About the Workshop, Objectives, and Outcomes

The Global Logistics Cluster is holding its annual Global Preparedness Meeting from 24 to 26 January in Rome, Italy. This year’s meeting will be held as a “Design Workshop” with the following key objectives:

- **Design a holistic Logistics Cluster preparedness two-year activity roadmap** driven by Logistics Cluster partners and stakeholders, turning the Logistics Cluster Strategy 2022-2026¹ and its Strategy Implementation Plan² into concrete activities aligned with preparedness working groups, initiatives, projects, and partner preparedness action across the Logistics Cluster community.

- **Provide a platform for exchange and awareness raising across national and international preparedness actors, stakeholders, partners, and academia** on expressed topics of interest (see section ‘Topics’) to elaborate on common findings, recommendations, and action items amongst the Logistics Cluster community.

- **Review the Field-Based Preparedness Project (FBPP)** activities, informing the broader partner community about progress, achievements and challenges, identifying good practices and lessons to (re)design the FBPP activities as community-lead preparedness project for 2023-2024, and establish general recommendations for localised, national stakeholder-centric capacity strengthening.

- **Host related working groups**, projects, and initiatives active in logistics emergency preparedness to support a cross-sectional alignment of activities in various SIP areas of preparedness to improve cross-disciplinary exchange and alignment. The Preparedness Working group will re-form with dedicated thematic area leads, expanding its scope of activities to the full

**Target audience:**

- **National representatives** of logistics emergency preparedness and response organisations from Field-Based Preparedness project countries (former, current, planned)
- **Logistics Cluster Partners and Stakeholders**, Academia, and Private Sector with interest in engaging in Logistics Cluster preparedness activities
- **Field-based Preparedness Officers** from active and former project countries
- **Members of the Logistics Cluster Preparedness Working Group**, IMPACCT Working Group, WREC project, Preparedness Enabler’s Guide Peer Review Group, and other working groups, projects, and initiatives active in areas of logistics emergency preparedness
- **Donors** who are interested in participating in working-level subject matter exchange and SIP activity design phase
- **Emergency Response and Preparedness Officers** from WFP emergency preparedness and capacity strengthening units and projects

Key Outcomes:

- Common understanding of and agreement on different areas of preparedness and recommended methodologies, e.g. for localised, Institutional Capacity Strengthening vs. operational preparedness amongst the international community
- Logistics Cluster 2-year Preparedness Roadmap draft, aligned to SIP 2022
- Partner leads for thematic preparedness areas and SIP action items identified
- FBPP activity design 2023 – 2024 and project review lessons and recommendations identified
- Global Logistics Cluster Preparedness Working Group reinitiated, agreed ToR, and defined thematic area leads
- Preparedness Enablers Guide (PEG) Draft reviewed and recommendations made for publishing version

Format and Methodology

The event is planned as a **three-day presence workshop** to provide sufficient time and a suitable exchange environment to deep-dive the thematic areas of interest across national and international partners and stakeholders. Each area is being discussed in a **plenary session** (hybrid format where partners who cannot attend in person can call in via zoom), with **subsequent breakout workshop sessions** on key areas of interest. Each participating working group, project, or initiative has the opportunity, besides awareness raising, to hold an in-person/hybrid working group meeting too. Two breakout rooms with AV equipment and an internet connection are available throughout the week.

The three days are broadly divided into the following. Actual session planning will be shared with the final agenda.

- **Day 1: Familiarisation and challenge identification**
  - Presentation of thematic areas (by partners and preparedness working group)
  - FBPP activity review, challenges, and discussions
  - Localisation – National Stakeholder perspective
  - Institutional Capacity Strengthening

- **Day 2: Workshop sessions and Working Group meetings**
  - Deep-dive Subject matter sessions for key topics of interest
  - Workshop sessions on topics of interest
  - Space for Working Groups to meet in person (optional meeting)

- **Day 3: Design Phase**
  - Preparedness roadmap assembly across thematic areas
  - Operational Preparedness in Logistics Cluster
  - Action planning per thematic area
  - Conclusion and outlook
Topics

The following topics of interest were indicated by the Logistics Cluster partners and stakeholders participating in the pre-workshop survey, recommended in the last GLM 2022 in Brussels and by the Global Logistics Cluster Preparedness Working Group in 2022.

1 - FBPP Project Review and Roadmap Design

With over 21 countries and the Pacific Region reached since 2018, currently 16 project countries active, and 300 to 400 national and international stakeholders engaged per year, the project generated a large number of outcomes, results, lessons and good practices, and led to various further initiatives (e.g. Institutional Capacity Strengthening Framework (ICS), Preparedness Enablers Guide (PEG) development). These will be presented in plenary leading to deep-dive workshop breakout sessions. National Stakeholders in particular will take a central stage to explore further the concepts of successful localisation and ICS from a national stakeholder perspective. Besides learnings and activity planning, the session also aims at how to further engage Logistics Cluster partners and stakeholders on global, regional, and national levels to take a further increasing lead role in project design and implementation.

Outputs:
- Common awareness of Logistics Cluster activities in the field of localised preparedness
- Identified good practices and challenges (linkage to PEG)
- Learnings on Impact & Change measurement (linkage to measure change session)
- Recommendations on long-term sustainability and localisation improvements
- Revised activity plan for 2023-2024 with identification of partner-lead project areas


Building on the FBPP experience, a comprehensive ICS toolkit was developed to support field preparedness activity planning, implementation, and monitoring/evaluation in a national stakeholder-led project environment. The key focus here – in contrast to operational preparedness guides3 - lies on localised preparedness led by national stakeholders and how international actors can support ‘enable’ locally-led preparedness capacity strengthening. Therefore, this methodology was further reviewed with the intention to make lessons and good practices generally available to the wider humanitarian community through a Preparedness Enabler’s Guide (PEG).

After a plenary presentation and discussion of the current PEG draft by the PEG peer review group, further deep-dive discourses involving academia and other preparedness lessons, recommendations and findings to the current PEG draft are being collected. This session further aims to be a general platform for exchange on localisation, institutional capacity strengthening and related topics.

Outputs:
- Common awareness of localised preparedness and the PEG
- Recommendations on PEG draft for publishing in 2023

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3 - How to measure change / impact

Beyond output/outcome-level metrics, a common challenge for localised preparedness and capacity-strengthening projects lies in demonstrating their actual impact on the humanitarian supply chain and logistics emergency response system. This involves both observing change – in quantitative (e.g. Return on Investment, response lead times, percentage of people in need reached against target etc.) and qualitative dimensions – as well as identifying causal links between a behavioural change of the response system and conducted preparedness measures. Further challenges constitute observing improvements in a response system in the absence of an emergency and how to ensure the retention of such systemic improvements (e.g. staff fluctuation after training responders). The FBPP is currently applying various monitoring and evaluation mechanisms such as capacity needs mapping, exercises and stakeholder surveys, which will be discussed on how to derive information on systemic improvements and recommendations on long-term impact reviews.

From academic insights on current research to practical learnings from ongoing projects, this session aims to explore good practices and new approaches towards putting a change & impact measurement model into place. Further, to provide an open platform for exchange on ongoing activities to identify synergy opportunities and activity alignments, e.g. where FBPP or other field preparedness activities could be utilised for further research.

Outputs:
- Common understanding of established and new methods to demonstrate and measure impact and systemic change
- Overview of ongoing research and M&E activities across the Logistics Cluster community
- Recommendations on FBPP to demonstrate
- Recommendations on PEG to include measurement and evaluation practices
- Activity planning 2023-2024

4 - Importation and Customs (IMPACCT Working Group)

The IMPACCT (IMPortation And Customs Clearance Together!) Working Group was founded in 2017 to address delays in importation and customs clearance processes for humanitarian aid during natural disasters. Due to the rise of complex emergencies, the group has received more requests for assistance with cross-border movement of relief items and has prioritised this work. It represents a network of partners developing collective approaches and tools to support national coordination mechanisms related to customs and importation processes for disaster relief goods and equipment. The IMPACCT Working Group represents a network of strategic partners coming together to develop collective and coordinated approaches and tools to support national coordination mechanisms related to customs and importation processes for disaster relief goods and equipment.

This session aims at updating the Logistics Cluster preparedness community on the current state of importation and customs preparedness activities and at exploring future steps and synergy potentials for further collaboration, e.g. within the FBPP.

Outputs:
- exchange on information needs during the response to a natural disaster and during a response to a complex emergency in terms of import
- Update of Logistics Cluster preparedness community on current work and insights of IMPACCT WG
- Action planning 2023-2024
5 - Stock Prepositioning and a holistic strategy from local markets to international hubs

Stock prepositioning, or the practice of placing emergency supplies in strategic locations before a disaster occurs, can be an effective way to quickly provide much-needed assistance in the aftermath of a crisis. However, there are several challenges that can make it difficult to effectively implement stock prepositioning in international emergency response settings. One challenge is the need to accurately forecast where and when disasters will occur, as well as the specific types of supplies that will be needed. Another challenge is finding suitable locations to store the supplies, as they must be easily accessible but also protected from damage or theft, and emergency stock must be maintained. In addition, there are often information challenges in coordinating with local partners to distribute the supplies once they are needed. Furthermore, to connect national stock prepositioning with international emergency Hubs. Several projects, initiatives, and programmes like UNHRD, ESUPS, and International Humanitarian City (IHC) are working in various fields, from physical stock prepositioning to research and information systems to optimise lead time, costs, affected population reach, and resource needs.

This session aims to explore current solutions, systems, challenges, and practices as well as boundaries and limitations to stock prepositioning.

Outputs:
- Overview on current activities and systems
- Activity Planning 2023-2024

6 - Operational Preparedness – Preparing as international Logistics Cluster community of responders

Emergency preparedness is crucial in a Logistics Cluster emergency context because it allows the logistics system to be ready to respond quickly and effectively to a crisis. This includes having the necessary personnel, systems, and supplies in place to handle the logistics of delivering aid to those in need. Effective emergency preparedness also involves establishing clear roles and responsibilities for all stakeholders, as well as having strong communication and coordination systems in place. In contrast to most of the other topics focussing on localised preparedness centred around enabling national responders and systems, this session aims to provide a common platform to address common challenges, exchange practices and plan preparedness actions for operational preparedness of the Logistics Cluster emergency response system of international responders. This involves as well exploring various cross-cutting issues as per participant interests, as a broad platform for discussions and recommendations, such as:
- Green Logistics (linked to WREC project)
- Information preparedness (recommendations for Logistics Cluster IM preparedness)
- Use of data, software and artificial intelligence in preparedness (as recommendations for Community Solutions Work Stream), including LCA, LOG, LogIE, EDUARDO, CHOCOLAT and other information systems
- Information preparedness (recommendations for Logistics Cluster IM preparedness)

Outputs:
- Logistics Cluster operational preparedness action plan 2022-2024, linked to SIP
- Identification of partner leads on SIP action items
- Findings and recommendations for cross-cutting work streams (WREC, IM, Community Solutions, Training Working Group, Procurement Working Group, Partnership Working Group, etc.)

Capacity creation and how to support local training development

This topic’s scope in the event is subject to final session time planning and might be integrated into one of the sessions above.
Capacity creation and capacity strengthening often constitute key pillars of preparedness action. While sustainable, localised preparedness focuses on supporting national actors to improve their own training and competency development programmes – instead of just delivering direct, singular trainings – a significant potential lies in providing subject matter expertise, a platform of exchange on national to global level, and training content material itself, which is often reusable to a large extent across countries. This session aims to achieve a common understanding across existing platforms, providers, activities, and initiatives and to elaborate on where and how localised field preparedness initiatives could best benefit from existing or adapted tools.

Outputs:
- Findings and recommendations on how the international training community can support localised preparedness
- Preparedness-side recommendations for Training Working Group

Contacts

<table>
<thead>
<tr>
<th>GLC Preparedness</th>
<th>General Preparedness Contacts</th>
<th><a href="mailto:hq.glc.preparedness@wfp.org">hq.glc.preparedness@wfp.org</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Martin Keitsch</td>
<td>Head of Preparedness and Community Solutions</td>
<td><a href="mailto:martin.keitsch@wfp.org">martin.keitsch@wfp.org</a></td>
</tr>
<tr>
<td>Giuseppe Linardi</td>
<td>Regional Preparedness Officer (Africa &amp; Middle East) and global FBBP project lead</td>
<td><a href="mailto:giuseppe.linardi@wfp.org">giuseppe.linardi@wfp.org</a></td>
</tr>
<tr>
<td>Wipawa Chuenchit</td>
<td>Regional Preparedness Officer (Asia-Pacific)</td>
<td><a href="mailto:wipawa.chuenchit@wfp.org">wipawa.chuenchit@wfp.org</a></td>
</tr>
<tr>
<td>Eric Itin</td>
<td>Regional Preparedness Officer (Americas &amp; the Caribbean)</td>
<td><a href="mailto:eric.itin@wfp.org">eric.itin@wfp.org</a></td>
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