LOGISTICS CLUSTER MEETING MINUTES

Location: UNHCR Meeting Room, Vavuniya

Date: 2nd September, 2009, 14:00

Action Point LC:	**LCC to discuss securing of main road at MF with military authorities.**
Action Point LC:	**LCC to raise subject of consolidation of transportation and sharing of logistics assets with other clusters and at Colombo level, to discuss mechanisms to realise this.**
Action Point LC:	**LCC to give an update on a light vehicle maintenance facility in Vavuniya.**
Action Point LC:	**LCC to amend contingency planning matrix and ask other cluster leads for input.**
Action Point members:	**Agencies not present to indicate gaps and needs for their individual agency for the coming months.**
Action Point members:	**UNHCR to report on consolidation of loads of partner agencies.**
Action Point members:	**Member agencies to submit information on IDPs being paid for logistics related tasks.**
Action Point members:	**Member agencies, if willing, to share information of costs of commercially sourced services.**
Action Point members:	**Member agencies to compile list of in-house logistics facilities if not done so yet.**
Action Point members:	**Member agencies to complete suppliers and transporters spreadsheet if not done so yet.**

1. **Welcome**

   - Sign-up sheet: reminder on making changes to mailing list address. Requests to be added to the mailing list should be sent to sri-lanka.logs-subscribe@logcluster.org.

2. **Minutes 19th August**

   - Approved.

3. **Action Points 19th August**

   - No restriction on vehicle weight has been implemented at Menik Farm yet. There have been indications from the military that vehicles with a gross weight exceeding 7/8 MT may have restricted access once the monsoon starts, but also indications that road maintenance will be carried out to try and ensure access of heavier vehicles into the zones.
   - Discussions on management of the main road at Menik Farm by security forces have not been started yet.
   - The subject of consolidation of transportation and sharing of assets has been raised at the Inter Cluster meeting. Further discussions with the cluster leads will need to take place on mechanisms to consolidate loads. Some agencies share warehousing, so it would be feasible that loads could be consolidated there.
   - WFP Logistics Vavuniya is discussing the set up of a light vehicle maintenance facility with several companies.
   - The request on informing the Logistics Cluster should IDPs be paid for logistics related tasks still stands.
   - The Logistics Cluster endeavours to share information of cost on suppliers amongst its participants to ensure parity of cost between humanitarian agencies. Information can be added to the existing commercial transporters and suppliers Excel sheet formats (these have been sent out on the mailing list, but can be requested anytime from David or Ingrid). The information will not be attributed to the organisation which has provided it and the information will only be shared in hard copy at the Logistics Cluster meetings.
   - Agencies are requested to provide information on logistics facilities that could be made available to the humanitarian community should the need arise.

4. **Logistics Contingency Planning Matrix**

Feedback other clusters

- The Logistics Contingency Planning matrix has been discussed at the Inter Cluster meeting in Vavuniya. Some feedback has been received, most notably from the Shelter and WASH cluster. Further feedback will be received this week with the consolidated contingency plan of all clusters against which the assumptions in the Logistics matrix will be checked. Should there be major discrepancies, the Field Working Group will contact the respective clusters at both Vavuniya and Colombo level to discuss and resolve these.

Next Steps

- The matrix will be discussed in next week's Colombo Logistics Cluster meeting. Following this, the matrix will be taken to the Inter Cluster level in Colombo for endorsement. The aim is to ensure the humanitarian community has concurring views on the logistics needs and, should these needs require additional funding, that the humanitarian community supports a request for this.
- The current matrix does not take into account the 'old caseload' of IDPs (those that arrived prior to April 2008). However, this caseload may total as much as 250,000 IDPs, and these people are expected to be included in the coming resettlement. Agencies should therefore be aware that the humanitarian support required for resettlement options could be as high as 500,000 beneficiaries

5. **Logistics needs of cluster participants**

- The agencies present are requested to give a view on the gaps they expect and concerns they have for the logistics operation of their individual agencies for the coming months.
- Concerns/Gaps voiced are:
    - Securing adequate funding (for instance for repairs of shelters and buying tractors/trailers)
    - Overstretching due to having to support both the IDP camps and the resettlement
    - Access to the camps (for instance for water bowsers and lorries)
    - Supply of electricity (might become intermittent during the monsoon) and maintenance of wiring etc.
- The military has indicated that it may implement a one-way system in the Menik Farm zones which will mitigate damage to roads by vehicles passing each other. Some Zonal Commanders also intend to undertake road maintenance in the zones to ensure they remain operable during the monsoon. There are no guarantees that these endeavours will keep the roads open to heavy vehicles.
- UNHCR indicates that support of the shelters in the camps have been divided amongst different agencies who receive supplies from UNHCR to this effect. As these supplies originate from the same warehouse, loads could be consolidated there. UNHCR is requested to report in the next meeting whether such consolidation works in practice and which gaps and needs are identified.
- Agencies not present at the meeting are requested to provide information on their individual gaps and needs for the coming months to complete the overview and support the Logistics Contingency Planning Matrix.
- Should any agency have a logistics related question which other agencies might be able to answer, they are welcome to post their question to the mailing list on address sri-lanka.logs@logcluster.org. Queries directed at the Logistics Cluster Cell should not be sent to the mailing list, but to the respective personal e-mail addresses.

Next meeting Logistics Cluster Vavuniya: 16th September, 14:00, UNHCR meeting room

Agenda items welcome to be submitted to David or Ingrid by 14th September COB

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