
Meeting Minutes, 6 June 2023

National Logistics Preparedness Working Group



LOCATION

Committee of Emergency Situations and Civil Defense under the Government of Tajikistan, Dushanbe

DATA

6 June 2023

PARTICIPANTS

Committee of Emergency Situations and Civil Defence (CoES), ESUPS (Emergency Supply Pre-positioning Strategy), International Committee of the Red Cross (ICRC), LLC “Muzamin”, National Disaster Risk Management Program funded by ADB, Red Crescent Society of Tajikistan, Transport Company Globalink Logistics, United Nations High Commissioner for Refugees (UNHCR), United Nations World Food Programme (WFP), World Health Organisation (WHO).

ACTION POINTS

- Continue the discussion on the draft Logistics Preparedness Action Plan finalization and further steps
- Improve data delivery/management on prepositioning stock items on the STOCKHOLM platform

AGENDA

- Presentation of the draft National Logistics Preparedness Action Plan to be finalised by the NLPWG and discussion on further steps.
- On-the-job training and recommendations to improve data delivery/management on prepositioning stock items on the STOCKHOLM platform
- Guidance session for the registered NLPWG users on how to collect and manage stocks data in STOCKHOLM



1. Presentation of the draft National Logistics Preparedness Action Plan to be finalised by the NLPWG, and discussion on further steps

The draft National Logistics Preparedness Action Plan was presented by WFP, as co-lead of the NLPWG, after the opening remarks by the CoES Head of the Civil Defense Unit. Participants reviewed the draft Action Plan and proposed submitting it to CoES management for endorsement. Additionally, a few NLPWG members suggested that the draft Action Plan be simplified for external audiences since it consists of 14 pages and is comprehensive.

The NLPWG brainstormed relevant action points based on their commonalities and prioritised the key actions based on the identified gaps. The NLPWG members have yet to commit to the implementation since the Action Plan is to be presented at REACT meeting and agreed upon by the head of agencies.

The NLPWG members also discussed the next steps, including the endorsement of the National Logistics Preparedness Action plan, the development of the NLPWG factsheet as an advocacy material, and the organisation of a roundtable to ensure engagement and support to the NLPWG from the humanitarian community & potential donors in-country.

2. On-the-job training and recommendations to improve data delivery/management on prepositioning stock items on the STOCKHOLM platform

During this session, the ESUPS Project Manager presented the main outputs of the STOCKHOLM platform: the stock mapping, the disaster analysis over 40 years, and the stock analysis per item for Tajikistan. The disaster analysis page and dashboards were also discussed with NLPWG. Data from in-country partners captured regarding stocks were presented accordingly. It was emphasised that STOCKHOLM is a preparedness tool to improve collective prepositioning strategies and, as a result, to improve the response more efficiently.

Partners discussed and commented on CoES' request for the stocks during emergencies and elaboration on standard operating procedures on how and when to request stock mobilisation. It was agreed that the NLPWG co-lead (WFP) will support CoES in drafting and disseminating the operational procedure among NLPWG members within one month after this meeting.

It was proposed to invite all ministries/committees to increase the participation of the NLPWG for the next meetings and ensure their commitments for the data delivery since they are responsible for preparedness and response in emergencies. In addition, it was requested by NLPWG to present the STOCKHOLM platform at the REACT meeting and discuss the platform handover to REACT for further stock



management. CoES representatives also requested the STOCKHOLM platform in an offline mode. The ESUPS Manager confirmed the availability of the offline mode by the 1st quarter of 2024. The online version is the existing one, and this one will continue. The offline version is planned as part of the new round of developments.

3. Guidance session for the registered NLPWG users on how to collect and manage stocks data STOCKHOLM

Registered users (from the NLPWG members are AKAH, ICRC, RCST and WFP) were guided through data collection and data input into the STOCKHOLM platform, which include the creation of geographical areas, creation of items, facilities, allocation of items to facilities. The stocks of some NLPWG members were presented in the STOCKHOLM platform. However, the data needs to be completed.

Next steps to improve data management on STOCKHOLM:

- CoES to appoint the responsible unit with the focal staff to collect, input, manage and report to the REACT/NLPWG accordingly. The focal staff will lead/drive the process and remind partners of the integration of STOCKHOLM in the DRM plan since the FBPP project will phase out in 3 months
- CoES to enhance engagement of involved stakeholders, as CoES is the focal agency to manage the data
- WFP to elaborate the standard operating procedure to support CoES in requesting/managing the stock pre-positioning items of the NLPWG in emergencies
- NLPWG to ensure their commitments to the data input and data management
- ESUPS to provide Guidelines in Russian on how to request approval for registration, how to create geographical areas, how to invite to register, safety, authentication, and approval process
- If required, ESUPS to support in facilitating the users' registration and data management

CoES requested users, i.e., NLPWG members, to actively register to manage the available stock data during emergencies on the platform and send feedback to ESUPS for improvements.

Regular NLPWG meetings will be conducted every three months. The frequency of the meetings will increase in case of emergencies. Relevant information will be shared via e-mail.



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