LOCATION: Suva, Fiji
DATE: 8 March 2016
CHAIR: Logistics Officer, World Food Programme (WFP)
PARTICIPANTS: Australian Department of Foreign and Trade (DFAT), Americares, UNICEF, IFRC, Oxfam, OCHA, Save the Children, World Food Programme (WFP), Habitat for Humanity Fiji, Shelterbox, IOM, CARITAS, Fiji Red Cross Society,

ACTION POINTS:
- Confirm the scope of the duty exemption confirmation;
- Confirm the status of reported cargo delays at Sydney Airport;
- Confirm that cluster leads are informed on inbound relief supplies;

AGENDA:
1. Situation Update
2. National Cluster Update
3. Update on Import procedures
4. Update on Requests for Assistance (RFA) System
5. Logistics Capacity Assessment (LCA)
6. Needs and Gaps
7. AOB

1. Situation Update

- The agenda for the meeting and a general update of the situation was presented to participants.
- The updated Access Constraints map as of 7 March 2016 [http://www.logcluster.org/document/fiji-situation-update-7-march-2016](http://www.logcluster.org/document/fiji-situation-update-7-march-2016) was presented. Participants were reminded to continue to share information on access issues they identify.
- A number of roads on the island of Koro and in Rakiraki are still inaccessible, but in general road access has improved significantly.
- The operational capacity of Nadi and Nausori airports is reported to be improved following recent minor issues with handling and storage. The volume of aircraft movements through the airports has reduced and no congestion is reported.
- Storage capacity at Nadi Airport is now returning to normal levels of available capacity.
- The offer for air cargo transportation via scheduled Virgin Australia flights for organisations registered with the Australian Council for International Development (ACFID) continues to be available for booking until 13 March.

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2. Update from the National Cluster

- The National Disaster Management Office (NDMO) is receiving support from the DHL Disaster Response Team (DRT). The team, comprised of seven volunteers is based at Nausori Airport and assisting in receiving and processing humanitarian cargo.

- Three additional forklifts have been sourced to augment handling capacity at Nausori Airport. One forklift has been provided by the Australian Defence Force (ADF), one provided by DHL and one forklift sourced by the NDMO from a Government ministry.

- The Fiji National Logistics Cluster is operating a total of six warehouses. The main hub is located in Walu Bay (Suva) and includes three warehouses. A further two warehouses are located in Nausori and one in Lautoka, Western Division (Nadi).

- With the support of the ADF, a Mobile Storage Unit (MSU) has been established on Koro Island.

3. Update on the import procedures

- An update on the relief import process implemented by the NDMO and supported by WFP, to assist with tracking the quantity of humanitarian relief goods that arrive in country by air and sea was given.

- If the cargo is consigned to the NDMO, organisations should email the confirmation letter and all shipping documentation to the FPO. This step is not required if the cargo is consigned to organisations individually, because in this case organisations will be responsible to process the customs clearance themselves.

- An alternative option whereby cargo is consigned to and customs cleared by the NDMO was discussed. It is possible for organisations to liaise with the NDMO to collect their cargo following clearance for distribution, however in this case distribution reports must be shared with the NDMO.

- If cargo is currently in transit but organisations would like to amend the process and change documentation, they are advised to contact the Fiji Financial Procurement Office (FPO) directly for confirmation.

- It is unclear if the current clearance approval can be used as a blanket clearance for all shipments. Oxfam advised they have been using one exemption confirmation for all imports. The Logistics Cluster requested that organisations still copy all parties involved on correspondence so that storage and transport capacity requirements can be anticipated.

- It was queried if the information on expected cargo is shared with government ministries as some reports suggest that the ministry of Health are not completely aware. In accordance with the process, the NDMO is responsible for forwarding this information.

- Participants were given an update on the quantity of relief items that are expected to arrive.
• 19 requests have been received from 14 different organisation for importation of 417 MT (1,398 m3) of cargo have been received as of 7 March.

• Approximately 35% of the cargo has been consigned to NDMO and 63% of the cargo is comprised of shelter items.

4. Updated on Requests for Assistance (RFA) System

• An update was given on the Request for Assistance (RFA) process and how to access the RFA Form: https://www.humanitarianresponse.info/en/operations/fiji/humanitarian-civil-military-coordination

• The Republic of Fiji Military Forces (RFMF) and the Australian Defence Force (ADF) are currently providing engineering support to Koro Island. This support includes rehabilitation of community centres, hospitals, and schools. The coming days are likely to see continued efforts to support relief operations on Koro, eventually transitioning to Taveuni and southern Vanua Levu and Ovalavu.

• The New Zealand Defence Force (NZDF) has begun operations in Vanua Balavu on Sunday 6 March. To support the operations, the HMNZS Canterbury has continued to deploy personnel and kit ashore. Focus of current efforts is on engineering support and road clearing in Loma Loma.

• HMNZS Wellington is due to depart Suva on 7 March and sail to Vanua Balavu in support of HMNZS Canterbury. The HMNZS Wellington will deliver humanitarian relief in the area relief supplies including Non Food Items (NFIs), shelter material, hygiene kits, medical supplies and agricultural seedlings.

• Assessments by NZDF are currently being conducted in Munia and Yacata islands; and Dakui Loma Loma, Mualevu and Mavana communities in Vanua Balavu.

• A French patrol boat is delivering food and water to Cicia and Natokalau. The French fixed wing asset (CASA) will cease operations on 10 March 2016.

• A total of 35 RFAs were submitted primarily from the Government Ministries and three submitted by the Humanitarian Community. Ten have been completed.

• The amphibious assets of both ADF and NZDF have space available to accommodate humanitarian cargo and RFAs should be submitted as soon as possible to ensure forward planning.

• The UN-CMCoord team can provide detailed sector-specific information on deployment of foreign military assets, as well as relief operations undertaken by the RFMF and FRANZ partners. Contact: cmcoordfiji@gmail.com.

• The procedures and timing for passenger movement requests was discussed and participants advised that, requests should be made as early as possible and information on available return journeys will be shared.
once confirmed. Transportation is planned each day as per requests received and not according to a set schedule

- Commercial transportation options and alternative maritime assets are available but reports of commercial cancellations have been received.

- Organisations were reminded that RFAs should be submitted as soon as possible, naval assets are available to move cargo especially to eastern and northern division.

- The HMAS Canberra is due to return to Suva on 10 March before returning to the Northern Division, organisations wishing to utilise the vessel for transportation of cargo to the Northern Division should submit an RFA as soon as possible.

5. Logistics Capacity Assessment (LCA)

- Participants were given an overview of the Fiji Logistics Capacity Assessment (LCA), how to access the system and recently updated sections including port contact details: http://dlca.logcluster.org/display/DLCA/Fiji

- There is a need for organisations with presence in more remote areas to share information which can feed into the LCA, templates for collecting information are available: http://dlca.logcluster.org/display/DLCA/Generic+Template

6. Needs and Gaps

- Organisations gave an update on their planned and expected cargo shipments due to arrive into Fiji.

- Caritas requested support following a delay in stock deliveries from Vanuatu.

- The possibility of sharing a cargo air charter from UNHRD in Subang (Malaysia) on a cost sharing basis was discussed and interested organisations encouraged to share details of cargo weight and volume and preferred date of departure.

- Delays with cargo transportation through Sydney airport has been reported, further information will be shared once confirmed.

- The location of the Mobile Storage Units (MSUs) will be shared once the NDMO has provided final confirmation.

- The ADF have one MSU on the HMAS Canberra which is scheduled to return on 10 March to Suva where the MSU will be established, the location is yet to be confirmed.

- Organisations were reminded that the Relief Item tracker is a database that provides comprehensive information on the final distribution location of relief since the start of the emergency: http://www.arcgis.com/apps/Viewer/index.html?appid=5e4b278d33604d5490b33caad8adda03

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7. A.O.B

- The next logistics coordination meeting will be held on Friday 11 March at 11am. Agenda and invitations will be shared in the coming days.

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