

LOCATION: Roseau, Dominica

DATE: 23 October 2017

CHAIR: Logistics Sector

PARTICIPANTS: International Federation of Red Cross and Red Crescent Societies (IFRC), Samaritan's Purse, International Organization for Migration (IOM), Office for the Coordination of Humanitarian Affairs (OCHA), World Food Programme (WFP), Pan American Health Organization (PAHO), International Medical Corps (IMC), Caritas Antilles, United States Agency for International Development (USAID), Catholic Relief Services (CRS), Shelter Box

ACTION POINTS:

- Organisations to notify the Logistics Sector with a 48-hour notice for all humanitarian cargo planned to enter Dominica via air (Canefield and Douglas-Charles airports) or by sea through Port of Roseau.
- Organisations to submit inputs on road conditions to update Access Constraints Map.
- Logistics Sector to circulate information on standard procedures to clear, handle, receive and release humanitarian cargo from Shed-4/Humanitarian Warehouse.
- Organisations recommended to follow handling procedures shared by DASPA and Tropical Shipping.

AGENDA:

1. Port of Roseau – Standard Procedures and Operational Update
2. Storage and Airlift Capacity
3. Access Constraints, Road Access and AOB

1. Port of Roseau – Standard Procedures and Operational Update

- Customs Authorities and Tropical Shipping provided a briefing on standard operating procedures (SOPs) to clear, handle, receive and release humanitarian cargo entering Dominica. On ground handling and reception of cargo organisations are recommended to follow guidelines shared by DASPA, Customs Authorities and Tropical Shipping, the Logistics Sector will circulate a summary to the humanitarian community.
- For requests of cargo dispatch from Shed-4/Humanitarian WH at Port of Roseau, organisations are reminded to notify the Logistics Sector by email with 24-hour notice. All relief cargo, addressed to the Office for Disaster Management (ODM) or to organisations, is free of customs duties.
- Organisations are reminded to notify by email to the Logistics Sector, DASPA and Customs Authorities with a 48-hour notice for any cargo planned to arrive and to be stored (in Shed-4/Humanitarian WH at Roseau Sea Port), via air and sea through submission of all reference

documents (such as Bill of Lading and packing lists) for identification of cargo and clearance from Customs prior handling preparation.

2. Storage and Airlift Capacity

- The Logistics Sector reported that 87.1 MT of food and 120 MT of NFI from different agencies have been dispatched so far from Shed-4/Humanitarian Warehouse at Port of Roseau.
- The Chair reminded participants on the storage capacity available: one Mobile Storage Unit (24 x 10) in Douglas-Charles/Melville Hall Airport for transit cargo to be distributed in the northeast of Dominica. Additionally, one MSU (32 x 10) will be installed in Portsmouth and handed over to DASPA to support storage of humanitarian cargo in northwest Dominica.
- The Chair provided main updates on status of cargo stored in Shed-4/Humanitarian Warehouse and reminded participants about road transportation options to support cargo movement.
- The Chair reminded organisations on availability of airlift capacity for light cargo from Antigua to Dominica via UNHAS Fixed Wings – requests to be submitted to unhas.caribbean@wfp.org.

3. Access Constraints, Road Access and AOB

- The Chair provided main updates on status of road access in Dominica. Roads are passable with only two main constraints, one in southeast Boetica Bailey bridge, open only for light vehicles; and another in the southwest, due to a landslide in the stretch between Soufriere and Scott's Head.
- A Dominica Access Constraints Map will be shared with partners as needed.
- The Logistics Sector will have a dedicated IM Officer to disseminate guidelines and information on logistics coordination in Dominica.
- Partners reminded to provide information on additional available or required storage capacity.

The next coordination meeting will be held on Monday 30 October at 13:00 in WFP's Office at Port of Roseau.

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