

- LOCATION:** National Ebola Command Centre (NECC), Monrovia, Liberia
- DATE:** 4<sup>th</sup> of December 2014
- CHAIR:** Logistics Cluster Coordinator
- PARTICIPANTS:** IOM, WFP, British Military Forces, German Armed Forces, USAID/OFDA, ACF, German Red Cross, China Medical Team, UNMIL, Last Mile Health, IFRC, WHO, Partners in Health, MSF Belgium, Clinton Health Foundation, John Snow Inc. (JSI), ARC, US Joint Forces Command (JFC), USAID Disaster Assistance Response Team (DART), DOD, , MSB, UNICEF, UNMEER, International Medical Corps, Concern Worldwide, IFRC, Ministry of Health, Swiss Development Cooperation (SDC), Swiss Embassy, Global Communities, UNHAS
- ACTION POINTS:**
- Logistics Cluster to share the allocation of Maersk containers and of Swiss generators, and will enquire if any additional Maersk containers can be donated.
  - Logistics Cluster to publish the CASEVAC / MEDEVAC procedure on the Logistics Cluster website.
  - Partners reminded to contact Airlink if they want to use the free flight leaving from Luxembourg on 12 December.
  - Partners reminded to share detailed dispatch plans with the Logistics Cluster to enable a faster dispatch from the Main Hub to any storage place in Liberia.

**AGENDA:**

1. Donations
2. MEDEVAC / CASEVAC
3. Air Operations
4. Stock & Dispatches
5. Storage Capacity
6. Sea Operations
7. Contact Information Update

## 1. Donations

The Logistics Cluster is started today's meeting with an overview of all donations; Maersk donated 20 containers, the Swiss Government is donating a significant amount of generators to UNMEER.

- Regarding the Maersk Containers, of all partners, MSF F, MSF B, UNICEF, ARC, LMH, Concern, SP, ELWA 3 all submitted requests. In total, 31 requests were made for only 20 available Maersk containers. UNICEF advises they can revise their request for 12 containers, regarding the final allocations. The Logistics Cluster Coordinator advised that a proposed allocation will be prepared for next week's meeting.
- The Logistics Cluster will also enquire if additional containers can be donated by Maersk and will also share this outcome during next week's meeting.
- Regarding the Swiss donation of generators to UNMEER, the Logistics Cluster Coordinator reported that they have received so far a total of 14 requests, and that submitting any future requests should be done before Dec 5<sup>th</sup> at 16:00pm.

## 2. MEDEVAC / CASEVAC

The following MEDEVAC / CASEVAC procedure was explained by the CivMil Coordinator of the Logistics Cluster, Ms Anna Nieto. Ms Nieto explained the scope of this MEDEVAC / CASEVAC as it is only for non-related Ebola emergencies and is only usable for non-UN and non-governmental personnel only. Depending on the patient's condition, repatriation will be conducted either by scheduled or by dedicated UNMIL flights. While medical evacuations procedures remain as stated in generic SOPs, CASEVAC will be done outside regular flights, requiring the utilization of a dedicated UNMIL aircraft to perform the medical evacuation. CASEVAC need to follow these procedures: Steps

- 1. Phone call to humanitarian coordinator's support office
- 2. Doctor's report
  - Condition
  - Stretcher
  - Fit to fly
- 3. Letter to the director of mission support via deputy special representative of the secretary general (sample letter will be provided)
- 4. Movement of personnel form
- 5. Waiver

Relative to this procedures, the following important notes are shared:

- Priority on the flight
- No medical capabilities on the flight
- UNMIL doesn't fly at night
- Responsibility of UNMIL ends at the airfield
- CASEVACS are costly

Procedures, forms and sample letters will become available on <http://www.logcluster.org/ops/ebola14> .

- **(ACTION)** – The Logistics Cluster to publish the procedure on the Logistics Cluster website
- **(ACTION)** – Kevin Koerner (UNMIL) to give Logistics Cluster a list of UNMIL contacts to be posted along with SOPs for MEDEVAC/CASEVAC

## 3. Air Operations

Current ongoing Air Operations in Liberia and its neighbouring countries were presented by UNHAS:.

- A free flight is being organized by Airlink with the following information:
  - Free of charge flight on Dec 12<sup>th</sup> departing from Luxembourg.

- Please contact [airbridge@airlinkflight.org](mailto:airbridge@airlinkflight.org) and cc: [ebola.aircoordinationcell@logcluster.org](mailto:ebola.aircoordinationcell@logcluster.org) with: shipment contents, weight/dimensions, origin, date ready, any hazmat).
- A dedicated UNMEER MI8 helicopter flew out at 0800 hrs this morning:
  - It is the first UNMEER asset. It flew out 13 pax from UNICEF for an assessment mission to Gbarnga.
  - Two more MI8 are on the way to reinforce the mission.
  - A UNHAS survey was sent out prior to the Logistics Cluster meeting, with the aim of identifying the most frequent destinations and requests. UNHAS will use this information to update the current flight schedule.
- UNHAS/UNMEER flight services
  - 3 types of requests –
    - Bookings as published by schedule ([UNHAS.wac@wfp.org](mailto:UNHAS.wac@wfp.org)).
    - Special flight requests 36 hours in advance ([UNHAS.wac@wfp.org](mailto:UNHAS.wac@wfp.org)).
    - RITE flight requests ([greg.ocallaghan@wfp.org](mailto:greg.ocallaghan@wfp.org)).

#### 4. Stock and Dispatches

The Logistics Cluster provided updates on currently available stocks in the main hub and on monthly dispatch plans;

- 3 Community Care Centres (CCC) are now functional in the Montserrado County.
- Dispatches are being done, but there is a significant stock on hand at the main hub. The Logistics Cluster Coordinator emphasizes the need for dispatching cargo from the main hub to storages across the country, as the main hub reached its limits. Potential storage facilities in 15 counties should be assessed timely to ensure a smooth continuation of the mission.
- Furthermore the current stock situation in FLBs were reported:
  - Gbargna: 248cbm / 8 x 20' containers
  - Zewdru: 127cbm / 5 x 20' containers
  - Voinjama: 51cbm / 2 x 20' containers

#### 5. Sea Operations

A Dutch Royal Navy ship “Karel Doorman” was made available:

- Departure Date: Dec 16 from Vlissingen (Netherlands) (Date is to be confirmed)
- Staging is in progress, see contact below for loading requests.
- Estimated arrival is Dec 25 or Dec 26
- Contact: Martine van der Does: [martine-vander.does@minbuza.nl](mailto:martine-vander.does@minbuza.nl)
- Will stop in Gibraltar, Guinea, Sierra Leone and Liberia

#### 6. Storage Capacities

The Logistics Cluster Coordinator highlighted the urgent need to revise the current dispatch plans as storage capacities are not used in a balanced way. Participants are kindly asked to dispatch cargo to all counties as space is available:

- Main hub = 4% available
- Gbargna – 80% available
- Voinjama – 80% available
- Zwedru – 80% available
- Harper – 80% available (1 Mobile Storage Unite is erected, 5 MSUs under construction)
- Buchanan – 80% available (1 MSU erected, 3 MSUs under construction)

## 7. Update on Contact Information

- Service requests: [liberia.cargo@logcluster.org](mailto:liberia.cargo@logcluster.org)
- UNHAS personnel booking: [UNHAS.WAC@wfp.org](mailto:UNHAS.WAC@wfp.org)
- Cargo tracking: [mira.baddour@wfp.org](mailto:mira.baddour@wfp.org)
- Cargo/ops info: [james.omolo@wfp.org](mailto:james.omolo@wfp.org) or [Tabitha.nguru@wfp.org](mailto:Tabitha.nguru@wfp.org)
- Logistics Cluster Coordinator: [franck.aynes@wfp.org](mailto:franck.aynes@wfp.org)
- Information Management: [Brittney.titus@wfp.org](mailto:Brittney.titus@wfp.org); [Thomas.debandt@wfp.org](mailto:Thomas.debandt@wfp.org)
- Logistics Cluster operations support: 0776500220

### Contacts:

[ebola.logs@logcluster.org](mailto:ebola.logs@logcluster.org)

---

Franck Aynes

*Cluster Coordinator*

[Franck.aynes@wfp.org](mailto:Franck.aynes@wfp.org)

Thomas Debandt

*Information Management Officer*

[Thomas.debandt@wfp.org](mailto:Thomas.debandt@wfp.org)