

# UNHCR Kits Coordination Meeting Minutes

24 July 2018 14:00 hours, UNHCR Addis Ababa

## Meeting attended by:

**UNHCR:** Charlotte Ridung, Abubakarr Talib Jalloh, Younis Ahmed, Serin Bitar, Ali Zabarrah, Pamphile Barampan

**Goal:** Janette Macleod, Lesley Ann Devereux, accompanied by Wubshet Berhand from **HelpAge Africa**

**IRC:** Mohammad Bedru

**SCI:** Hassan Abdullahi

**NRC:** Biruk Gebru

**ES/NFI cluster coordination:** Miceal Deprez, Rajnish Parmar, Michael Gloeckle

## Agenda:

Coordination of UNHCR kits distribution in Gedeo.

## Main points discussed and agreed:

### UNHCR:

- HCR received 7.5 M CERF funding to procure approximately 71,000 NFI kits. However, it was subsequently decided to airlift the first 20,000 kits and this reduced the total kits currently planned for to 50,000 kits (additional kits might be possible once total costs are clear and these could be prepositioned for emergency situations). At the moment there is a 40,000 kit distribution capacity and the planned 2 airlifts and subsequent road movement has taken this into consideration.
- As agreed the kits are to be distributed in Gedeo due to majority of IDPs gathered there.
- Kit composition: 2 Plastic Sheets, 2 Jerry cans, 4 Blankets, 5 Bed Mat, 1 Kitchen Set (not included are mosquito nets [Health cluster to supply] and Hygiene Kits [WASH cluster has some supplies that might be able to be added by the agencies]).
- HCR will move the items to three distribution hubs: Dilla, Gedeb, Yirga Chefe
- HCR will check with WFP about the exact warehouse locations and capacity and will inform partners accordingly (Goal suggested that government warehousing might also be able to be used). HCR to ensure sufficient time is allocated in the warehouses for the agencies to collect and distribute the items.
- Partners will then need to collect from these hubs and assemble the kits for distribution.
- The first airlifted 10,000 kits are available by end of this week and another 10,000 by the end of next week.
- 20,000 kits by road from Nairobi and Kampala should arrive within next 2 weeks to keep the pipeline going and enable distributions of up to 10,000 kits per week.

- Letters of Exchange will need to be signed as soon as possible (HCR waiting for legal clearance). HCR to formulate simple minimum monitoring and reporting requirements.
- HCR will keep all partners updated on any warehousing / pipeline issues to enable efficient planning for the distribution partners.

### **Goal 10000 kits**

- Planning for HCR kits to be distributed in Gedeb and Yirga Chefe in close coordination with EOC and other partners on the ground.
- Collection of the kits from UNHCR hub(s) in: Yirga Chefe. In case they need to collect from both hubs they need to indicate how much kits to be collected from each hub.
- Planned start date for distribution of HCR kits: approximately 30/7/18
- Estimated expected number of kit distribution per week: approximately 2000 kits but depending on final distribution plan.

### **IRC 5000 kits**

- Planning for HCR kits to be distributed in Gedeb in close coordination with EOC and other partners on the ground.
- Collection of the kits from UNHCR hub(s) in: Gedeb
- Planned start date for distribution of HCR kits: to be advised asap
- Estimated expected number of kit distribution per week: approximately 1500 kits

### **NRC 5000 kits**

- Planning for HCR kits to be distributed in Bule and Dilla in close coordination with EOC and other partners on the ground.
- Collection of the kits from UNHCR hub(s) in: Dilla
- Planned start date for distribution of HCR kits: approximately 3/8/18
- Estimated expected number of kit distribution per week: approximately 2500 kits

### **SCI 20000 kits**

- Planning for HCR kits to be distributed in Gedeb in close coordination with EOC and other partners on the ground.
- Collection of the kits from UNHCR hub(s) in: Gedeb
- Planned start date for distribution of HCR kits: approximately 1/8/18
- Estimated expected number of kit distribution per week: approximately 2500 kits (possibly more)

### **Additional points:**



- While the agencies are aiming to distribute full kits, they may need to be split depending on the requirements of the authorities.
- Further ES/NFI coordination for these distributions should occur in Dilla to ensure close cooperation with the authorities and other partners/distributions.
- All partners understand that flexibility and good coordination with other agencies and government is required to ensure a quick and efficient distribution of these items.