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# Meeting Minutes, 16 July 2019

Maiduguri, Nigeria



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<b>LOCATION</b>	Maiduguri, Nigeria - OCHA Office
<b>DATE</b>	16 July 2019
<b>CHAIR</b>	Logistics Sector Coordinator
<b>PARTICIPANTS</b>	ACF, COOPI, CRS, DRC, FHI 360, INTERSOS, IOM, IRC, SMOH, NRC, Solidarités International, SWNI, Young AID.
<b>ACTION POINTS</b>	<ul style="list-style-type: none"><li>• Partners to submit list of participants for the MSU set-up training.</li><li>• Intersos to confirm the change of curfew time in Bama and Ngala and revert to Logistics Sector for publication of changes in warehouse operations time.</li><li>• The Logistics Sector to coordinate humanitarian convoys moving to Damboa on 19 July 2019.</li><li>• Partners to submit their movement notifications forms to the Logistics Sector by COB Wednesdays.</li></ul>
<b>AGENDA</b>	<ol style="list-style-type: none"><li>1. Welcome &amp; Introduction</li><li>2. Action Points from Last Meeting</li><li>3. Civil/Military Coordination</li><li>4. Storage Service(s) Update</li><li>5. Mobile Storage Unit Training</li><li>6. Transport of Restricted Goods and Road Access</li><li>7. AOB</li></ol>

## 1. Introduction and Previous Action Points

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- The Logistics Sector to continue to liaise with Theatre Command and the Seventh Division to address humanitarian cargo movement challenges and then update partners.
- The Logistics Sector to organize refresher training on Civil-Military Coordination and Cargo Movement Notifications Form (CMNF) procedures in conjunction with INGO forum.
- The Logistics Sector to coordinate humanitarian convoys to Damboa.
- Partners to submit their movement notifications forms to the Logistics Sector by COB Wednesdays.

## 2. Civil-Military Coordination

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- Partners are reminded that submission of cargo movement notifications forms is now Wednesday COB for both the hard (two copies) and soft copies.
- Advisory: Ensure that all trucks and vehicles moving cargo have: approved partner cargo movement form, correspondence coverage letter from Theatre Command and Seventh Division, waybills and the organization's visibility. Ensure that trucks leave on the planned date to avoid delays at the checkpoint.

## Road access

- North route accessible without escort until Monguno.
- North West route accessible without escort until Damasak.
- West route accessible without escort.
- South West Route to Damboa has been under closure due to ongoing operations. Military escorts for humanitarian cargo have been approved for once every ten days. The next escort to Damboa has been slated for 19th July 2019, assembly point is Molai CP at 06:00 am.
- South route is accessible without escort until Banki, where daily escort is available.
- East route is accessible with escort to be confirmed until Rann. Current updates indicate that Rann is still accessible for light vehicles/trucks of 10 – 15 MT not fully loaded, however, based on previous records, as we move deeper into the rainy season (from end of July toward August) Rann will be inaccessible. Partners are advised to plan accordingly. Collection point for Rann transit is at trailer park Ngala. For the road segment between Dikwa – Ngala, there is ongoing rehabilitation of the road - as such, getting across to Ngala is expected to be less problematic.

## 3. Common Storage

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### Facilities Updates

- **Monguno** operated by Solidarités International:
  - The Project Manager resigned, and the Warehouse Officer has been appointed as the new Project Manager.
- **Banki** operated by INTERSOS:
  - Construction of a slab for the temperature control facilities has commenced and is expected to be completed tomorrow, 17 July. Discussion has been concluded with the IOM hub to supply electricity during day time and an alternative source of power during night time is being discussed.
- **Bama** operated by INTERSOS:
  - There was a report of change in the curfew time to 15:30. If confirmed, the warehouse will start closing at 15:00.
  - INTERSOS to confirm the change in curfew time and communicate to the Logistics Sector for wider group publication on the change in warehouse operations.
- **Ngala** operated by INTERSOS:
  - There was also a report of change in curfew time in Ngala to 17:00. If the change is confirmed, the warehouse will start closing at 16:15.
  - INTERSOS to confirm the change in curfew time and communicate to the Logistics Sector for wider group publication on the change in warehouse operations.
- **Damasak** operated by ACTED: No Update
- **Dikwa** operated by ACTED:
  - The ground work has been completed and the parking area will be completed in two weeks' time.

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## 4. Damboa Response Update

- Damboa-Maiduguri road is still closed.
- The Logistics Sector has coordinated the following convoys:
  - 19-June-2019 – 28 trucks
  - 28-June-2019 – 11 trucks
- The next convoy is scheduled for 19 July, estimated to include 28 trucks.
- To maximise the efficiency and use of common resources, participating partners are kindly requested to adhere to agreed timelines and to be precise in their request for number of vehicles. Recently, fewer vehicles than originally requested through the Logistics Sector have been used.
- The next scheduled convoy will ideally start ten days after 19 July, however, this is yet to be confirmed.

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## 5. MSU Training

The Logistics Sector will organise MSU set-up trainings, target participants are national staff. An email for nomination of participants has been sent out to partners.

Date: 31 July & 1 August 2019.

Time: 10:00 am

Venue: TBC

All correspondence should be sent to [Niroj.panta@wfp.org](mailto:Niroj.panta@wfp.org) CC [Kelly.bradley@wfp.org](mailto:Kelly.bradley@wfp.org)

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## 6. Transportation Restricted Goods

- Discussion with the military is still ongoing on the movement of fertilizer, once agreement is reached, partners will be duly informed.
- Movement of fuel in jerry cans is banned, hence partners are advised to ensure that all fuel is transported in barrels.

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## AOB

- Partner made an inquiry about reliable transport companies with which they could engage. The Logistics Sector will share the vendor list with individual requestors.
- Partner made an inquiry about an update of the climate-controlled facility at Banki. (See point on Banki under section 3. Common Storage, above).
- A Logistics Sector-led protection in logistics-training will be announced in the near future.

***The next Logistics Sector coordination meeting is scheduled for Tuesday, 30 July 2019. Time and location to be confirmed.***

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### Contacts

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**Service Requests**

*Information Management and GIS Officer*

*Civil-Military Coordination & Access Officer*

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