be shared in the form of an executive summary together with the meeting minutes, a dashboard with all the results will also be shared online.
- The Logistics Sector shared the key initial findings summarised below:
 - Most organisations use an open procurement process followed by long term agreements to rent their vehicles, which can lead to capacity issues if the same provider is serving multiple organisations.
 - There is a significant amplitude between the minimum and maximum rates identified in the survey and further investigation is required to understand relations between rate and types of vehicles and contract modalities.
 - There are indications of the need to focus on capacity strengthening of drivers in regard to emergency maintenance such as the use of tow rope and jump cables.

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- Most of the responses indicated the absence of designated maintenance centres for vehicles repair. Partners suggested this should be addressed with a capacity assessment to be presented in future meetings.
- As the majority of organisations do not perform fuel tests, the use of adulterated untested fuel could pose a hazard to vehicle engines as well as generators.
- Nine organisations indicated interest to create a carpool system, a separate discussion will be called to address this.

The next Logistics Sector coordination meeting will be held on Monday, 24 June 2019 at 11:00 in the WFP meeting room in Cox's Bazar.

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