Meeting Minutes, 20 December 2021
Bangladesh, Cox’s Bazar

LOCATION  In person and online
DATE  20 December 2021
CHAIR  Logistics Sector

PARTICIPANTS  Caritas, Bangladesh Rural Advancement Committee, Christian Aid, Community Partners International (CPI), Dan Church Aid, Danish Refugee Council, Food and Agriculture Organization, Humanity & Inclusion, Inter Sector Coordination Group, Islamic Relief Bangladesh, Malteser International, Medair, Medecins Sans Frontieres, Mukti Cox’s Bazar, Plan International, Relief International, Save the Children, Social Assistance and Rehabilitation for the Physically Vulnerable, Terre des Hommes, United Nations World Food Programme, United Purpose, Welthungerhilfe, World Health Organization, World Vision

ACTION POINTS
1. The Logistics Sector to share the translated version of the Cyclone/Monsoon Self-Assessment tool.
2. Partners to inform the Logistics Sector in case they have seats available in their trainings for other organisations.
3. Partners who are interested in participating in the improvement of Environmental practices in Logistics, to inform the Logistics Sector.
4. Logistics sector to update storage Standard Operating Procedures.

AGENDA
• Trainings planned for 2022
• Storage Options in 2022
• Environmental Impacts of Logistics
• GIS/Log.ie Updates

1. Trainings planned for 2022

• Trainings available through the Global Logistics Cluster:
  o Logistics Cluster induction (April)
  o Online Warehouse Management Training (TBC dependent on partner requests)
  o Online Medical Logistics in Pandemics Training via HELP Logistics (TBC dependent on partner requests)
  o Online trainings can be accessed via http://logcluster.org/trainings

• Capacity building events/resources made available though the Logistics Sector in Cox’s Bazar:
  o Preparedness Workshop (March TBC)

https://logcluster.org/sector/bang17
SIMEX in collaboration with Emergency Preparedness and Response Working Group (EPRWG) (May TBC)
- Mobile Storage Unit Erection Training
- Cyclone Preparedness Drill
- Warehouse Equipment Management Training
- Medical Commodities Management Training
- Warehouse Fire Safety Drills
- Monthly information sessions on Log.ie

- Partners are encouraged to advise if their trainings in 2022 could accommodate participants from other organisations and share their training schedules with the Logistics Sector.

- The final schedule for 2022 trainings will be based on feedback from partners, and timings on availability of trainers.

- ISCG EPRWG will advise on availability of First Aid trainings.

2. Storage Options in 2022

Logistics Sector for Quarter 1
- As previously discussed and agreed, the Logistics Sector will continue providing common storage services at Madhuchara hub until Quarter 1.
- Service Request Forms (SRF) with up to 30 days storage request will be accepted, no extension will be granted.
- Partners need to provide the Logistics Sector with release plans at the time of SRF submission.
- The storage requests will only be accepted until the end of January 2022.
- No new SRF will be accepted from February 2022 onwards when partners will be requested to start releasing the cargos.

WFP Bilateral Service Provision (BSP)
- WFP Supply Chain presented on Bilateral Service provision (BSP) which will be available to humanitarian agencies in 2022 for additional storage if required.
- Potential Service Requesters could include UN agencies, national or international NGOs and government institutions.
- Services will be made available for transportation, storage, pest control etc. depending on the context and demand.
- A Service Level Agreement (SLA) would be agreed between WFP and the requesting agency. Partners are requested to review storage requirements for 2022.
- For more information on BSP, please reach out to muntashir.hossain@wfp.org.
3. Environmental Impacts of Logistics

- The Logistics Sector is reaching out to partners to get a better understanding of waste generation/type etc. A survey will be sent in early January.
- Initial discussions have taken place with the Environmental Working group and the Solid Waste Management Group to ascertain how and where logistics can fit in.
- Establishing a logistics technical working group would enable liaising with other groups. Partners interested in participating or leading should reach out to ines.gerbault@wfp.org.

4. Road Assessment & Log.ie

- A map has been drafted based on the data derived from the updated Access Road Assessment data featuring the motorable roads as well as bridges, culverts, speed bumps, crowded areas for emergency planning and response inside all 34 camps. The map will be shared once finalised. Partners can make data request to niroj.panta@wfp.org.
- The Log.ie platform is currently under further development as there are plans to integrate more data and modules in the platform including:
  - Physical Road Access Constraints (PRAC)
  - Logistics Capacity Mapping (LCM)
  - Situation Monitoring
- Partners are encouraged to report constraints in Log.ie that will be validated and reflected on the map by the Information Management Team and to provide information on other areas that they think should be added.

5. AOB

- For any question regarding BSP, partners can reach out to muntashir.hossain@wfp.org.
- Sectors presented the 2022 JRP last week to Heads of Agencies. No comments have been received on the Logistics Sector inputs. The process is currently ongoing.

The next Logistics Sector Coordination meeting will be held online on Monday 17 January 2021 at 11:00 am.

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https://logcluster.org/sector/bangl17