Philippines: Typhoon Yolanda – Meeting Minutes

TACLOBAN

LOCATION: Office of Civil Defence (OCD) Tacloban

DATE: 21 November 2013

CHAIR: Logistics Cluster Coordinator

PARTICIPANTS: Plan International, UNICEF, UNDAC, Solidarités, ACTED, Nutrition Cluster, IOM, Save the Children, Handicap International, OXFAM, ACF, GOAL

ACTION POINTS:

- The Logistics Cluster to inform participants of procedures (once established) for cargo entering Tacloban ex-Cebu on the WFP-contracted Super Shuttle Ro-Ro 5.
- Participants requested to fill in Service Request Forms (SRFs) in order to ensure smooth cargo movement operations and tracking.

AGENDA:

1. SITUATION UPDATE
2. ROUND TABLE
3. AoB

1. SITUATION UPDATE

Shipping

- The private company ICTSI have been tasked by the government to take management of Tacloban Port. The handover has already been made and the first port coordination meeting took place today (November 21) between the Philippines Military, the National Authorities, WFP and ICTSI. These meetings will continue on a daily basis.
- New equipment is already in place including forklifts, reach stackers, tug masters and chassis, and 71 containers are available on the quay.
- ICTSI will take care of all cargo handling in the port. Services in the port (except labour) will be free to humanitarian organizations. The Port Authority will be responsible for berthing priority.
- A dedicated container berth has been designated along with a stacking area for receivers to start shipping. A lack of space is already envisaged and other options are being considered. One solution may be to transport the containers to the Palo Mobile Storage Unit (MSU) Compound and strip them there, although the necessary equipment for this is an issue. The humanitarian community will be kept informed of the final decision on how this will be managed in the coming days.
- When collecting cargo at the port, trucks should be clearly marked with the organization's logo and the sign in the window should be officially stamped to prove authentication. It is essential that organizations collect all cargo from the port in a timely fashion to avoid congestion.
- Two WFP-contracted vessels discharged inter-agency cargo this week. The second, MV Don Alfredo, berthed in Tacloban on November 20 and discharging is complete. Cargo included relief items for UNHCR, UNICEF, Save the Children, Samaritan's Purse, WFP and ACF. Organizations not requiring storage must finish collecting their cargo by 23 November or demurrage will be incurred.
- For organizations requiring storage, two MSUs are expected to be ready to receive cargo on 23 November at the Palo Humanitarian MSU Compound. For cargo from the MV Don Alfredo, organizations must organize their own transport from the port to the MSU Compound.
- A Ro-Ro vessel, MV Super Shuttle 5, has been contracted by WFP to provide cargo transport ex-Cebu to Tacloban and possibly Ormoc for the next month. Following assessment, it has been confirmed that Ormoc Port has the capacity to

berth this vessel. Negotiations are now underway with the Department for Social Welfare & Development (DSWD) and the local authorities to determine the options available in terms of berthing slots should Ormoc be required as a destination.

- Service Request Forms (SRFs) and Standard Operating Procedures (SOPs) for transport and warehousing are available at: http://www.logcluster.org/ops/phl13a.

Road Transport

- The Logistics Cluster is providing support for the government both to shuttle food and water within Tacloban and with the overland transport of relief items ex-Tacloban to Ormoc and Guiuan.
- Road transport has also been provided to take urgent fuel supplies to Guiuan on the request of OCHA and WFP, and to assist on an ad-hoc basis when there is no other means to shuttle inter-agency cargo within Tacloban.
- Logistics Cluster services are not intended to compete with the local transport market. Since there is readily available commercial transport in the area, the Logistics Cluster repeated that it has no plans to establish a common road transport service at this time. Participants agreed that they have had no issues contracting their own trucking and that they perceive no current need for the provision of common overland transport through the Logistics Cluster.
- The Logistics Cluster has trucking capacity and remains ready to provide common transport should the situation change and this become a requirement.
- A local transporter list has been compiled and made available at: http://logcluster.org/ops/phl13a/tacloban-transporters-list-contact-details.

Warehousing

- A site has been secured in Palo, 3 km from the airport and 6 km from the port, for the establishment of a Common MSU Compound. It is estimated that the site will hold up to 25 (10x32m) MSUs.
- The land was prepared on November 21, and the first two MSUs are expected to be ready to receive cargo as of 23 November. The site has been granted free of charge by the municipality of Palo for a period of six months.
- Fencing, lighting, etc. will be put in place and the police are currently on site to ensure security.
- The Logistics Cluster will investigate the question of labour at the Compound. In the meantime, all loading and offloading at the site will be taken care of by the Logistics Cluster.
- Users were requested to note that inter-agency storage at this site will be transit storage only, and organizations are expected to move their goods through within 72 hours.
- There will be additional space on the land available for organizations to establish their own dedicated MSUs if required. The Logistics Cluster can assist with erecting the facility. Requests for a slot should be addressed to the Logistics Cluster.
- A team of MSU experts will be arriving on November 23 to help erect MSUs and prefabs in Tacloban, Ormoc and Guiuan.
- For those requiring storage in the inter-agency warehouses, SRFs can be found here: http://www.logcluster.org/ops/phl13a. The SRFs should be completed with as much detail as possible and submitted to the Logistics Cluster via the email address on the form. For those with no internet connectivity, SRF submission may be done in person at the Logistics Cluster Office in Tacloban City Hall.
- Users were asked to share any information about commercial warehousing with the Logistics Cluster.
- Organizations were reminded that the inter-agency warehouse at the airport is there to decongest the airstrip and is available for transit storage only. Any organization with cargo in the inter-agency warehouse at the airport for more than 72 hours is requested to move it onwards as soon as possible in order to ensure space for all participants.

UNHAS

- A dedicated 8-seat King Air 350 and two Sirkorsky 76 helicopters, (10 pax capacity), are now based in Cebu to serve Roxas, Ormoc, Guiuan and Tacloban.
- Only the helicopters will fly into Tacloban, using the stadium for landing due to congestion at the airport.

The updated passenger schedule, booking forms and Standard Operating Administrative Procedures (SOAPs) are online at: http://www.logcluster.org/ops/phl13a/unhas.

Hubs

- Assessments are underway today and tomorrow (November 21 and 22) in Ormoc and Guiuan for the Logistics Cluster in order to establish current needs in terms of coordination, warehousing and information management.
- For now, there will be one Logistics Officer in Guiuan who will be available to assist the humanitarian community.
- There is a severe fuel shortage in Guiuan and fuel stations show no sign of reopening. The Logistics Cluster is working to provide the transport of fuel to Guiuan from Tacloban.
- Two MSUs will be sent to Ormoc to establish inter-agency storage, and two will be erected in Guiuan as of this weekend.

Civ/Mil and Tacloban Airport

- The Logistics Cluster maintains a permanent Civ/Mil presence at the airport.
- Following a slight lull in activity, there has been a rush of cargo entering through Tacloban airport. Organizations expecting cargo by air are requested to have their trucks at the ready in order to move it out as soon as possible, even if it means waiting for loading equipment to become available.
- Military and special flights are on-going meaning that while commercial flights are now fully underway, the airport is subject to closing without warning and the situation remains unpredictable.
- Philippine Airlines, Cebu Pacific and AirAsia are operating flights ex-Manila and Cebu to Tacloban. However at the present time commercial flight permissions are still subject to cancellation on short notice due to frequent special flights.
- Some military entities are due to leave continuing operations to the Japanese and other militaries. This is likely to create gaps in services. It is suggested that those wishing to transport urgent cargo by military air transport should put in a request as soon as possible through the Logistics Cluster. SRFs for military assets and SOPs are available at: http://www.logcluster.org/ops/phl13a.
- A coordination meeting is held every Monday, Wednesday and Friday at 4 pm at the airport. This meeting is held by the DSWD, the MFP, MSU, UNDAC, OCHA and the Logistics Cluster to focus on reducing congestion at the airport and streamlining operations. These meetings are open to any humanitarian organizations wishing to attend.

Cargo Tracking

- The Logistics Cluster has a dedicated Cargo Tracking Officer in Tacloban who is available to assist organizations with their requests for transport and warehousing.
- Over 60 MT of inter-agency cargo has been received in Tacloban over the last three days.
- When cargo is booked ex-Cebu for Tacloban, an organization's focal point in Cebu should notify their counterpart in Tacloban to inform of the arriving cargo and give the tracking number of the SRF. The status of the cargo is updated every 24 hours and can be accessed online. This will give users an idea of when they should mobilize their trucks and prepare to receive their cargo.
- For those with no access to email, service and information requests can be made in person at the Logistics Cluster office in City Hall.

2. ROUND TABLE

- Members requested information on storing drugs. The Logistics Cluster has provided an MSU to WHO to be erected on November 23 at the hospital near the port. This will have cold chain capacity and WHO can provide storage for other organizations on request.
- WHO requested that one of the inter-agency MSUs set up at the Palo Compound be equipped with a fan to provide basic ventilation for goods that do not require cold chain but which remain sensitive to heat. The Logistics Cluster will look into this possibility.
- Through the LET partnership, Maersk has offered four reefer containers for transport ex-Cebu to Tacloban. If organizations provide the generator these can be used for cold chain transport. Organizations wishing to take advantage of this offer are invited to do so fast.

3. AOB

- The next Logistics Cluster Meeting will be held at the OCD on Monday, 25 November at 19:00 hrs. If any major updates should arise they will be shared through the mailing list.

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