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# Meeting Minutes, 9 December 2019

Bangladesh, Cox's Bazar



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<b>LOCATION</b>	WFP Meeting Room, Cox's Bazar
<b>DATE</b>	9 December 2019
<b>CHAIR</b>	Logistics Sector
<b>PARTICIPANTS</b>	ACTED, DRC, FAO, Food for the Hungry, Handicap International-Atlas Logistics, IFRC, MEDAIR/World Concern, Relief International, TDH, UNFPA, UNICEF, WFP, WHO, World Vision.
<b>ACTION POINTS</b>	<ul style="list-style-type: none"><li>• UNHCR to share the template Technical Specification Sheet and the contact list of generator suppliers in Cox's Bazar with the partners.</li><li>• ACTED to share the load planning sheet of the generators.</li><li>• UNDP to share the cleaning camp schedule and the green procurement guidelines.</li><li>• WHO to share the technical guidance for health waste.</li></ul>
<b>AGENDA</b>	<ol style="list-style-type: none"><li>1. Previous Action Points</li><li>2. Logistics Sector Updates</li><li>3. Energy &amp; Environment Technical Working Group (EETWG) Activities</li><li>4. Fuel Efficiency- UNHCR</li><li>5. Waste Management-UNDP</li></ol>

## 1. Previous Action Points

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- The Logistics Sector was to provide further clarity on payload restrictions for vehicles entering the camp. Details were provided under the following agenda points.
- Partners were requested to provide their vehicle logbooks to the Logistics Sector to be analysed for future environmental impact discussions. No vehicle logbooks were received.

## 2. Logistics Sector Updates

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- As part of the road assessment exercise, an additional 25 km of roads have been mapped in the camps making the total number of kilometres of road assessed so far 90 km .
- MSU Erection Training [18 December], Cyclone Preparedness Training [17 December] and Basic Humanitarian Logistics Training [22-23 December] are planned for this month. Nominations can be sent to [ashim.shrestha@wfp.org](mailto:ashim.shrestha@wfp.org) . *Ex post facto addendum: The trainings on 17 and 18 December were cancelled due to a low number of nominations.*
- A [Warehouse Location Map](#) including all reported private and public warehouses of the different organisations has been published on the [Logistics Sector Bangladesh website](#).

### Crane Availability

- If any organisation requires a crane to be used in and around the camp, SMEP- Light Engineering has a crane that can be used by organisations until 31 January for 20 working days. Partners can request the crane via [smp.information@gmail.com](mailto:smp.information@gmail.com).

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### Vehicle Restriction

- From 1 December, the army started limiting the entrance of overloaded vehicles into the camps following the recommendation of a maximum 5 mt payload. However, partners requested more detailed information on these restrictions.
- The vehicle payload is being checked at the entrance of the camps. The Armed Police Force (APF) will not allow trucks with more than 5 mt payload or that are overloaded inside the camp.
- Four sectors i.e. the Food Security Sector, Shelter Sector, Site Management Sector and Logistics Sector, will be having a consultation meeting to align communications with partners regarding the limitation rules and regulations.
- Partners were advised to:
  - Closely monitor their vehicle loading processes and supplier deliveries;
  - Disclose the total net weight of the cargo in the waybills;
  - Make the appropriate adjustments in procurement/contracting clauses to ensure that third party deliveries are in line with weight limitations.
  - Not to overload vehicles, cargo should only be loaded up to the ceiling of trucks.

### 3. Energy & Environment Technical Working Group (EETWG) Activities

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- A representative from the Energy and Environment Technical Working Group presented on the activities of EETWG. Major activities are as follows:
  - EETWG is working with the Site Management Sector to coordinate planting, solar street lights, nano grids and mini grids; with the Shelter Sector for coordinating of Liquefied Petroleum Gas (LPG) distribution and household lighting; and with the Food Security Sector for reforestation activities.

### 4. Fuel Efficiency- UNHCR

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- An Associate Energy Officer from UNHCR presented on the fuel efficiency of generators. Points that should be considered for the better utilisation of fuel and generators are as follows:
  - Proper sizing of generators adapted to the expected electric load and its effect on efficiency.
  - Proper specifications of generators when releasing a tender to ensure quality and duration, prevention of oil leakage and the breaking of gaskets.
  - Generators should be loaded on the rated values, not below.
  - Periodic maintenance, log book, protective shades, and original spare parts.
  - Consumption of fuel against electric production.
- UNHCR to share the template Technical Specification Sheet and the contact list of generator suppliers in Cox's Bazar with the partners.
- ACTED to share the electrical load planning sheet of the generators.
- If any organisation requires a fuel tester to check the water content in fuel, it is available with the Logistics Sector.

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### 5. Waste Management - UNDP

- A representative from UNDP presented on sustainable solutions for solid waste to the Logistics Sector partners.
- Solid Waste Management (SWM) Strategies are reduction, reuse, recovery and disposal of waste.
- UNDP presented their activities to the partners about the clean-up campaign, ISWM system in the camp, new infrastructure, supporting the recycling sector, local government engagement, contingency planning and other contributions.
- UNDP has a landfill in Ukhiya between Camp 4 and Camp 20 extension which is being used by UNDP to manage the waste according to the category of waste inside the camp. This can also be used by partners.
- UNDP to share the cleaning campaign schedule and Green Procurement guidelines.
- Partners showed interest in visiting the landfill and the compost managed by UNDP.
- Partners were interested to know how they can access the waste dealer. UNDP informed that there were multiple waste dealers in town.
- Partners wanted to visit the compost site of the UNDP plant. Partners also requested compost training. UNDP will follow up.
- WHO to share the technical guidance for health waste.

***The next Logistics Sector Coordination meeting will be held on Monday, 23 December 2019 at 11:00 in the WFP Meeting Room, Cox's Bazar***

#### Contacts

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