LOCATION: WFP Office, Cox’s Bazar  
DATE: 27 August 2018  
CHAIR: Logistics Sector  
PARTICIPANTS: Concern Worldwide, HI/Atlas, ICRC, IHP, ISCG, Plan International, PUI, Samaritan’s Purse, Save the Children, Site Management Sector, UNFPA, UNICEF, UNHCR, WHO, WFP  
ACTION POINTS:  
- The Logistics Sector to liaise with other sectors so they can further disseminate the Driver Safety Training resources with their contacts.  
- Organisations to share any updates on the previously submitted list of participants for the MSU erection training.  
- Organisations to bring any engineering-related issues (road maintenance, drainage) within the camp to the next meeting to raise with Site Maintenance Engineering Project (SMEP).  

AGENDA:  
1. Previous action points  
2. SMEP updates  
3. Access constraints  
4. Logistics Sector updates  
5. Site Management Sector presentation  
6. AOB

1. PREVIOUS ACTION POINTS

- The contact information of HI/Atlas Logistique to access common services has been shared in the previous meeting minutes:  
  - To utilise common storage services at the Teknaf Logistics Hub in Leda submit a Service Request Form (SRF) to bangladesh.clustercargo@wfp.org.  
  - To submit a request for common storage services in Unchiprang or common transport services in the Ukhiya and Teknaf areas send an email to atlaspm@hibd.org.  
- The link to access the Bangladesh Logistics Capacity Assessment (LCA) has been shared: https://dlca.logcluster.org/display/public/DLCA/Bangladesh.  
- The Driver Safety Training resources kindly shared by Food for the Hungry – Medical Teams International (FH-MTI) have been sent through the mailing list. The Logistics Sector will liaise with other sectors, so they can further disseminate this information with their contacts.  
- The Logistics Sector has raised the issue of road safety expressed by partners during the last meeting with the Protection Sector. Organisations have again expressed concerns on road safety and how to make sure drivers are compliant with safety guidelines.

2. SITE MAINTENANCE ENGINEERING PROJECT (SMEP) UPDATES

- Regarding the widening of Foliapara Road, SMEP is working with local authorities on making the land on the sides of the road available for the construction works.  
- The steel bridge north of Foliapara Road is estimated to be finalised by mid-October. The bridge will enhance access to the Logistics & Engineering Hub in Madhu Chara and the northern section of the camp.
• Road 7, which is currently under construction, is estimated to be finalised by the end of September. The road will enhance access to Camp 4 Extension.

• Organisations are advised to bring any engineering-related issues they have on access, repairs, drainage, etc. within the camp to the next Logistics Sector Meeting for SMEP to consider. SMEP also invites organisations to visit the hub in Madhu Chara to raise similar issues. SMEP can be contacted through their hotline:
  o Mobile: 01869-667229/01869-669209
  o Email: smep.information@gmail.com

3. ACCESS CONSTRAINTS

• The latest Access Constraints Map is available here: https://logcluster.org/map/bangladesh-physical-road-access-constraints-map-20-august-2018. Organisations are reminded to share any constraints they face so the map remains updated.
  o The Ukhiya-Balukhali Army Road through Foliapara (north of the Logistics & Engineering Hub) is now officially open.
  o Access on all roads within Kutupalong Camp is limited to 3mt (net weight) trucks or less.
  o Road 7 is inaccessible to vehicles as construction is ongoing.

• Chittagong Port – The port was closed during Eid, therefore congestion is expected to increase during the following weeks. Port congestion is consistent for all types of goods.

4. LOGISTICS SECTOR UPDATES

• The Ukhiya Logistics common storage service was extended until the end of October 2018, on the basis that Madhu Chara was still facing access issues.

• The hubs in Ukhiya and Madhu Chara will be closed on Sunday 2 September 2018.

• Organisations are reminded that their representatives must always carry a valid ID to enter the hubs.

• Organisations to notify the Logistics Sector should they require training on basic cargo measurements and completing SRFs.

5. SITE MANAGEMENT SECTOR

• Due to the close collaboration between the Site Management Sector (SMS) and the Logistics Sector, the SMS Coordinator gave an overall presentation on their activities.

• Relevant documents of the Site Management Sector, such as the Site Improvement Catalogue and the map of Coordinator/Site Management Support Agencies can be found here.

6. AOB

• The MSU erection training, to be kindly hosted by Save the Children, will be held during September. The date will be confirmed as soon as possible. Organisations to share any updates to the lists of participants.
The next Logistics Sector meeting will be held on Monday, 10 September 2018 at 11:00 in the WFP Conference Room in Cox’s Bazar.

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