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# National Logistics Working Group

## Meeting Minutes

28 November 2025

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<b>LOCATION</b>	ODPEM, Kingston
<b>DATE</b>	28 November 2025
<b>CHAIR</b>	WFP, Head of Common Services
<b>PARTICIPANTS</b>	Caribbean Disaster Emergency Management Agency (CDEMA), IFRC, Office of Disaster Preparedness and Emergency Management (ODPEM), REACT, Team Rubicon, Salvation Army, Project HOPE, World Food Programme (WFP)
<b>AGENDA</b>	<ol style="list-style-type: none"><li>1. ConOps Overview</li><li>2. Common Services</li><li>3. Control Tower</li><li>4. Partner Updates</li></ol>
<b>ACTION POINTS</b>	<ul style="list-style-type: none"><li>• <b>Meeting Frequency &amp; Modality</b><ul style="list-style-type: none"><li>• Kingston meetings likely reduced to <b>once per week (Monday)</b>.</li><li>• Montego Bay meetings remain weekly (Wednesday).</li><li>• Hybrid format (in-person + online) to ensure partner participation.</li><li>• WhatsApp group remains primary communication channel for coordination and Q&amp;A.</li></ul></li></ul>

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## 1. ConOps Overview

- Hurricane Melissa ConOps focus areas:
  - Common Services: WFP provides storage and transport.
  - Control Tower: for visibility Upstream and downstream coordination and at national level.
  - CLS and LogIE systems for tracking and mapping.
  - Partners are requested to provide inputs if the system is working or if there are any issues.

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## 2. Common Services

### Transport

- Common Service Transport is available free-of-charge for moving goods between Kingston, Montego Bay, and corridor transit points via designated staging areas and MSU's. The coordination of last mile distribution continues to be coordinated with MLSS. Transportation available includes:
  - Kingston to Montego Bay (North corridor: Falmouth, Montego Bay, Lucea)
  - Kingston to Black River (South corridor: Denbigh, Santa Cruz, Luana)
  - Downstream MSU (Frome and Darliston)

- All transport requests should be submitted with detailed information using the SRF; consolidating cargo for the same destination is encouraged to optimize space.
- The system aims to reduce congestion at entry points by rapidly moving cargo onward to downstream or distribution locations.

#### **Storage**

- WFP provides storage and transport services free of charge for partners.
- MSUs deployed: 5 in southern corridor, 3 in northern corridor, plus one in Kingston Airport (K1). Kingston 2 (DHL warehouse) **closed on 26 Nov** – no more reception.
- Additional MSU capacity can be scaled up if needed.

## **4. LogIE Jamaica (Logistics Information Exchange)**

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- The LogIE platform is being used as a collaborative tool for mapping road accessibility and planning logistics, supporting coordination of aid delivery and last-mile distribution.
- Partners and field teams are encouraged to actively input and update road access data in LogIE to improve planning accuracy and operational visibility.
- WFP can to organize additional training session for new partners joining the response .

## **4. Control Tower**

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- Partners have delivered 91 shipments from 40 organizations for a total of 2,281 MT.
- Delivered items by organization type include: NGOs contributed 56%, governments 26%, UN agencies 11%, and private sector 7%.
- The largest share of supplies received by sector is: health (32%), WASH (31%), food (25%), followed by the other sectors.
- WFP received 16 transport requests from 9 partners and 9 storage requests from 4 partners.
- WFP/CDEMA is planning to integrate national data into CLS and Control Tower.

## **5. Partner Update**

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### **ODPEM**

- Focus shifting to reconstruction materials; government directive to restore homes within 12 months.
- Electricity restoration: target 85% by year-end, full by Jan–Feb.
- Request access to the MSUs with a 24-hour prior notice to military bases (especially Montego Bay).

### **WFP /CDEMA**

- The CDEMA Logistics System (CLS) Training of Trainers (ToT) was held in Kingston and focused on strengthening downstream supply chain processes to improve visibility and efficiency
- Total of 21 participants/trainers attended the ToT in Kingston.

### **Team Rubicon**

- Operating since 6 November until 23 December, on debris removal and health support.

### **IFRC**

- IFRC requested support on following up on Customs clearance process with ODPEM for upcoming shipments.
- A warehouse in Montego Bay has been set up, where the main operation space is located. The Canadian Red Cross clinic will also be established soon.

### **Salvation Army:**

- Partner reported that two 24-foot containers have left the port and are en route to their warehouse, with six additional containers scheduled for release next week. Internal transportation support will be critical to manage these movements.

### Project Hope

- Mobile medical units are being deployed in southern areas.
- Challenges include lack of portable sanitation facilities for field operations.
- Shipments expected next week; some delays due to overseas storage issues and details will be shared for Control Tower.
- Actively seeking contacts for suppliers of water trucks in western Jamaica.
- Spanish Town Temperature controlled facility: a temporary storage site is available for partners in Spanish Town: AC installation is pending due to high demand for cold storage units; expected completion by next week.

## 6. AOB

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- The next Logistics Sector Coordination meeting will take place at 1600 on Monday 1 December in Kingston.
- Logistics Sector Working Group coordination meeting planned in Montego Bay on Wednesday 3 December at Dreams Hall Rose Hotel.

### Contacts

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#### Jamaica

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