Meeting Minutes, 12 April 2019
Malawi

LOCATION
Blantyre, Malawi

DATE
12 April 2019

CHAIR
Ministry of Transport and Logistics Sector Coordinator

PARTICIPANTS
Action Aid, Danish Red Cross, Department of Disaster Management Affairs (DoDMA), GOAL, IOM, Ministry of Transport and Public Works (MOTPW), Project Concern International, Roads Authority, Shelter Box, UNICEF, Welthungerhilfe, WFP

ACTION POINTS
• Partners to share any situation updates, information on road conditions, and GPS coordinates with the Logistics Sector for further distribution.
• Partners to share pipeline information with the Logistics Sector. A template will be circulated by the Logistics Sector with the meeting minutes.
• Logistics Sector to share consolidated pipeline information via the mailing list and at coordination meetings.
• Logistics Sector to follow-up bilaterally with UNICEF and IOM on storage and transport services.
• Logistics Sector to review customs information with DoDMA.
• Partners asked to share requirements relating to river transport.
• DoDMA to provide District Council contact list with Logistics Sector.
• DoDMA and MOTPW reminded partner organisations to liaise closely with District Council on distribution planning.

AGENDA
1. Situation Update
2. Logistics Gaps and Bottlenecks
3. Common Logistics Services
4. DoDMA Transport Schedule
5. AOB

1. Situation Update

• The Chair provided an update on the overall response. According to the latest Situation Report produced jointly by DoDMA and the United Nations Office of the Resident Coordinator in Malawi, 12 UN agencies and over 90 partner organisations are currently responding to communities impacted by the floods.
• Emergency Operation Centres (EOC) have been established in Lilongwe and Blantyre, with plans to establish additional EOCs across impacted regions to better support district-level operations.
• The ongoing flood response seeks to fill critical gaps across food, shelter and health.
• An overview was provided on Logistics Sector activities to date. The Logistics Sector has facilitated the following:
  o 181 mt of cargo transported by road.
  o 636 m3 of cargo stored.
  o 26 passengers moved as part of the boat passenger service.
• 92 per cent of the cargo transported is Shelter/NFIs, reflecting needs on the ground. The Logistics Sector is liaising closely with sector focal points to ensure efficient logistical operational planning.

• Partners were reminded that a dedicated webpage has been published, which contains the latest information relating to the Logistics Sector response. 21 updates, including 5 maps, have been published so far. The website can be accessed here: https://logcluster.org/sector/mwi19a

2. Logistics Gaps and Bottlenecks

• 5% of affected population is reported to be based in difficult-to-reach areas.

• An overview was provided on the latest access constraints, the most up to date map can be found here.

• Partners were reminded to share any situation updates, information on road conditions, and GPS coordinates with the Logistics Sector which will be used to keep the Access Constraints map as up to date and accurate as possible. This will allow for a more effective and coordinated logistics response.

• New information on access constraints:
  - The following camps in Phalombe are now accessible by road: Malambwe School, Dindi School and Phaloni School.
  - The road to TA Makanjila in Mangochi is now completely accessible by 4x4.

• One organisation reported supply chain challenges, specifically related to the regional sourcing of shelter items. WFP advised that they may be able to provide procurement support and to reach out to WFP Head of Supply Chain to discuss further: franck.aynes@wfp.org.

• To enhance coordination among responding agencies, it was agreed that partners would share pipeline information in an effort to optimise operational planning.

• The Logistics Sector will circulate a template with meeting minutes. Inputs will then be consolidated and shared with partners via the mailing list, and at coordination meetings.

• UNICEF advised that support with storage may be required at the district level, particularly in relation to NFIs and Health Kits. Additional information on storage needs is currently being compiled with UNICEF field staff. Logistics Sector/WFP to follow-up on requirements.

• IOM advised that they are expecting incoming relief supplies from Nairobi within the next 2-3 weeks. It was indicated that support with transport and storage may be required in Lilongwe, Blantyre and onward distributions. Logistics Sector to follow-up once arrival information of cargo is confirmed.

• One organisation enquired if partners had experienced any issues with customs for incoming cargo. No challenges with customs have been reported. OCHA customs unit in Geneva has issued the first bulletin about customs, immigration and quarantine procedures for Malawi. The information can be accessed here.
• The Logistics Sector will review customs information with DoDMA to ensure the information is still pertinent/if any updates are required. Any new information will be shared with partners accordingly.

3. Common Logistics Services

• The Chair provided an overview of the services currently facilitated by the Logistics Sector:
  o **Storage**: Warehouse capacity in Blantyre and Lilongwe; Mobile Storage Units (MSUs) in Chikwawa and Nsanje districts.
  o **Road transport**: Commercial trucks and 4x4 vehicles for movement of relief items between Lilongwe, Blantyre and affected areas.
  o **River transport**: Cargo and passenger boat service have been made available. Boats are currently positioned in Chikwawa and Bangula.

• This information is included in the Concept of Operations Map which can be found [here](#).

• The Logistics Sector advised that no requests have been received for the boat positioned in Chikwawa. Partners have been asked to share boat transport requirements to ensure river transport assets can be positioned according to needs on the grounds.

• For partners undertaking just-in-time distributions, it was advised that contingency plans should be considered in the case that not all NFIs are distributed (e.g. finding local storage solutions). If pipeline information is collected across partner organisations, it may be possible to regroup undistributed stock for return transport or erect a specific storage site for that area however, this will be strongly dependent on pipeline information received.

• DoDMA and MOTPW reminded partner organisations to liaise closely with District Council on distribution planning.

• The chair reminded organisations utilising transport services that the Logistics Sector does not facilitate loading and offloading capacity. This is the responsibility of the requesting organisation. Offloading/loading capacity will only be given if the pick-up/drop-off location is a storage facility provided through the Logistics Sector.

4. DoDMA transport schedule

• Air transport for the flood response is being coordinated through DoDMA.

• The DoDMA transport schedule (road and air) was presented at the meeting for 15-19 April. Please note that the following plan is tentative and is subject to change. DoDMA will inform the Logistics Sector of any changes which will subsequently be shared with all partners.
• Humanitarian organisations providing assistance in the following locations and require transport support can contact the Logistics Sector/DoDMA, at least 48 hours in advance, to request space on the scheduled transport movements.
• Organisations were reminded to provide a detailed packing list of items for any transport requests.
• A map highlighting the distribution points will be published on the Logistics Sector webpage.
• Transport schedule:
  o 15 April
    ▪ Balamanja (Zomba district), air transport
    ▪ Mwangata (Zomba district), air transport
    ▪ Chilongoma (Chikwawa District), road transport
  o 16 April
    ▪ Nyachikadza (Nsanje district), air transport
    ▪ Thukuta (Thyolo district), air transport
    ▪ Changata (Thyolo District), air transport
  o 17 April
    ▪ Marka (Nsanje district), air transport
    ▪ Mpomba (Nsanje district), air transport
    ▪ Makande (Chikwawa district), air transport
  o 18 April
    ▪ Namicheni (Chikwawa district), TBC
    ▪ Nsomo (Chikwawa district), air transport
    ▪ Tizola 2 (Chikwawa district), air transport
  o 19 April
    ▪ Bitilinyu School (Nsanje district), TBC
    ▪ Ndungunya (Phalombe district), TBC
    ▪ Luwalike (Mangochi district), TBC
• The Logistics Sector will continue to share the transport plan with partners on a weekly basis.
5. AOB

- It was advised that some of the District Councils have active WhatsApp groups for the flood response, where information presented during the Blantyre meetings could be shared. DoDMA to follow-up and share contact list with the Logistics Sector.
- It was proposed that a District-level Logistics Sector meeting take place during the week 15-19 April. The Logistics Sector will liaise with partners on potential locations and field contacts.

Taking into account the national holiday next Friday,
the next Logistics Sector Coordination Meeting in Blantyre will take place on Thursday 18 March, 11:00.

Contacts

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