

LOCATION: WFP Office, Cox's Bazar

DATE: 3 December 2018

CHAIR: Logistics Sector

PARTICIPANTS: ACF, BDRCS, Concern Worldwide, DanChurchAid, HELP Cox's Bazar, HI, ICRC, IFRC, IOM, MEDIAR, Plan International, OXFAM, PUI, Save the Children, UNFPA, UNICEF, WHO

- ACTION POINTS:**
- Logistics Sector to share the draft of simplified truck procedures after discussion with NGO Platform.
 - Logistics Sector to share final report of warehouse capacity assessment.
 - Partners with current documented practices in food and medical disposal to share procedures with partners.

- AGENDA:**
1. Previous action points
 2. Logistics Sector update
 3. Warehouse capacity assessment results and discussion
 4. JRP Conclusion
 5. Physical Road Access Updates
 6. Training Plans
 7. District Commissioner Clearance
 8. AOB

1. PREVIOUS ACTION POINTS

- Humanitarian organisations had been requested to revert to the Logistics Sector if they would like be a representative on the Joint Response Plan (JRP) review panel, which took place on 27 November. The JRP has been reviewed by partners.
- Humanitarian organisations were 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 matters raised regarding cargo checks.
- Humanitarian organisations had been requested to continue to share vendor lists for consolidation and distribution amongst the humanitarian logistics community. Some partner lists have been received, the request remains in place.
- Humanitarian organisations have proposed alternate methods for reporting on physical access constraint and communication of updated information at the next coordination meeting.

2. LOGISTICS SECTOR UPDATE

Warehouse Capacity Assessment Overview and Discussion (Survey)

- The Logistics Sector shared the results from the Warehouse Capacity Assessment. The information collected during the survey will be used to guide Logistics Sector planning for 2019.
- A comprehensive analysis report will be shared with partners next week. The summary of findings is as follow:

- Land availability continues to be a constraint for organisations to establish warehousing;
 - Lack of flexibility in available capacity as demands increase;
 - Physical access limitations;
 - Organisations have identified the combined need to explore storage in the south of Kutupalong-Balukhali Camp.
- Partners suggested expanding the survey towards a feasibility study for areas in and around Ramu.

JRP 2019

- The JRP review panel concluded last week, Friday 30 November. The JRP will be presented to the Inter-Sector Coordination Group (ISCG) and the Humanitarian Country Team (HCT) on 11 December 2018.

Training Plans

- The Logistics Sector presented the current training plans for 2019. A roadmap was introduced to demonstrate training rationale and the division between practical and class-based initiatives.

Physical Road Access

- Partners agreed on the need to increase the speed of roads updates available to the humanitarian community and endorsed the use of collaborative tools that require higher engagement from partners. The Logistics Sector proposed two dynamic tools to collect roads information for physical road access. The Logistics Sector will explore the feasibility of both options:
 - The use of an open source data collection tool to be used in staff mobile phones.
 - Use of Global Logistics Cluster preparedness platform as a tool for collecting and visualising road condition information.

3. DC APPROVAL

- Logistics Sector presented the current discussion with NGO Platform towards an additional round of simplification efforts with the DC office.
- A simplified procedure for cargo verification at the DC office was presented for partner consideration. Partners also provided input regarding the necessary documentation for the verification.
- Partners agreed upon two alternative verification processes for operational needs:
 - Cargo verification based on cargo sample (preferred solution);
 - Reallocation of the verification venue closer to the camp.

4. AOB

- Request for more information on the formalised process for waste management of food and medical items.

Contacts

Otavio Costa

Alex Parisien

*Logistics Sector Coordinator
Information Management Officer*otavio.costa@wfp.orgalexandra.parisien@wfp.org

The next meeting will be held Monday, 17 December 2018 at 11:00 in the WFP Meeting Room in Cox's Bazar.