Meeting Minutes, June 24, 2022
Bentiu, Unity State, South Sudan

LOCATION Bentiu,
DATE 24 June 2022
CHAIR Logistics Cluster
PARTICIPANTS Action for Conflict Resolution (ACR), Concern Worldwide (CWW), CARE International, International Rescue Committee (IRC), Mercy Corps, Welthungerhilfe (WHH)

ACTION POINTS
• Partners to submit Service Request Form (SRF) by 14:00 on the day prior to requiring Common Transport Service (CTS) support.
• Partners to notify the Logistics Cluster at least three days in advance for charter air cargo reception support.
• Partners to submit storage request three days prior to storage need.
• Partners to assess current inventory in the Logistics Cluster warehouses and dispose of obsolete stocks.
• Partners to sign up for upcoming Training on the Basics of Humanitarian Logistics (mid-July 2022)
• Partners to attend training on Service Request Form (SRF) next week.

AGENDA
1. Operational Updates
2. Access Constraints/Roads Accessibility (Unity State)
3. AOB/Discussion

1. Operational Updates

• Air Operations:
  o Partners were reminded that the Logistics Cluster facilitates the reception of both Logistics Cluster’s flights and partners’ flights at Rubkona airport.
  o Partners were requested to inform the Logistics Cluster 72 hours prior to cargo arrival in Bentiu if they require support with the cargo reception & transportation, which is done using IOM’s Common Transport Services trucks.
  o The road to the airport from the humanitarian Log base is accessible, despite the ongoing flooding.

• Common Transport Services:
  o In Bentiu, the Logistics Cluster operates a fleet of four (4) IOM Common Transport Service (CTS) trucks. These trucks move humanitarian relief cargo to close, medium, and long distance within Unity state. However, this transport service is provided free-to-user to humanitarian partners as last resort. Due to the ongoing flooding, cargo transport via road to medium and long-distance locations in Central & Southern Unity has not been available this year. The only locations accessible and supported by the Logistics Cluster are Bieh, Thoan & Pariang.
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- Due to the high demand for this service, partners should submit their IOM CTS transport request by 14:00 on the day prior to requiring support. The SRF can be downloaded on this link: [https://logcluster.org/document/service-request-form-3](https://logcluster.org/document/service-request-form-3). This will allow timely planning and effective execution of partners’ transport requests.
- Partners were reminded to issue waybills for every movement or cargo loaded on a truck for record keeping and reporting purposes.

**Common Storage Services:**
- Partners having stock in the Logistics Cluster warehouses in Bentiu were informed that there is an ongoing migration of all stock into a Relief Items Tracking Application (RITA) to enable an online stock control and management that provides real-time inventory information. The migration of the stock is ongoing, and partners were asked to participate and act on any requests by the RITA team necessary for a successful roll out. As part of this change, partners now must send their stock request directly to [southsudan.clustercargo@wfp.org](mailto:southsudan.clustercargo@wfp.org) for approval and registration. This will ensure all stock is accounted for.
- During the meeting, partners were informed of the indoor and outdoor storage space availability in the logistics base. Due to the ongoing reception of road convoys with voluminous NFIs, such as timbers, poles and kits, the current available storage space is low. The Logistics Cluster requested all partners to assess current inventory in the warehouses and dispose of obsolete stocks. As part of its mandate, the Logistics Cluster Bentiu will continue to restack supplies to create space to continue receiving partners’ relief cargo.
- Partners needing storage space must send a service request form downloadable here [https://logcluster.org/document/service-request-form-3](https://logcluster.org/document/service-request-form-3), three days prior to the need and email the filled out document to [southsudan.clustercargo@wfp.org](mailto:southsudan.clustercargo@wfp.org). This will allow enough time to assess, prepare and receive the items, depending on storage space availability.

**River cargo transport:**
- Partners were informed that Manga & Adok ports are accessible by boats from Juba. The road connecting Bentiu to Manga port is accessible but with difficulties. If it rains, the accessibility cuts off. The road from Adok port to Leer town is accessible. Partners were reminded that the Logistics Cluster doesn’t provide free cargo transport by river due to funding constraints, but offers the service through a Bilateral Service Provision (BSP), provided by WFP. Partners interested in the service under BSP were told to contact the Logistics Cluster at [southsudan.rivertransport@wfp.org](mailto:southsudan.rivertransport@wfp.org) for more information and guidance.

**Western Corridor Road Convoy Movement**
- Partners were informed that despite the difficulties on the Mayom – Bentiu road, convoys truck coordinated by the Logistics Cluster & partners’ own trucks continue to arrive in Bentiu.
- Currently there are trucks in transit and expected to arrive in Bentiu next week. Challenges of high fee charges by local authorities in Abiemnom & Mayom was reported.
- Partners were reminded to maximize cargo delivery by road to reduce reliance on costly air assets.

[https://logcluster.org/ops/sss11a](https://logcluster.org/ops/sss11a)
2. Access Constraints/Roads Accessibility (Unity State)

- The Mayom – Kilo 30 – Bentiu road is currently accessible but with lots of difficulties.
- The road from Bentiu – Koch is accessible by light vehicles only with lots of difficulties. According to recent assessment on the road, partners do not recommend going to Koch by road as it is almost inaccessible and has some landmines.
- The road from Bentiu – Kilo 30 – Manga port is currently accessible by 30 - 40 tons trucks. However, any heavy rainfall will cut its accessibility.
- Partners were reminded to visit Logistics Cluster’s website to view the Access/Constraints map which is updated on a weekly basis. This can be found on this link www.logcluster.org/ops/ssd11a

3. AOB

- Partners were encouraged to visit the Logistics Cluster website www.logcluster.org/ops/ssd11a for more information.
- Partners were informed of the upcoming Training in Bentiu on the Basics of Humanitarian Logistics around mid-July 2022.
- The Logistics Cluster will provide training on how to fill SRF correctly next week.
- Partners were reminded to send their service requests to simon.gai@wfp.org, peter.kagwa@wfp.org & joyce.bosco@wfp.org and copy southsudan.clustercargo@wfp.org
- There will be RITA training in July for both partners and Logistics Cluster staff members.

The next Logistics Cluster Bentiu coordination meeting will be on Friday July 29, 2022, at 10:00 am. in the Humanitarian Log base conference room.

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