

LOCATION: WFP Logistics Office – Shed 4 Roseau Sea Port, Dominica

DATE: 30 October 2017

CHAIR: Logistics Sector Coordinator

PARTICIPANTS: International Federation of Red Cross and Red Crescent Societies (IFRC), Samaritan's Purse, International Organization for Migration (IOM), IsraAid, World Food Programme (WFP), International Medical Corps (IMC), Caritas Antilles, United Nations Children's Fund (UNICEF)

- 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 Sea Port of Roseau.
 - Organisations to submit feedback on Access Constraint Map (ACM)
 - Organisations to share pipeline for cargo to Dominica to be handled, stored and dispatched via road transportation.
 - Logistics Sector to circulate guidelines on standard procedures to clear, handle, receive and release humanitarian cargo from Shed-4/Humanitarian Warehouse.
 - Logistics Sector to support in assessment warehouse capacity in Dominica.
- AGENDA:**
1. Port of Roseau – Standard Procedures and Operational Update
 2. Sector pipeline – Notification, handling/reception, transit storage and dispatch.
 3. Access constraints and road access in Dominica, and AOB

1. Port of Roseau – Standard Procedures and Operational Update

- For requests of cargo dispatch from Shed-4/Humanitarian Warehouse at Port of Roseau, Douglas-Charles Airport and Portsmouth, organisations are reminded to notify the Logistics Sector by email with 24-hour notice.
- Cargo addressed to a humanitarian organisation also needs the Office for Disaster Management (ODM) as additional consignee (ODM in care of 'X' Humanitarian Organisation). All relief cargo entering Dominica, both to the ODM or directly to a humanitarian organisation is customs waved.
- 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, packing lists, container details and vessel name if any) for identification of cargo and clearance from Customs prior handling preparation.

2. Sector Pipeline – Notification, handling/reception, transit storage and dispatch

- The Logistics Sector reported the release and dispatch of 322 mt of food in-kind (GFD) and 142 mt of NFI on behalf of WFP and other humanitarian organisations.
- The Chair reminded participants on the availability of storage (free-to-user) for humanitarian partners: one Mobile Storage Unit (24 x 10) in Douglas-Charles/Melville Hall Airport for northeast Dominica, and one MSU (32 x 10) in Portsmouth for the northwest region. Both MSUs will support transit storage for the humanitarian response and are under management of DASPA (Dominica Air & Sea Port Authority).
- The Chair reminded participants that storage on Shed-4/Humanitarian WH is available, but subject to congestion in the following weeks as partners receive cargo.
- The Chair provided main updates on the status of cargo stored in Shed-4/Humanitarian Warehouse and reminded participants about the availability of three 4x4 trucks (max capacity 8 mt) that can be used for consolidated humanitarian cargo dispatching via road. A notice of 48 hours has been requested in order for the Logistics Sector to organise dispatch and consolidate cargo.
- Partners were reminded to provide information on additional WH storage capacity available in Dominica. The Logistics Sector will circulate once more a message on available storage capacity, either at Shed-4/Humanitarian WH or elsewhere, and the requests already received for storage.
- The Chair reminded organisations on the 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 Access Constraints in Dominica. Road access passable in the entire island, except for three difficult spots: Baley bridge between Boetica/Delice, the stretch between Petit Soufriere/Good Hope, and Soufriere/Scott Head road where access is limited to light vehicles and 3-4 mt trucks.
- An updated version of the Dominica Access Constraints Map has been shared with humanitarian organisation for inputs and latest updates on access constraints.



Hurricanes Irma and Maria – Meeting Minutes

The next coordination meeting will be held on Monday 6 November at 13:00 in WFP's Office at Port of Roseau.

Contacts:

Giuseppe Linardi

Logistics Sector Coordinator

giuseppe.linardi@wfp.org

Flavia Lorenzon

Information Management Officer

flavia.lorenzonz@wfp.org