



<b>LOCATION:</b>	On-line meeting
<b>DATE:</b>	17 April 2020
<b>LEADS:</b>	World Food Programme (WFP) (Department of Civil Protection unavailable)
<b>PARTICIPANTS:</b>	Adventist Development and Relief Agency (ADRA), Christian Blind Mission (CBM), Catholic Relief Services (CRS), Department for International Development (DFID), Oxfam, World Food Programme (WFP)
<b>AGENDA</b>	1. Review of Preparedness Working Group's Terms of Reference
<b>OUTCOMES/ ACTIONS</b>	<ul style="list-style-type: none"><li>• Agencies to provide Warehouse GPS coordinates for mapping.</li><li>• The Warehouse Working Group to develop warehouse assessment guidelines</li><li>• Patricia Thornhill to develop a consolidated Humanitarian PPE procurement needs for medical response provision, and separate program staff protection, and upload on SharePoint.</li><li>• WFP to provide guidance on food import clearances in emergencies</li><li>• Patricia Thornhill to develop an air services needs and upload on SharePoint.</li></ul>

## 1. Review of Logistics Preparedness Working Group's Terms of Reference

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Due to the COVID-19 outbreak and lockdown it is difficult to continue with the Logistics Preparedness outcomes that were drafted for each of the Working Groups. To try and keep momentum we are reviewing to see if there are any outcomes that can be achieved under the current arrangements, and whether there is an appetite to do so with the double emergency.

### Warehousing

It was agreed that:

- The warehouses mapping could continue, as provision of GPS coordinates and capacity is not onerous.
- The development of warehouse assessment guidelines could be useful for the current situation.

Agencies to provide warehouse assessment Standard Operating Procedures (SOPs) to Vhusani Marashe and Patricia Thornhill WFP to follow up with warehouse mapping.

### Transport

The development of a transport service providers list has been completed. There is no other outcome that can continue at this time.

### Procurement

An outcome from the Terms of Reference was to map Food and NFI suppliers. This was discussed with the addition of COVID-19 supplies.



- Local food suppliers can be provided by WFP. It is more difficult to provide international food suppliers as it is arranged through the regional office.
- Non-Food Items (NFI) suppliers can still be mapped. Oxfam to provide link to catalogue that other agencies can order from.
- Local COVID-19 supplies (medical and hygiene) can be mapped.
- Existing and new Long-Term Agreements can be compiled and shared for agencies to join.
- All these are to be uploaded on the SharePoint site.

Agencies to provide supplier information or upload direct to SharePoint.

### Import Clearance

- The import clearance issues and delays with medical items are not currently an issue. Government agencies are prioritising the exemption letters, and fast-tracking border clearances. It will be important to try and capitalise on this and get the workflow documented and agreed to for future.

Another outcome was the decision to document the import clearance workflow for emergency food response. WFP to provide emergency food import clearance procedures.

### Fuel

- The easing of the use of the Foreign Exchange Market (Forex) for fuel purchase or Nostro account transfer payments, plus the lockdown has relieved the fuel situation for now. It would be good to try and gain agreement from Government to implement this for future emergencies.
- The obtention of the Direct Fuel Importers list from the Government is still pending.

### Flood preparedness and prepositioning.

- Mapping of flood zones is not a priority at this time, and it will be difficult to get access to Government agencies to progress during lockdown.

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