

LOCATION: WFP Office, Cox's Bazar

DATE: 19 November 2018

CHAIR: Logistics Sector

PARTICIPANTS: BRAC, Concern Worldwide, DanChurchAid, Global Logistics Cluster, Hope Field Hospital, IFRC, IOM, Malteser International, Norwegian Refugee Council, Plan International, Premiere Urgence International, Research, Training and Management International, Samaritans Purse, Save the Children, Solidarites International, UNFPA, UNHCR, USAID/OFDA, WHO

ACTION POINTS:

- Humanitarian organisations are to revert to the Logistics Sector if they would like be a representative on the Joint Response Plan (JRP) review panel for the Logistics Sector, which will take place on 27 November.
- Humanitarian organisations are requested to share their recent experiences regarding cargo checks of relief items in Cox's Bazar by 24 November.
 - The Logistics Sector will follow up with NGO Platform representatives on issues raised regarding cargo checks required by NGOs prior to distribution.
- Humanitarian organisations have been requested to continue to share vendor lists for consolidation and distribution amongst the humanitarian logistics community.
- Humanitarian organisations are to propose alternate methods for reporting on physical access constraints and communication of updated information at the next coordination meeting.

AGENDA:

1. Previous/outstanding action points
2. Logistics Sector update
 - a. Warehouse capacity assessment preliminary results and discussion
 - b. Chittagong mission scope validation
 - c. Joint Response Plan Review
 - d. Physical road access updates
 - e. Supplier database current inputs
3. Lessons learned mission preliminary findings and discussion
4. AOB

1. PREVIOUS ACTION POINTS

- The allocation of 10 additional 20-foot containers soon available at the Logistics and Engineering Hub in Madhu Chara has been finalised as per the prioritisations agreed upon at the previous Logistics Sector coordination meeting. Organisations that have been assigned containers have been notified.

2. LOGISTICS SECTOR UPDATE

Warehouse Capacity Assessment Overview and Discussion

- The Logistics Sector shared the preliminary results from the online Warehouse Capacity Assessment. The information collected during the survey will be used to guide Logistics Sector planning for 2019. A comprehensive analysis and summary of the results will be shared for review with Logistics Sector colleagues in the coming week.

Chittagong mission scope validation

- The Logistics Sector presented the two primary motivations for the Chittagong Assessment mission scheduled for the beginning of December:
 - Objective 1: To conduct capacity assessments of the Sea Port, Procurement and Service providers, Airport and Warehousing in Chittagong to update the Logistics Capacity Assessment (LCA).
 - Objective 2: To conduct risk and vulnerability assessments of logistics infrastructure in Chittagong.
- A meeting participant proposed that customs clearance and importation processes should be included as a key focus for the LCA portion.

JRP Review

- The Logistics Sector will be holding a peer review session for the JRP inputs on 27 November. Meeting participants were invited to contact the Logistics Sector should they be interested in participating in the review process.

Physical Road Access Constraints (PRAC) update

- Meeting participants were asked to follow up on thoughts of how to better facilitate the collection, analysis and dissemination of PRAC information. This will be a key theme in the subsequent Logistics Sector Coordination meeting. Humanitarian organisations are invited to bring ideas to the next meeting for a brainstorming session regarding improved physical access constraints reporting mechanisms as well as to discuss preferred means of communicating updated information to and from the Logistics Sector.

Suppliers Lists

- The Logistics Sector extended the invitation for humanitarian organisations to continue to support the Logistics Sector consolidation of vendor and supplier lists.

3. LESSONS LEARNED MISSION PRELIMINARY FINDINGS & DISCUSSION

- The Lessons Learned team presented their preliminary findings from their time and interviews in Dhaka and Cox's Bazar.
- Meeting participants were invited to contact members of the Lessons Learned team should they have questions or additional inputs that they would like to have included. The team can be contacted at the following emails: Dorte Friis – Global Logistics Cluster dorte.friis@wfp.org; Riku Assamaki – IFRC riku.assamki@ifrc.org; Aleksandra Doruch – UNFPA doruch@unfpa.org
- The final report from the Lessons Learned mission will be published on the Logistics Cluster webpage which will be shared with the Logistics Sector mailing list.

4. AOB

- A participant provided insight into the meeting on medical logistics that was held between organisations in Cox's Bazar and the importance that the continuation of the meeting has within the Cox's Bazar context.

- UNHCR indicated that they are opening a tender for customs clearance and freight forwarding agents. Meeting participants were invited to approach UNHCR regarding piggybacking on the tender process.

The next meeting will be held Monday, 3 December 2018 at 11:00 in the WFP Meeting Room in Cox's Bazar.

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