

# Logistics Cluster Coordination Meeting

18 April 2025 | 14:00h local time

**Mandalay, Myanmar**



# AGENDA

1. Situation Updates
2. Logistics Updates
3. Partners' Updates
4. AOB



## Context:

- Assessments from different partners across Myanmar continue reporting significant housing damage and market disruptions, with key needs including food, cash, shelter, health, WASH, and agricultural support in affected regions such as Sagaing, Mandalay, Southern Shan, and Nay Pyi Taw.
- Unstable temporary shelters expose displaced communities to extreme heat and off-season rains.
- Scattered to widespread rain, with possible isolated heavy falls, is expected across most regions until 21 April, including Naypyitaw, Mandalay, Yangon, and Sagaing.





## **Landside:** Visualize physical access constraints on LogIE

- Along the expressway from Yangon to Naypyitaw, heavy congestion in the Swa bridge persist.
- Due to the long Thingyan holiday, the availability of trucks and drivers are limited until 21<sup>st</sup>.
- The transport access to Sagaing is still challenging due to
  - weight restriction on the Sagaing bridge, and
  - limited ferry boats capacity of carrying trucks (waiting time is approximately a week)

## **Air infrastructure**

- **Yangon Airport (RGN):** Open, can operate as before – Refer to the website of AIP Myanmar
- **Nay Pyi Taw Airport (NYT):** relief flights and domestics flights are operating. Refer to the website of AIP Myanmar
- **Mandalay Airport (MDL):** based on different reports:
  - Relief flights (Boeing 737, C 17, 24 hours) and domestics flights (daytime, from 6 AM to 6 PM) are operating.
  - International flight operation (domestics arrival terminal) is anticipated to resume on 25 April 2025.



## **Airlifts:**

- From UNHRD Kuala Lumpur, over 250 mt of emergency relief items were airlifted to Myanmar on behalf of AHA Centre and ECHO in the last weeks.
- AHA reported that from 12 to 16 April 2025 , 4 flights for the Disaster Emergency Logistics System for ASEAN (DELSA) were organised transporting hygiene kits and tarpaulin sheets.
- On April 15<sup>th</sup>, an UNHCR- chartered flight carried critical relief items to Yangon .

## **Customs Clearance:**

- Customs will expedite air and sea clearance on 19 April, with overtime services if needed.
- Mapping partner's process for importation/customs is ongoing.



## Storage

- The Logistics Cluster is securing storage space in Mandalay including for temperature-controlled cargo
- Service request form can be submitted online.
- Please see below the related documents:
  - Common Service SOP
  - Release Order Form (ROF) instruction
  - Online Service Request Form (SRF) user instructions
  - Proper palletisation instruction



SCAN ME



RITA





## SRF Instruction Click Here



### Online Service Request Form (SRF) – User Instructions

[17 April 2025]

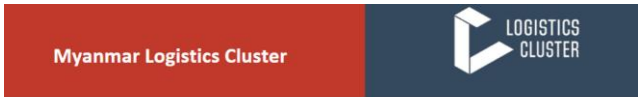
The Service Request Form (SRF) is a standardized document that must be completed by any organization requesting transport and / or storage services from the Logistics Cluster. Accurate information on the request is critical for successful tracking, documentation, and accountability of the services to be provided. The user should carefully review the document before submitting the form to the cluster. A link to the Myanmar Logistics Cluster [online SRF can be found here](#).

Once the SRF is considered accurate and complete, then the Logistics Cluster will issue a SRF Tracking Number to the user and puts the data into a SRF tracking database.

#### A. SRF GUIDELINES AND SUBMISSION

##### 1. Selection of Language

Service requestors can select the preferred language to submit their request from the top right corner. The available languages at the moment are: English, French, Spanish, Portuguese, Arabic and Russian.



### Release Order Form (ROF) Instruction

[17 April 2025]

A Release Order Form (ROF) is a formal request from Service User to Service Provider to retake possession of cargo from a stored location, or an ask to the Service Provider to deliver cargo to the Service User's desired destination.

At any point while using an ROF, the following information will be required:

**Requested Release Date:** The desired date when the cargo should be handed over to the service user, either picked up from the warehouse or delivered to the user's location.

**Requested Release Location:** The location where cargo is stored and needs to be released from.

**Requested Delivery Location:** The preferred location for the delivery of cargo, if in case the storage request is followed by transport request. The requestor must provide the address



## ROF Instruction Click Here

## SOP Common Services Click Here



Standard Operating Procedures (SOPs)  
Common Services, 17 April 2025  
Myanmar Logistics Cluster



#### GENERAL OVERVIEW

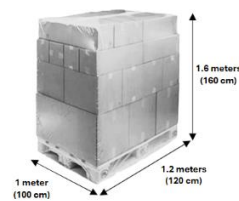
This document provides an overview of the logistics services made available through the Myanmar Logistics Cluster. This document is updated regularly depending on field conditions; it is the responsibility of service requestors to check the latest version of the document before submitting their requests. The Logistics Cluster and all agencies providing services for the Logistic Cluster reserve the right to reject or put requests on hold at any time if field conditions do not allow the proper implementation of the below.

The objective of these services is to enable responding organisations to establish an uninterrupted supply chain that supports the delivery of humanitarian relief items to the affected population in Myanmar. These services are not intended to replace the logistics capacities of other organisations, nor are they meant to compete with the commercial market. Rather, they are intended to fill identified gaps and provide a last-resort option in case other service providers are not available.

#### KEY NOTES TO USERS

1. There should only be one Service Request Form (SRF) per location of origin and destination, and the user should not include multiple pick-up locations or multiple destinations on one SRF.
2. Requestors should attach as much relevant and required documentation to online SRFs at the time of submission.
3. Any communication, request for information, and all documentation related to service requests **not** attached to the originally submitted online SRF should be sent to [Myanmar.ClusterCargo@wfp.org](mailto:Myanmar.ClusterCargo@wfp.org)

### Proper Pallet Construction



#### Maximum Pallet Dimensions

Width x length: **1.2 meters x 1 meter**  
Height: **1.6 meters**  
Weight: **700 kilograms**


Maximum pallet weight should include the weight of the pallet, approximately 20 kilograms



Minimum of two layers of clear plastic pallet wrapping to help identify cargo owner.

Boxes not damaged, or eliminated

Plastic wrapping connects to the wooden pallet and covers the top layer of the pallet.



### SERVICE REQUESTS

The Relief Item Tracking Application (RITA) allows you to submit online requests for all the common services facilitated by the Myanmar Logistics Cluster

[Submit your Service Request](#)

## CONCEPT OF OPERATIONS

- Coordination
- Information Management
- Storage
- Overland Transport
- River Transport



## Submit your Service Request



## Proper Palletisation Instructions Click Here

Broken bridge is preventing access to Mandalay river port. Transport from Mandalay to Sagaying only small trucks (6 wheels, <10 MT) can pass the Sagaying bridge, taking 2-3 hours

Functioning now for small aircrafts, ATRs, 12,000 ft and 7,000 feet runways. Operational for relief cargo



## Updates from Partners

- A partner received 2 charter flights supported by ECHO, which landed in Yangon carrying NFIs. They are expecting a third shipment tomorrow and a fourth one on the 22<sup>nd</sup>. A partner secured an importation approval from MoFA, which facilitated the required clearances with customs and coordination with the local agents on the ground. This process facilitated the successful landing of cargo in Yangon.
- A partner mentioned that for incoming air shipments to Yangon airport they initially planned for a maximum load of 50 tons due the country regulations. But an exemption was obtained for the landing of larger cargo planes reducing the number of flights needed.
- The 8th flight from the EU humanitarian airbridge has landed, transporting around 465 MT of supplies in total. A flight is expected on the 28th of April, and another flight from Dubai is being planned, though the exact dates are not yet confirmed. The EUCTP civil protection mechanism has been activated.
- The Logistics Cluster team will conduct a storage assessment in Taunggyi. Partners to inform the Logistics Cluster Team on possible plans and needs in the region
- A second Medical Logistics meeting is scheduled for 21 April. Partners wishing to attend can reach out to the Logistics Cluster team.
- The Logistics Cluster team participated in the inter-cluster meeting for Mandalay. During this meeting, the Logistics Cluster requested for the list of priorities to be established.
- OCHA: access severity monitoring is ongoing, with focus group discussions being conducted to gather information.



# Key Tools Available

Website



**MYANMAR EARTHQUAKE**  
The Logistics Cluster team in Rome is currently monitoring the situation. Information related to humanitarian logistics will be provided in this webpage.

**LogIE Map**

**LATEST UPDATES**

- 31 March 2025, 09:33 **Situation Update**  
Situation Update #5, THW, 31 March 2025
- 30 March 2025, 18:07 **Meeting Minutes**  
Meeting Minutes, Global Call - 30 March 2025
- 30 March 2025, 10:27 **Situation Update**  
Strong mag. 5.1 Earthquake Myanmar (Burma): Myanmar on Sunday, Mar 30, 2025, at 01:38 pm (GMT +6:30)
- 29 March 2025, 17:58 **Situation Update**  
DIG ECHO has initiated a consultation to humanitarian actors for cargo requests to Myanmar using a CUHAD (Humanitarian Air Bridge)

**SITUATION UPDATES**

- Situation Update #5, THW, 31 March 2025 [Download file](#) 2025-03-31
- Situation Update #1, AHA Centre, 29 March 2025 [Download file](#) 2025-03-29
- Earthquake in Sagaing Myanmar, WFP, 28 March

**MEETING MINUTES**

- Meeting Minutes, Global Call - 30 March 2025 [Download file](#) 2025-03-30 [See All Documents](#)

**RELEVANT RESOURCES**

- Myanmar, Gaps and Needs Analysis (GNA), Preliminary Results, 2024 [Download file](#) 2025-03-29 [See All Documents](#)

[Open LogIE](#)

## LOGISTICS CLUSTER APP

Overview

Burkina Faso

Latest Updates

- Operation overview Transport Plan for 2024 2023-07-03
- Meeting Minutes Completed 2023-06-24

Map

CONOPS Documents Interact. map Static maps

July, 2 GLC weekly training Weekly briefing

Share information

Submit information update

## LogIE Map

LogIE Map

NYT airport resumed operations - ground handling, air traffic, fuel & maintenance for intl aircraft.

Operating, bonded network

[Open LogIE](#)

Please keep providing your updates



LOG:IE

DOWNLOAD NOW



Next Myanmar Logistics Cluster Coordination Meeting:



**Tue 22 April 2025 | 14h00, Mandalay**

Contact us:



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**Common Service Request**

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