LOCATION: Online meeting – Zoom
DATE: 25 November 2021
CHAIR: World Food Programme (WFP)
PARTICIPANTS: ACF, CARE, CARITAS, GOAL, PDC MATEBELELAND SOUTH, PDC MATEBELELAND NORTH, MINISTRY OF ENERGY AND POWER DEVELOPMENT, NAZ, TDH ITALY, WFP, ZRP
AGENDA:
1. Opening remarks
2. Action points from last meeting
3. Updates on Contingency Planning and response to flood season
4. Update on Warehouse Management Training
5. Update on the Global Logistics Cluster Strategy
6. Updates from participants and closing remarks

OUTCOMES/ ACTIONS
1. WFP will share the National Contingency Plan document when it is finalised and circulated to sectors/clusters by DCP
2. Partners will provide updates on logistics training plans to enable joint sessions where appropriate.
3. WFP will share a copy of the Global Logistics Cluster Strategy and partners will provide inputs or suggestions for the Strategy Implementation Plan

USEFUL LINKS
1. ZNLS SharePoint website may be found here (to be added to be group, please send an email to WFP contacts below)
2. ZNLS WhatsApp group (please click to join): https://chat.whatsapp.com/FWrDaBRv991BV4Lqprx3YP

1. Opening remarks

The meeting was opened by the WFP Logistics Preparedness Officer. She welcomed participants and thanked them for their attendance. Colleagues from the Department of Civil Protection (DCP) were unavailable for the meeting but had shared an update message prior to the meeting.

2. Action points from last meeting

The warehouse management training for government officers was conducted on 26-27 October 2021. ZIMRA was engaged bilaterally by partners who were experiencing challenges due to the new work methods under COVID-19 protocols but the issues were resolved and there was no expressed need for a presentation to the National Logistics Sector. The Virtual Reality Logistics Response Training (eLRT) details were shared through email. Partners were encouraged to continue sharing any relevant training opportunities.

3. Contingency planning and flood season response update

In preparation for the flood season, the Department of Civil Protection (DCP), in collaboration with various partners, held a Contingency Planning Workshop, Information Management Training and Rapid Assessment Training. The National Contingency Plan developed during the workshop is being finalised for dissemination to partners. The Plan will guide the response activities of stakeholder during the coming flood season. So far, there have been reports of strong winds and rain in Mashonaland East and Midlands Provinces. The strong winds caused damaged to roofs and other structures. DCP is working to assist the affected families.
On behalf of the National Logistics Sector, WFP facilitated the inclusion of the following priority preparedness and response activities in the Country Contingency Plan documents.

**Priority Preparedness Activities:**
- Strengthen the understanding of the role of logistics in humanitarian operations and help build technical capacity of government and partners through ongoing capacity strengthening initiatives such as facilitating training, sharing of lessons and best practices, Long Term Agreements (LTAs), and procedures to enhance supply chain efficiencies
- Enhance coordination and collaboration amongst partners by facilitating regular Logistics Sector meetings and through the collection and sharing of relevant logistics information through a dedicated mailing list and webpage
- Support the strengthening of timely logistics data collection and dissemination
- Support humanitarian partners in the pre-positioning of emergency stocks at subnational level by sharing information on available capacity and relevant contacts

**Priority Response Activities:**
- Participation in joint assessments to identify logistics gaps/bottlenecks and solutions
- Support government logistics response efforts when needed and funding permitting
- Support timely and appropriate dissemination of relevant logistics information to partners
- Support updates of the Zimbabwe Logistics Capacity Assessment
- In case of large-scale emergency and with relevant consultations, funding and approvals, support the activation of the Logistics Cluster to pool efforts and avoid duplications

**Action:** WFP will share the National Contingency Plan document when it is finalised and circulated to sectors/clusters by DCP.

4. Warehouse management training update

The COVID-19 pandemic resulted in a delay in the Warehouse Management training. The training was conducted on 26-27 October 2021 with observance of the COVID-19 protocols including limiting of number of people in physical gatherings. There were thirteen participants who came from national and local government to attend the in-person training. All the Provinces were represented. Seven main facilitators successfully conducted all the training sessions as planned. Facilitators were drawn from government, humanitarian partners, academia and private sector.

Presentations and discussions were made on the country humanitarian logistics context and Emergency Preparedness and Response (EPR) mechanisms. Key concepts on Warehouse manager’s responsibilities, commodity handling, receiving, storage and dispatch, warehouse set up, inventory management, commodity loss management, outdoor storage, management of unsolicited bilateral donations and pest management were covered in the training. A visit to WFP Manica warehouse was used to demonstrate best practices in warehouse management.

Some key recommendations from the training which should be considered by the National Logistics Sector include:
- The need to develop guidelines on Unsolicited Bilateral Donations (UBDs) for government
- The need for more Mobile Storage Units (MSUs) assembly training - the installation of new MSUs should be utilised as an opportunity to provide training especially for those who did not participate in previous trainings. Consideration should be made to facilitate training within the Districts
- There is need to support government in carrying out simulation exercises including fire control readiness at subnational level
- Cascading of training - training should be cascaded to disaster-prone districts such as Mbire, Chipinge and Chimanimani. Some of these districts already have warehouse facilities being managed by personnel who have not received adequate training.

Participants in the meeting were encouraged to advise if they have budgets for subnational level logistics trainings and to share any training plans to enable collaborative efforts in facilitation of training for the benefit of humanitarian logistics stakeholders. It was recommended that the next trainings facilitated through the National Logistics Sector should prioritise inclusion of local humanitarian partners and government officers in disaster-prone districts.

**Action:** Partners will provide updates on logistics training plans to enable joint sessions where appropriate.
3. Global Logistics Cluster strategy update

The Global Logistics Cluster Strategy for 2022-2026 was endorsed during the October Global Logistics Meeting (GLM). The pillars or building blocks of the strategy are Partnership Base, Standards and Policy, Strengthening Response Capacity and Operational Support. These pillars will guide activities in each country. The Global Logistics Cluster will now be moving forward with the second part of the strategic planning process, development of the Strategy Implementation Plan (SIP), to formulate the practical dimension of the new strategy through activities and outputs and ensure it fits the Global Logistics Cluster community’s purpose and expectations. Should humanitarian partners want to contribute in any way, they were advised to reach out to WFP contacts with any suggestions, especially if they had suggestions for activities in Zimbabwe.

**Action:** WFP will share a copy of the Global Logistics Cluster Strategy and partners will provide inputs or suggestions for the Strategy Implementation Plan.

4. Updates from participants and closing remarks

Partners were encouraged to ensure that the National Logistics Sector works with government and other partners on actions, or measures or capacity development to improve the overall effectiveness, efficiency, and timeliness of the flood season response.

WFP is updating the National Logistics Sector mailing list and partners were advised to communicate any changes in logistics personnel. An email update to partners will be shared in December 2021. The details regarding the next National Logistics Sector meeting will be shared in due course. The Logistics Preparedness Officer closed the meeting and thanked everyone for their attendance and participation.

**Contacts**

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