IRAQ – Meeting Minutes

LOCATION: Dohuk

DATE: 25 August 2015

CHAIR: Logistics Cluster Logistics Officer / Logistics Cluster Information Management Officer

PARTICIPANTS: Action Contre la Faim (ACF), French Red Cross (FRC), International Medical Corps (IMC), International Rescue Committee (IRC), Médecins du Monde (MdM), Medair, Médecins Sans Frontières–Switzerland (MSF-CH), Première Urgence-Aide Médicale Internationale (PU-AMI), Samaritan's Purse, Save the Children International, UNHCR, UNICEF and WFP.

ACTION POINTS:

- Organisations to share information on their pipeline for the coming months with the Logistics Cluster, so it can plan for adequate storage space.
- Organisations to inform the Logistics Cluster if they are interested in attending the Warehouse and Commodity Management training to be held in Erbil in October.
- Organisations that have a presence in Kirkuk, to share contact details with the Logistics Cluster to facilitate coordination mechanisms at inter-cluster level.

AGENDA:

1. Operational Updates
2. Common Storage Services
3. Any Other Business

1. Operational Updates

- The Logistics Cluster informed organisations that, as per increased needs related to central and southern operations, it has expanded its presence in Baghdad. This includes a new logistics hub offering 2,500 m^2 (15,000 m^3) storage space to the humanitarian community; a Logistics Cluster Coordinator and the convening of regular Logistics Cluster Coordination Meetings, with the first one for 2015 having taken place on 19 August (outside the green zone to facilitate NGOs presence) and attended by a total of 7 organisations. If necessary, the relocation of further Logistics Cluster staff to Baghdad will be examined.
- Organisations were advised that the planned interagency convoy of humanitarian items from Baghdad to Haditha, consisting of 445 mt (877 m^3) of relief items, is currently on stand-by due to a very volatile operational environment. OCHA recently conducted an assessment mission and will provide additional operational guidance for consideration at the next Humanitarian Country Team (HCT) meeting.
- One of the common challenges faced by organisations, consists in finding temperature-controlled storage space in the Dohuk area, mainly for health interventions. While no cold storage space is available in the Logistics Cluster or WFP storage facilities, UNICEF informed that it can share the details of a potential warehouse with necessary equipment on a bilateral basis.
- PU-AMI informed organisations that a database of suppliers is being compiled to facilitate internal procedures in case of staff rotation and increase transparency. UNICEF is leading an inter-agency exercise to create a common validated suppliers list and will share the results as soon as the list is finalised.

- Organisations shared different experiences and bottlenecks regarding the release of cargo coming from Turkey. It was advised that organisations need to send a letter to the Dohuk Governorate, which will then notify and send a request to the relevant Ministry (e.g. for drugs, the Ministry of Health). The relevant ministry should then directly inform border authorities for the release of the cargo.
- Organisations asked the Logistics Cluster about what mitigation measures are taken when receiving organisations' items. While explicit procedures are in place and all necessary mitigation measures are taken, organisations are advised to insure items, as stated in the disclaimer included in the Service Request Form (SRF).

2. Common Storage Services

- The Logistics Cluster gave an update on the storage capacity at the different hubs in the country:
  - In Dohuk, the total warehouse capacity is 1,000 m^2 (6,048 m3). The capacity currently occupied is 38 m^2 (44 mt/380 m^3 for three organisations - French Red Cross, MSF Switzerland and NRC) with an available capacity of some 962 m^2 (5,668 m^3).
  - In Erbil, the total warehouse capacity is 900 m^2 (5,400 m^3) and it is fully available to accommodate organisations' request.
  - The new facility in Baghdad has a capacity of 2,500 m^2 (15,000 m^3) and is currently fully available to accommodate organisations' requests.
- Ahead of the winterisation campaign, organisations were asked to share pipeline projections with the Logistics Cluster, so that it can plan in advance and augment storage capacity in Dohuk to best accommodate needs.

3. Any Other Business

- The Logistics Cluster informed that the items donated by the Qatar Charity Foundation were fully dispatched to organisations (85.967 mt / 360.585 m^3 released to Danish Refugee Council (DRC), Norwegian Refugee Council (NRC), Save the Children, Samaritan's Purse, Norwegian Church Aid (NCA), Rise Foundation, Adventist Development and Relief Agency International (ADRA), ACF, MSF, and UNHCR).
- Organisations were informed about the change of the Logistics Cluster service request email to: Iraq.clustercargo@wfp.org
- An updated version of the Logistics Cluster Concept of Operations (ConOps) document and map were was posted on the Iraq Logistics Cluster website http://www.logcluster.org/ops/irq14a to reflect the enhanced presence in the country with the establishment of the coordination and /logistics hub in Baghdad.
- Organisations having a presence in Kirkuk were asked to share contact details with the Logistics Cluster to facilitate coordination mechanisms at inter-cluster level.

- A 2-day training on GPS and Road Assessment was organised in Dohuk (3-4 August) and in Erbil (10-11 August). A total of 29 staff (logistics assistants, field monitors, security officers, data analysts) from 14 international NGOs attended.
- A second training on Warehouse and Commodities Management will be organised in Erbil (tentative dates 12-15 October) if this is requested by organisations. Interested organisations should inform the Logistics Cluster.

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