
Meeting Minutes, 18 March 2019

Bangladesh



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| LOCATION | WFP Office, Cox's Bazar |
| DATE | 18 March 2019 |
| CHAIR | Logistics Sector |
| PARTICIPANTS | ACF, BDRCS, Care, IFRC, Handicap International, Hope Field Hospital, Medair, OXFAM, Relief International, TDH, UNFPA, WHH, WHO |
| ACTION POINTS | <ul style="list-style-type: none">• Logistics Sector to finalise the contingency plan for Monsoon and Cyclone seasons• Partners interested to take part in a DFID block chain pilot project to contact Logistics Sector by 21 March 2019• Partners to provide input for second round of development for the Preparedness Platform |
| AGENDA | <ol style="list-style-type: none">1. Previous Action Points2. Logistics Sector Updates3. Logistics Capacity Assessment (Bangladesh)4. Cyclone & Monsoon Preparedness5. AOB |

1. Previous Action Points

- The Logistics Sector gathered information about truck licence requirements in Bangladesh which is presented below.
- The Logistics Sector presented the process for connecting facilities to the main electrical grid.
- Up to this meeting, no partner reported delays or impediment related to cargo verification to assist with ongoing advocacy efforts.

2. Logistics Sector Updates

Training

- The second session of the Basic Humanitarian Logistics Course (BHLC) will be held 20-21 March 2019 in Madhu Chara Logistics & Engineering hub.
- The Logistics Sector will reopen nominations for the next sessions of the BHLC and the MSU Erection training after 31 March.

Common Storage

- The Logistics Sector's Balukhali hub is now operational, including upgraded storage. The hub is currently open with limited capacity and is expected to become fully available to partners within the next three weeks. The Standard Operating Procedures of the hub are being updated as well as the Logistics Sector Concept of Operations.

DFID Block Chain Invitation

- DFID is seeking a partner who can track a shipment of physical humanitarian goods in a relevant humanitarian context using the proof-of-concept tracking system. The system would be tested by tracking goods in real time along key points in the supply chain. Interested organisations are requested to contact the Logistics Sector by 21 March 2019.

Preparedness Platform Updates

- A workshop was conducted in Cox's Bazar 13-14 March 2019 to present and test the Preparedness Platform, and was attended by 15 participants from 12 different organisations.
- The platform is expected to be fully functional by mid-April with a progressive rollout over the coming weeks.
- Partners were advised that a second round of development is expected, and suggestions and/or ideas are encouraged to support the process.

3. Logistics Capacity Assessment (Bangladesh)

- Relevant information gathered during the update to the Bangladesh Logistics Capacity Assessment was presented to partners.

Truck License Requirements

- Trucks have two different plates differentiated by colour: (1) White Plate – Private vehicle not allowed to be used for external commercial activity (e.g. rental) and (2) Green Plate – vehicles available for external commercial use. The implementation of the plate colour regulation is relatively new (three years) and vehicles registered for external commercial activity typically holds both plates together.
- Companies providing transport services are required to provide vehicles using the green plate. The Logistics Sector contacted 11 companies who unanimously indicated to make available vehicles with the correct plate in their fleet.
- Partners are suggested to include licensing requirements in their contractual obligations and indicate during the request phase that trucks should be sent with the appropriate licence. Partners agreed that there is no need to seek for exemptions through advocacy.

Electricity Connection Procedure

- The Logistics Sector introduced the request procedure for connecting facilities to the main power grid. The request is to be addressed to Cox's Bazar Palli Bidyut Samity.
- The request is made through a letterheaded request stating the location, expected consumption and purpose of the facility. Other documentation such as land lease agreements, organisation tax documentation and ID of the organisation representative are also necessary.
- Partners inquired about potential differences to request three-phase electricity. This will be clarified by the Logistics Sector.

4. Cyclone & Monsoon Preparedness

- The Logistics Sector briefed partners about the series of events that occurred in Cox's Bazar in preparation for the Simulation Exercise (SimEx) planned between 08-10 April.
- The Logistics Sector revisited the Lessons Learned for Cyclone and Monsoon season contingency planning and partners agreed that synergies can be created in the preparation of a unified contingency plan that includes tasks and recommendations for both the Logistics Sector and partners themselves.
- The initial suggestion of contingency activities is divided into Logistics Sector-led and partner-led activities related to storage, operation support, transport/procurement and access/roads.
- The summary of suggestion actions is:

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- **Storage:** Logistics Sector to increase standby storage capacity and make available Balukhali Hub. Partners to ensure mitigation measures (e.g. MSU anchors) are installed and share up-to-date storage utilisation data.
- **Operation support:** Logistics Sector to assess fuel contingency stocks at local suppliers and increase standby capacity of core equipment (e.g. generators). Partner to increase contingency stock of key support stocks and implement measures to preserve assets.
- **Transport & Procurement:** Logistics Sector to map transport capacity and increase support on road clearance. Partners to revise fleet maintenance and anticipate long-term agreements for agile supply delivery.
- **Roads & Access:** Logistics Sector to ensure the new Physical Road Access Constraints Map is operational and traffic regulations are in place. Partners to enforce constraint reporting and increase monitoring of truck weights.

5. AOB

- Partners were advised that the Logistics Sector IM team has limited availability until Sunday 24 March due to external appointments.

The next Logistics Sector meeting will be held on Monday, 1 April 2019 at 11:00 in the WFP Meeting Room in Cox's Bazar.

Contacts

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| Otavio Costa | <i>Logistics Sector Coordinator</i> | otavio.costa@wfp.org |
| Priya Pradhanang | <i>Information Management Focal Point</i> | priya.pradhanang@wfp.org |
| Sadiyya Sultana | <i>Information Management Associate</i> | saddiya.sultana@wfp.org |