LOCATION: Cox’s Bazar, WFP Office
DATE: 2 July 2018
CHAIR: Logistics Sector

PARTICIPANTS: Action Contre Faim, Concern Worldwide, Danish Refugee Council, Hope Foundation, ICRC, IFRC, Inter-Sector Coordination Group, Refugee Relief and Repatriation Commission, Plan International, Premiere Urgence International, UNFPA, UNHCR, Unicef, WFP, WHO

ACTION POINTS:
• Logistics Sector to continue to follow up and share updates on fuel supply in the local area.
• Organisations are to revert to the Logistics Sector regarding their needs in terms of potential use and quantities of use of the Temperature Controlled Storage Unit should it become operational.
• Logistics Sector to share a survey to allow participants to provide feedback on the Logistics Sector operation since September 2017.
• Logistics Sector to follow up on reports of damage to the road through Camp 18.
• Shelter Sector to be invited to present during the next Logistics Sector Meeting.

AGENDA:
1. Action Points
2. Monsoon Response
3. Access Constraints
4. Sector Updates
5. AOB

1. ACTION POINT(S) OUTSTANDING
• Participants to share pipeline information to support with Logistics Sector storage capacity planning.
• Organisations to share nominations of staff interested in attending Logistics Sector MSU Erection training.
• In general, it was reported that there are currently no major concerns regarding customs or importation of cargo. The Logistics Sector will follow up any concerns. Participants to continue to share updates and issues on humanitarian cargo importation and customs clearance processes for discussion at the next coordination meeting.

2. MONOON RESPONSE
• The WFP Head of Logistics presented a summary of the Risk Analysis, Action Plan and Status Update of the WFP Monsoon Response Plan.
• The Logistics Sector provided an update on fuel supplies within the Cox’s Bazar area based on feedback from local fuel suppliers:
  o Fuel is transported to Cox’s Bazar from Chittagong by tanker truck along the Chittagong-Ukhiya Highway.
  o According to one supplier, they maintain seven days of fuel stored in Cox’s Bazar. The amount of fuel stored in Cox’s Bazar is doubled to 14 days if road transport constraints are predicted between Chittagong and Cox’s Bazar.
Transportation of fuel between Cox’s Bazar and Ukhiya and Teknaf Upazilla’s is done by road along Marine Drive and the Cox’s Bazar-Teknaf Highway. In previous years, it is reported that flooding has restricted access on these routes during the monsoon season for no more than two-three days at a time.

- The Logistics Sector will continue to collect and share information on fuel supplies and will update the fuel section of the Bangladesh Logistics Capacity Assessment.
- Logistics Sector will be disseminating a user survey in the coming week for Logistics Sector members to provide feedback on the Logistics Sector operation to date, as well as recommendations for future direction of the Logistics Sector in Bangladesh.
- Following the short period of intense rain earlier in June, participants provided feedback on their successes and challenges. Feedback included the need to ensure storage facilities are prepared for surface flooding including ensuring cargo is positioned on a sufficient number of pallets.

### 3. ACCESS CONSTRAINTS

- Meeting participants expressed that the current Physical Road Access Constraints (PRAC) map is very useful along with the dialogue within the email sent out. As requested, the map will continue to be shared through the Logistics Sector mailing list and the skype group. It has been recommended that there should be a daily update via the skype group should there be no new reported road access constraints.
- The road running through Camp 18 was reported to be in a very bad condition and should there be a significant amount of rain, it could become inaccessible. The Logistics Sector will follow up on the status of this road.
- Organisations discussed the concerns regarding accessibility of the Logistics & Engineering Hub in Madhu Chara following the access restrictions over the past few weeks due to road construction.
- Transportation of containers for prepositioning cargo throughout the camp can be challenging due to the road capacity restrictions and availability of loading/offloading equipment. It was recommended container movement be done early in the morning to ease the process.
- The Logistics Sector continues to advocate with the relevant government authorities for implementation of a system to oversee traffic in and around Kutupalong in an effort to maintain the roads and prevent long-term damage due to high usage.
- Organisations are reminded to fully communicate safety requirements and routes when transporting humanitarian relief items in and around camps to ensure safety for other drivers and beneficiaries.

### 4. SECTOR UPDATES

- **Ukhiya Logistics Hub**: Seven MSUs are available for use by the humanitarian community for storage of relief items.
- **Logistics & Engineering Hub in Madhu Chara**: Six MSUs are now operational at the Logistics & Engineering Hub and are open to receive cargo based on your requests. When submitting a Service Request Form (SRF), organisations can indicate a preference regarding storage in either Ukhiya Logistics Hub or the Logistics & Engineering Hub in Madhu Chara.
• Teknaf Logistics Hub: The Teknaf Logistics Hub in Leda is operational providing over 800 m³ of free common storage space to the humanitarian community. Currently, 100 percent of storage at the Teknaf Logistics Hub is available for use by the humanitarian community.

• The next training will be on MSU erection and is scheduled to take place in the upcoming weeks. Organisations interested in nominating staff to attend the training should contact the Logistics Sector.

SERVICES UPDATE

• Organisations were reminded to follow the below requirements when making service requests:
  o Service Request submission: **72 hours BEFORE** any delivery
  o Release Order submission: **24-48 hours BEFORE** any collection
  o **Precise/accurate weight** and **volume** is critical
  o **Precise/accurate quantity** of goods is critical
  o **Clear/verifiable description** of goods is important
  o **A representative must be present** at the hub for delivery/collection
  o Temporary storage will be initially granted for **30 days**

• Organisations should specify the preferred Logistics Hub when submitting a Service Request Form (SRF).

5. AOB

• The Temperature Controlled 40-foot container has undergone further assessments. Organisations are requested to share their predicted use of the TCU should it be able to be repaired and become functional.

• Following a discussion with participants, it was decided that a representative from the Shelter Sector will be requested to present at the next Logistics Sector meeting.

*The next Logistics Sector meeting will be held on Monday, 16 July 2018 at 11:00 at the WFP Conference Room in the WFP/IOM Compound*

Contacts:

Lucy Styles  
Logistics Sector Coordinator  
* lucy.styles@wfp.org

Alex Parisien  
Information Management Officer  
* alexandra.parisien@wfp.org

Priya Pradhanang  
Service Support Officer  
* priya.pradhanang@wfp.org*