Meeting Minutes, 28 June 2022
Addis Ababa, Ethiopia

LOCATION
Addis Ababa, online

DATE
28 June 2022

CHAIR
Ato Tadesse Bekele, Senior Ethiopia Disaster Risk Management Commission (EDRMC) Adviser
Andrea Rosales, Logistics Cluster Coordinator

PARTICIPANTS
Action Against Hunger (AAH), ACAPS, Care International, Catholic Relief Services (CRS), CST Ethiopia,
Danish Refugee Council (DRC), Danish Red Cross, European Civil Protection and Humanitarian Aid
Operations (ECHO), GOAL Ethiopia, Food and Agriculture Organisation (FAO), Foreign
Commonwealth and Development Office (FCDO), Helvetas Ethiopia, International Committee for
the Development of People (CISP), International Committee of the Red Cross (ICRC), International
Medical Corps (IMC), International Organisation for Migration (IOM), International Rescue
Committee (IRC), Islamic relief, Medical Teams International (MTI), Médecins Du Monde, MSF
Holland, Plan International, International Rescue Committee, Save the Children International (SCI),
SOS-Ethiopia, United Nations High Commissioner for Refugees (UNHCR), United Nations
International Children's Emergency Fund (UNICEF), United Nations population Fund (UNFPA),
United Nations Office for the Coordination of Humanitarian Affairs (OCHA), United States Agency
for International Development (USAID), World Food Programme (WFP), World Health Organisation
(WHO)

ACTION POINTS
For fuel related matters, partners are invited to contact WFP Bilateral Service Provision (BSP) by
writing to helen.somes@wfp.org

AGENDA
1. Situation Updates
2. Humanitarian Logistics Operations
3. Logistics Cluster Concept of Operations (ConOps)
4. Partner Discussion and Any Other Business (AOB)

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1. Situation Updates

**EDRMC Updates**

- EDRMC shared it remains available to support the humanitarian community regarding any challenges it may face.

**OCHA Access Working Group Updates**

- **Tigray**: OCHA informed partners that Mekelle airport remains closed down due to limited fuel availability to operate the airport in Mekelle. This has created challenges in the movement of staff in and out of the region. OCHA shared that discussions regarding passenger movement through the Semera – Mekelle corridor are ongoing. In Northern and Eastern Tigray on the bordering areas with Eritrea, OCHA reported that the situation remains tense, and partners have reported limitations of movement related to security concerns.

- **Amhara**: OCHA shared that the overall access in the Amhara region has improved. However humanitarian operations and movement in the bordering area with Tigray, in North Gondar, Waghmera and North Wollo have reportedly faced important restrictions. OCHA shared that discussions with the relevant stakeholders are ongoing to enable humanitarian assistance to the affected populations in those areas. Reports of security concerns in North Wollo have also been received.

- **Benishagul-Gumuz**: OCHA shared that an inter-agency mission in the Metekel Zone was conducted in the past week. OCHA reported several areas are becoming increasingly safe, although the situation remains volatile.

- **Oromia**: Access limitation due to security concerns remain in areas including Western Oromia, including Kamashi zone and Gambella. Partner movement and operations are highly restricted, according to OCHA. In Southern Oromia, an inter-agency mission is planned to areas impacted by security concerns.

- For further information, partners are encouraged to contact casafont@un.org

**WFP Bilateral Service Provision (BSP) Updates**

- WFP BSP informed partners that according to the most recent fuel survey, which was conducted by partners and with the fertilizer season coming up, an estimated 2 million litres of fuel are needed each month in Tigray for humanitarian activities, with the below breakdown:
  - 640,000 liters for transport of fertilizer for FAO and partners
  - 500,00 litres for one round of relief, nutrition, and refugees for the World Food Programme (WFP)
  - 250,000- 300,000 litres for BSP’s partners

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330,000 litres for the Joint Emergenvy Operation Plan (JEOP)/CRS
200,000 litres for contracted trucks returning from Mekelle on behalf of the humanitarian community.

WFP BSP reminded partners that the approaching fertilizer season may increase the fuel requirement to increase to 2 million litres per month. This would also increase the overall cost of fuel procurement and provision.

WFP BSP also reminded partners of a change in the fuel allocation process for the humanitarian community in Tigray. Previously, fuel was allocated by the Inter-Cluster Coordination Group (ICCG) at the Mekelle level and clusters would aggregate the needs per sector and share the fuel requirements with WFP BSP. As recently discussed with OCHA, fuel provision will revert to the standard WFP BSP procedures, where fuel is provided to partners based on partner needs to be expressed in WFP BSP’s monthly fuel survey. Going forward from July, the new procedure will be implemented.

Partners were informed the first round for the fuel survey closed on Friday 24 June 2022. The survey will be open once a month, during the 15th and 25th of each month, for partners to inform their monthly fuel requirements: https://enketo.moda.wfp.org/x/3ci9C7zm

Hence, the first step for partners is now to fill in the survey, after which WFP BSP will review the needs, prepare the internal procedures and allocate the fuel. The second step is to ensure that a valid Service Level Agreement (SLA) between WFP and the requesting organisation is signed to enable the organisation to access fuel through WFP BSP. Eligible organisations for this service include UN agencies and International Non-Government Organisations (INGOs).

Once the review of the needs expressed in the fuel survey is completed, the third step is for partners to request their fuel needs in the WFP Service Marketplace, after which WFP BSP will issue a proforma invoice indicating the cost of the fuel. WFP BSP highlighted that at present, WFP is putting their own funds to advance payments on behalf of the humanitarian community, but partners are now requested to issue advance payments for the fuel they request. After the advance payment is received, a fuel release note in Addis Ababa is shared with the Mekelle team, indicating the amount of fuel allocated and the collection period which is approximately two weeks. Each party will sign a fuel release form.

WFP BSP informed it will need a fuel report from the partners after the fuel is released to them. This is for internal purposes but also for donor and government counterparts. This includes the amount of fuel released and the tonnage the partner will move with the allocated fuel.

Finally, WFP BSP explained the final step is a final invoice. If the final invoice amount is lower than the proforma invoice (PFI), partners will be reimbursed the difference.

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• In case the fuel needs collected by the survey exceed the available fuel, WFP BSP will reduce the fuel needs at a percentage across the board. WFP BSP emphasized that the fuel service provision is subject to the availability of fuel and approvals of the authorities.

• Additionally, access to the fuel provision is subject to certain conditions partners are required to fill. In case of delayed or lack of payment, or the non-submission of monthly utilization report of partners WFP BSP would not be in a position to allocate fuel to the partner in the coming month.

• WFP BSP shared that the monthly operating costs for 1.3 million litres of fuel – the expressed needs of partners – is USD 1.1 million.

• WFP currently has a balance of outstanding bills of approximately 0.5 million USD. WFP BSP will be following up with partners as required.

• Finally, WFP BSP informed partners that since April 2022, 1,040,810 litres have been received in Tigray, out of which 879,183 litres of fuel have been released to partners and 161,627 litres remain available for distribution. Most of the fuel so far was allocated to Food security partners (84.8%), followed by nutrition (5.5%), water, sanitation and hygiene (WASH) (3.6 %), and health (2%).

• For further information, partners were encouraged to reach out bilaterally to helen.somes@wfp.org, priya.pradhanang@wfp.org or addisababa.serviceprovision@wfp.org

Logistics Services – Operational highlights between the 21 and 28 June

• Tigray: The Logistics Cluster facilitated access to storage and transport services in the past week as follows:
  o Approximately 60 mt of WASH and Health items were received on behalf of three partners in Mekelle.

• The Logistics Cluster facilitated the transportation of 80 mt of shelter, WASH, and protection items on behalf of two partners from Mekelle to different parts of the region. The fuel was secured by partners.

• Afar: In Semera, the Logistics Cluster received 2.6 mt of non-food items (NFIs) on behalf of one partner.

• The Logistics Cluster supported the dispatch of 190 mt of assorted food and NFIs from Semera warehouse on behalf of two partners destined to Mekelle and for distributions in Afar.

• Amhara: The Logistics Cluster received 4 mt of Shelter items on behalf of one partner in Gondar.

Storage Capacity Updates

• As of 28 of June, storage capacity availability rates in Ethiopia are as follows: 45% in Addis Ababa; 39% in Adama; 50% in Gondar; 90% in Kombolcha; 68% in Mekelle; 94% in the Shire; 80% in Semera; 100% in Jijiga
2. Humanitarian Logistics Operations

Humanitarian convoys between Semera and Mekelle

- The Logistics Cluster informed partners that two convoys (Convoy 24 and Convoy 25) of humanitarian cargo confirmed arrival in Mekelle in the past week:
  - Convoy 24 confirmed arrival on 22 June, with 455 trucks carrying approx. 19,900 mt of humanitarian cargo on behalf of six partners, and 2 fuel tankers on behalf of WFP.
  - Convoy 25 confirmed arrival on 27 June with a total of 198 trucks.
- Partners were informed that convoy 26 departed Semera on 27 June to Serdo, with approximately 200 trucks.
- Information on partner trucks joining humanitarian convoys can be found in the SOPs available here.

Airlift operations between Addis Ababa and Mekelle

- Partners were informed throughout the last week that no airlift services had been offered because of Mekelle airport’s closure.
- Partners were also invited to consult the following documents for further information on how to access airlift services through the Logistics Cluster:
  - SOPs
  - FAQs

3. Logistics Cluster Concept of Operations (ConOps)

Coordination

- In Addis Ababa, the next national coordination meeting will take place on the 5 July 2022
- In Mekelle, the next coordination meeting is scheduled for the 28 June 2022 at 15:00 EAT, in-person and online. To receive the link for this meeting, contact abriha.assefa@wfp.org
- In Bahir Dar, the next coordination meeting is scheduled for the 29 June 2022 at 10:30 EAT, in-person and online. To receive the link for this meeting, contact eyerusalem.amha@wfp.org
- To subscribe to the Logistics Cluster mailing list, partners should contact hannah.bamberger@wfp.org
- Partners can check the Ethiopia operation webpage here for any information about upcoming meetings, meeting minutes, and any other relevant documentation.

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4. Partner Discussion and Any Other Business (AOB)

Fuel Transfer and Allocation

- A partner asked what the plan is for the remaining fuel in Tigray. WFP shared it is engaging with government counterparts and stakeholders to import more fuel into Ethiopia. In terms of the available fuel in Tigray at the moment, the limited stock will be used according to the priorities of needs in Tigray, as established by the clusters and authorities on the ground, which will be the distribution of fertilizer in the coming weeks. Additionally, some fuel will be put aside for emergency stocks, especially considering the closure of the airport in Mekelle. Other priorities include health and nutrition. WFP emphasized it hopes to establish a fuel pipeline in the coming week, with the extensive support of donors and government counterparts.

UNHAS Flight Cancellation

- A partner enquired clarification on the cancellation of the United Nations Humanitarian Air Services (UNHAS) flights. The Logistics Cluster replied that this is due to lack of fuel in Mekelle, which hinders the opening of the airport in Mekelle.

*The next Coordination Meeting is scheduled for Tuesday 5 July at 11:00 EAT.*

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