

LOGISTICS CLUSTER MEETING MINUTES

Location: NDMO Emergency Operations Centre

Faleata Fire Station, Apia, Samoa

Date: 10th October, 2009, 11:00

Contact Information Logistics Cluster Cell:

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Action Point:	Any Organization or Entity that requires accreditation with the Disaster Advisory Committee for Customs privileges to notify Logistics Cluster by close of business on Monday 12 th October. Final deadline
Action Point:	Individual Organizations to begin entering data on Logistics Cluster Status Report09 spreadsheet immediately, and send to Logistics Cluster for compilation
Action Point:	Aus Aid to provide commercial shipping schedule for circulation to all Logistics Cluster partner organizations
Action Point:	NDMO to provide a compiled list of Heads of Families to Logistics Cluster and Customs to facilitate clearance procedures for unsolicited aid
Action Point:	NDMO to arrange an urgent meeting with Customs and Port Authority to discuss guidelines and policy for receipt of containerised relief assistance
Action Point:	Aus Aid to arrange and facilitate a meeting between Min. Of Commerce and Local Industry Group to determine local procurement capacity

1. Welcome / Action Points update

- **AP1.** Only one organization has submitted a scanned letter to Logistics Cluster requesting accreditation with the Disaster Advisory Committee for Customs privileges. Final deadline for submissions set for **CoB Monday 12th October**. No further extensions to this date
- **AP2.** Australia and New Zealand Aid concur to including their respective aid commitments in the consolidated spreadsheet to be compiled by the Logistics Cluster
- **AP3.** The DHL Disaster Response Team data entry sheet (Logistics Cluster Status Report09.xls) was circulated to all Logistics Cluster participants on Friday October 9th. Individual Organizations should begin populating this spreadsheet with expected (either tentative or confirmed) incoming humanitarian assistance and send to Logistics Cluster for compilation of data.
- **AP4.** The Customs Liaison Officer confirms that the concessionary Customs privilege for disaster relief goods is not limited to the "30-day State of Emergency" declared by the Government of Samoa on 1st October. A specified end-date is yet to be confirmed.
- **AP5.** No action taken to date. With many of the initial disaster response personnel and assessment teams beginning to wind down operations, it is expected that more light vehicles will become available in the coming days.

2. Operational Updates, Gaps / Other Logistics Issues

- **World Vision International** has brought in Non-Food Items (NFI) sufficient for 500 families. Also tentatively expecting 120 solar radios and 400 solar lanterns in the near future. Gaps are still being assessed, but the WVI Health representative is looking for partnerships with other organizations on health projects. It was suggested in the meeting that WVI talk to Philip Mann, UNICEF Regional Disaster Representative for more information on health partnerships

- **UNICEF Health** has brought in soap, 3,500 water containers (10 litre collapsible), 3,500 sanitary pads (with an expected further 40,000 to be confirmed), syringes, safety disposable boxes and Vitamin A supplements. They are also assessing the possibility of a nation-wide measles vaccination campaign. The cold-chain storage of vaccines and medicines in Samoa has already been assessed in terms of augmenting capacity and needs. **Education** has brought in 10 sets of education kits. A video-conferencing facility has also been provided to UNDP conference room.
- **Aus Aid** states that the logistics elements of its relief mission are almost complete, and that their assistance will move into support for the recovery phase, which will require little additional logistics inputs. Aus Aid do not expect to arrange any additional charter flights to Samoa, and are currently looking at a movement of bulk stores, some bilateral support to other departments (e.g. a fire-fighting vehicle to the Samoa Fire Service) and heavy plant equipment (if required) by vessel to both Samoa and Tonga. The intention is to hold this vessel in Sydney for the next two-three weeks, allowing other vessels with unsolicited (gifted) aid to berth and discharge. Aus Aid will also be supporting the Ministry of Health by supplying listed drugs and other health materials. A schedule of commercial shipping expected arrivals until the end of the year has been obtained and will be circulated to all Logistics Cluster Partner Organizations

A special note of thanks and appreciation to the Government of Samoa for their rapid and effective response to the tsunami, as well as their support to the international relief community was mentioned by AusAid, and endorsed by all Logistics Cluster attendees.

- **NZ Aid/NZ Def** is also not expecting to arrange any additional aircraft relief support for Samoa. The Naval vessel HMSNZ Canterbury which is expected to arrive in Samoan waters on 13th October, with a tentative manifest of 11 containers (still to be finalised and likely to include some unsolicited aid) is also likely to be the only relief vessel arranged by the NZ Government. A concern was expressed over the unsolicited aid containing dutiable goods, and it was agreed that NDMO needs to provide a compiled list of Heads of Families to facilitate clearance on arrival.
- **DHL Disaster Response Team (DRT)** have completed their assessment of the logistics needs and decided that they do not envisage a need for the DRT to be further involved at this stage of the response operation.

DHL DRT are to be particularly commended for the initiative on Tuesday 6th October to meet with the Prime Minister of the Government of Samoa, where his endorsement of a coordinated approach to the logistics requirements of the tsunami response facilitated the rapid establishing of the Logistics Coordination forum that now exists

- **IFRC** have recently received 1,500 mosquito nets, and a further 500 are expected. 46 water storage tanks of varying sizes have been procured locally, with an additional 46 to be procured in Aus. It is hoped that these can be included on the Aus Aid vessel, along with 2-3 containers of agricultural tools (500 kits), shelter tools (500 kits) and 20 community kits. 2 water delivery trucks are already contracted, with a third expected to be added next week. A question mark was raised over the availability of sufficient lumber in Samoa for local procurement of shelter materials (see Agenda item 5 below)

3. Port Authority Operations

- Since a representative of the Port Authority was unable to attend the meeting, it was generally understood that a meeting between NDMO, Customs and Port Authorities at the earliest opportunity would be essential to discuss policy and procedures for the expected arrival of containerised relief assistance, as this is a key concern for many of the meeting participants.
- **Customs will need Disaster Advisory Committee stamp of approval on all Invoices and WayBills to facilitate pre-clearance and Customs privilege procedures**
- It was suggested that the local shipping agents PFL and Betham Brothers Ltd. Be invited to the next logistics meeting as well as a representative of the Port Authority

4. Operational Capacity for receipt of containerised aid

- The existing NDMO Emergency Operations Centre has worked extremely well for the airlifted relief assistance received to date. With the much larger and heavier quantity of items expected to arrive by vessel in the coming days, a dedicated warehouse space for receipt, sorting into village or household lots, and temporary storing of goods until despatch would need to be identified, since wharf space is limited. It is understood that there is some available storage space at the Port, where goods could be held until Customs and Quarantine have cleared the shipment.

5. Supporting local procurement. Pros and cons

- Whilst local procurement is preferable to support the local economy after the tsunami and resulting reduced tourism, the concern is that it could create shortages and price hikes in the market for the local population. It was suggested to arrange a meeting between the Ministry of Commerce, the Local Industry Group and a Logistics Cluster representative to explore local capacity and purchase pipeline capacity. If then deemed feasible, there could be a publicised list of required items for tender put into the local papers.

6. AOB

- Given the imminent arrival of the HMSNZ Canterbury, it was agreed that **a working group of concerned parties would hold a meeting at the NZ High Commission on Tuesday 13th October at 10:00** to ensure necessary arrangements are in place to receive and off-load the vessel. Participants to include Cmdr Tony Powell (Aus Aid/Aus Def), FltOffr Gabby Knight (NZ Def), John Alama (ACEO Customs) and David Allen (Logistics Cluster Coordinator), as well as a representative of NDMO if available.

Next meeting Logistics Cluster 14th October, 14:00. Venue as above.

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