Meeting Minutes, 13 April 2020
Bangladesh, Cox’s Bazar

LOCATION: Cox’s Bazar - WFP Meeting Room and Online

DATE: 13 April 2020

CHAIR: Logistics Sector


ACTION POINTS

- The Logistics Sector to re-share supplier information for oxygen suppliers, other COVID-19 related suppliers and the locally produced PPE quality assurance email.
- Partners experiencing cargo access issues via national incoming routes, or in and around the camp, to share details with the Logistics Sector.
- Partners involved in the procurement of medical equipment, PPE and oxygen supply for the Isolation and Treatment Centres (ITCs) are requested to share brief updates on their pipeline status for the coming meetings.
- Partners with old camp vehicle access passes to print new passes form here.

AGENDA

1. COVID-19 Isolation & Treatment Centres: Logs issues and constraints
2. Logistics Sector Updates
3. Restricted Vehicle Access to Camps
4. AOB

1. COVID-19 Isolation & Treatment Centres: Logs Issue and Constraints.

- The Logistics Sector will continue requesting partners involved in the procurement of medical equipment, PPE and oxygen supply for the Isolation and Treatment Centres (ITCs) to share brief updates on their pipeline status for the coming meetings. The purpose is to enable a quick system of
reporting through the forum to identify any market constraints that may warrant deeper discussion for solutions and to disseminate the compiled update to other coordination groups.

- Partners confirmed by WHO for management of the WHO Isolation and Treatment Centres are UNHCR, IOM, UNICEF, IRC and Save the Children.

- Partners provided the following pipeline status reports:
  
  o **UNHCR**: Evaluation process for medical equipment and PPE nearing completion and orders due to be placed. Positive feedback received from both national and international suppliers on available stocks. UNHCR is providing procurement support to their implementing partners. Various avenues for cylinder supply of oxygen being put in place for both mobile and supplier site refilling. One company providing an option to rent larger $7m^3$ cylinders at a daily rate.
  
  o **IOM**: Conducting PPE and medical equipment procurement in phases. The first phase (items for 1,000 patients) orders have been placed and deliveries are currently being received. The second phase (items for 4,000 patients), tenders are now closed, and the evaluation is in process. Most of the sourcing is done through local and national markets, with a small part to come from international suppliers such as N95 masks coming from China. IOM purchased 154 oxygen cylinders and are in the process of signing long term agreements for refilling with multiple suppliers. IOM also has a significant stock of oxygen cylinders that were procured previously.
  
  o **Save the Children**: Have commenced the procurement process for medical equipment and PPE through RFQ to national and international vendors. SCF has started the process to identify and secure local supply for oxygen cylinder refill.
  
  o **International Rescue Committee**: IRC has commenced procurement from the local market for initial needs though have noted a substantial price increase. Additional items are being sourced from national and international level markets. IRC is finalising purchase orders for the supply of 110 oxygen cylinders and equipment.

- Some partners reported they are pursuing options of alternative locally made medical PPE, but that quality control is challenging. WHO responded by saying that any local companies now producing PPE should be able to provide evidence of their quality standard and if unable to obtain this, then the partner should conduct a quality check with their own medically qualified staff, with the understanding that the items may not meet the required approval specification.

2. Logistics Sector Updates

- The Logistics Sector provided technical support to set up two rectangular tents for the International Rescue Committee at Camp 22 for healthcare units.

- The MSU set up team is available to assist partners with technical support in setting up any tent type structure in the camps. When requesting assistance, partners must provide labour.

https://logcluster.org/sector/bangl17
3. Restricted Vehicle Access to Camps

- After the Government of Bangladesh started taking measures in order to prevent the spread of the COVID-19, the humanitarian response in Cox’s Bazar is now only limited to critical activities that have a direct impact on the lives of refugees.

- The Logistics Sector with ISCG and Refugee Relief and Repatriation Commission (RRRC) put a new system in place to facilitate the humanitarian vehicle access to the camp area using digital technology, hence reducing the queue time at the checkpoints and helping to monitor the number of vehicles accessing the camps on a daily basis.

- The Logistics Sector presented the system to partners including how to request the vehicle pass, how to renew passes, and what is the procedure for addressing urgent cases for vehicles that may require entry though but are not on the list of authorised vehicles.
  - An online system is developed, to be filled by the organisation to request approval for their vehicles or their partner/contractor vehicles.
  - To process the applications for passes and produce the passes following approval from the RRRC Office. A request must be submitted by 11:30 am, for issuance (if approved) the following day. Any applications received after 11:30 am will be considered for clearance the next day.

**IMPORTANT NOTES**
  - Do not repeatedly re-submit vehicle pass requests if you do not receive a pass. Instead, please send an inquiry through the link to the online system.
  - Duly filled forms in the online system do not guarantee the granting of an access pass. If you have questions regarding access, please fill out the inquiry form provided through the online system.

- Old passes issued on 7 April will remain valid until Thursday 16 April. Passes issued from the 11 April are in the latest format and do not have expiry dates until further notice. The latest vehicle passes can be found here.

- Partners requested details on how the critical list was prioritised. The prioritisation of the list is managed by ISCG in partnership with the government.

- One partner requested advice regarding movement restrictions for their local suppliers moving around the region for the transport of COVID-19 related supplies. The partners present suggested that all transporters should ensure that proper documentation is provided with the cargo, to show to authorities at checkpoints.

- Partners are requested to report any access constraints for trucks travelling in from Dhaka or Chittagong to Cox’s Bazar to the Logistics Sector.

4. AOB

- DRC is preparing a project for the local production of hand sanitiser. Partners interested in becoming involved with this initiative please contact richard.otueyo@drc.ngo.
The Logistics Sector will distribute the second batch of sanitiser, organisations in need of sanitiser can contact srabasti.sarker@wfp.org.

The next Logistics Sector Coordination meeting will be held on Monday, 20 April 2020 at 11:00 in the WFP Meeting Room, Cox’s Bazar for focal points and presenters, and online through Microsoft teams invite.

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