

Relief and Logistics Thematic Working Group

Meeting Minutes

02 December 2025



LOCATION	Barbados (virtual call)
DATE	02 December 2025
CHAIR	WFP/CDEMA Relief and Logistics Thematic Workinroug
PARTICIPANTS	Caribbean Disaster Emergency Management Agency (CDEMA), Humedica International Aid, Direct Relied, Mercy Corps, ConversaCorps, International Federation of Red Cross and Red Crescent Societies (FRC), United Nation High Commissioner for Refugees (UNHCR), Ferreira Foundation, ECHO Latin America and Caribbean Office World Food Programme (WFP)
AGENDA	<ol style="list-style-type: none">1. Action Points2. Control Tower Updates3. Jamaica- Logistics Operations Updates4. Barbados- Caribbean Logistics Hub Updates5. Partner Updates6. AOB
ACTION POINTS	<ul style="list-style-type: none">- Partners to continue submitting upstream data using the excel template- Partners to share transport needs and last-mile requirements via the Service Request Form (SRF) and WFP common services email.

1. Recap of Action Points

- Partners to continue submitting upstream data using the Excel template for control tower updates – Ongoing
- Partners to share transport needs and last-mile requirements via Service Request Form (SRF) and WFP common services email – Ongoing

2. Control Tower Updates

- WFP/CDEMA coordinated 93 shipments from 44 organizations for a total of 2,314 MT.
- 55% of supplies received are for NGOs, 27% Government, 11% UN and 7% private sector.
- The largest share of received supplies is health (32%), followed by WASH (31%), food (25%), shelter and others.

- WFP received 18 transport requests from 9 partners for a total of 242 MT, and 10 storage requests from 5 partners for a total of 4,226 MT.
- WFP has distributed nearly 33,000 emergency food kits across more than 130 different distribution sites.
- WFP/CDEMA is planning to integrate national data into CLS and Control Tower.

3. CDEMA Logistic System (CLS) Training Update

- CLS training completed over 3 days; 21 participants from JDF and ODPEM.
- 8 participants trained to trainer level.
- CLS now live; warehouses, staging areas, and distribution points uploaded.
- Exploring feature for last-mile distribution tracking.
- Integration with Control Tower ensures end-to-end visibility.

4. Jamaica- Logistics Operations (Common Services)

- Integration of downstream visibility with Control Tower.
- Increased MSU capacity at Luana/Black River to 480 m².
- Weekly coordination meetings: Kingston (Mondays 16:00), Montego Bay (Wednesdays 17:00).
- LogIE platform active: 30 partners online, 44 views on Jamaica page; fully embedded in EOC.
- Recent transport/storage requests from UNICEF, IFRC, Salvation Army.
- Preparing LogIE training session for new partners.

5. Barbados- Caribbean Logistics Hub Updates

- Coordinating shipment of 150 MT of food; vessel expected to sail Thursday/Friday, ETA Jamaica 8–9 December.
- Partners replenishing hub stocks: UNICEF delivered one 40ft container on 27 November.
- Supporting DEM with three 20ft containers and one 40ft container of tarps for Jamaica.

6. AOB

- Next meeting scheduled for Tuesday, 09 December 2025.

Contacts

Regional Coordination

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