
Meeting Minutes, 4 October 2021

Shire, Ethiopia



LOCATION	Shire, Ethiopia
DATE	4 October 2021
CHAIR	Logistics Cluster
PARTICIPANTS	Centre of Victim for Trauma (CVT), Food for Hunger Ethiopia (FHE), International Committee of the Red Cross (ICRC), International Organization for Migration (IOM), Medical Team International (MTI), UN Office for the Coordination of Humanitarian Affairs (OCHA), World Health Organisation(WHO), World Vision Ethiopia (WVI), ZOA.
ACTION POINTS	<ul style="list-style-type: none">• Logistics Cluster to liaise with Mekele WFP Bilateral Service Provision team with interested partners regarding the process for requesting fuel.
AGENDA	<ol style="list-style-type: none">1. Welcome and Introduction2. Operational Updates3. Humanitarian convoys4. WFP Cost Recovery Fuel Service5. Training opportunities & MSUs requests6. FAQs and Partner Discussion

1. Welcome and introduction

- The Logistics Cluster welcomed all partners to the meeting and encouraged them to participate in the Logistics Cluster coordination meetings held biweekly in Shire. Thereafter, all partners introduced themselves and the action points from the last meeting were reviewed.

2. Operational Updates

- The Logistics Cluster provided an update of the activities carried out in the last week in the hub in Shire.
- 124.6 m² of NFIs from one partner were received at the warehouse in Shire.
- The Logistics Cluster in Shire facilitated access to transport services to one partner from Shire to Axum and Sheraro to move a total of 40.6 mt of humanitarian cargo in three trucks. Another partner was supported to move cargo from Shire to Mekele in one track (1.1 mt).
- The total warehouse capacity in Shire is 560 m². Currently, 30.6% of the space is being used, equivalent to 171.5 m². Therefore, 69.4% of its capacity is available to partners (388.5 m²).

- The type of items stored are medical supplies and non-food items (NFIs) from 4 partners. Part of the cargo stored (48.2 m²) is at the compound of the warehouse, thus it is not included in the figures of warehouse capacity.

3. Humanitarian Convoy

- Partners were informed that they have two options to access the convoys, as mentioned below:
 - Partners wishing to request for Logistics Cluster transport services should submit a [Service Request Form \(SRF\)](#) at least 72 hours in advance to ethiopia.logisticsclustercargo@wfp.org.
 - Partners joining with their own trucks should fill the form below. This information needs to be submitted at least 48 hours in advance so the Logistics Cluster can send a notification to the National Disaster Risk Management Commission (NDRMC).

NUMBER	AGENCY	DRIVER NAME / ALTERNATE	PHONE NUMBER(S)	VEHICLE NUMBER / TRAILER NUMBER	CARGO TYPE	WEIGHT OF CARGO
1						
2						
3						
4						
5						
6						

4. WFP Cost Recovery Fuel Service

- Partners were informed that WFP in Mekelle does not have fuel now under Bilateral Service Provision (BSP). As soon as it is received in Semera, WFP will support partners who have submitted signed Service Level Agreements.

5. Training opportunities & Mobile Storage Units (MSU) requests

- Partners were informed that the Logistics Cluster offers basic logistics trainings on-demand, aiming to provide helpful and practical knowledge to partners. These trainings are intended for staff dealing with cargo movement.
- Partners were informed. they can submit their requests via ethiopia.logisticsclustermdu@wfp.org to access this service.

The next Logistics Cluster Coordination Meeting in Shire is scheduled for 11 October 2021 at 14:00 EAT at UNHCR conference room

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